

LEAMINGTON
STUDIO *Artists*

**MINUTES OF THE MEETING OF THE TRUSTEES
22nd June 2017**

The meeting commenced at 9:30 am at the White Horse in Leamington Spa

Present:

Trustees: Kate Livingston (KL) (Chair), Tony Cartwright (TC) (Treasurer), David Haedicke (DH) (Secretary), Alison Chantrey (AC) (Membership Secretary), Morgan Forth (MF), David Phillips (DP)

By Invitation:

Chris Freegard-Elmes (CFE) (Manager, East Lodge)

Apologies:

Soolie Burke(SB), James Callaghan (JC)

1. Welcome

KL welcomed everyone to the meeting and noted Apologies from SB and JC.

2. Approval of Minutes of previous meeting

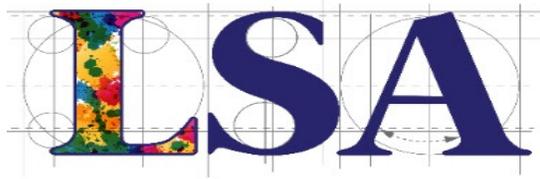
The Trustees approved the Minutes for the meeting on 18th May 2017.

3. Treasurer's Report:

TC reported that cash balances at 21st June were £13 higher than those reported at the May meeting of Trustees. A final payment of £482 on the energy bill with Ecotricity was made on 5th June.

TC distributed and walked the Trustees through a draft report on cash accounts for the fiscal year ended 31st March 2017, including projections for the year under different assumptions concerning rent at East Lodge, the number of published editions of ArtSpace, eliminating non-recurring expenditure and the structural financial changes voted on by the Trustees at their March 2017 meeting. TC will finalise the report for presentation at the upcoming AGM and will provide a summary of the report and projections for distribution to the Members prior to the AGM.

TC brought up the question of the amount of financial reserves the Trustees believe are necessary to ensure the ongoing financial health of LSA. Reserves currently amount to approximately £10,000. The Trustees offered a variety of



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MINUTES OF THE MEETING OF THE TRUSTEES 22nd June 2017

viewpoints and amounts and the discussion was left open for further consideration at future meetings.

4. Membership Report

AC reported that paid membership is 257, the same number as in May. Facebook likes have increased to 480.

5. Reports on events over the past month

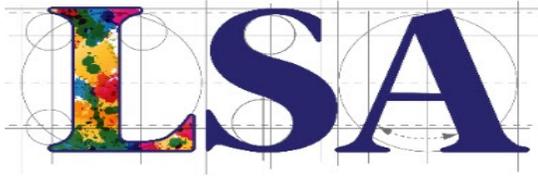
- a. **Peace Festival:** AC noted how much effort Carol Sleight invests in representing and promoting artists in Leamington Spa as indicated by her work at the Peace Festival among many other things. The Trustees all expressed appreciation for CS's efforts.

Overall, AC reported that the Peace Festival representation for LSA was a success but that she was the only LSA member to help staff the table that was shared jointly with Art In The Park (CS) and Warwick Open Studios (Don Mason, DM). The Trustees agreed that LSA should set a goal of improving the quality and amount of interaction with CS and DM during the 2017-18 year.

- b. **June ArtsFair:** AC noted that the June ArtFair will take place at the Pump Room Gardens on 24th June from 9 am to 2 pm. Two people have signed up for booths.
- c. **Warwickshire Open Studios:** CFE reported that the East Lodge participation in WOS 2017 was proceeding and that the artists exhibiting at East Lodge as part of WOS were paying the appropriate fee to WOS (£100) and to LSA (£65). There had been substantial confusion on the matter of fees to be paid but that now appears to have been resolved.

For WOS 2018, KL suggested that East Lodge become a 'gallery' for WOS exhibitions and then charge artists exhibiting as part of WOS an appropriate exhibition fee and also charge studio holders at East Lodge an exhibition fee reflecting their benefit in being able to benefit from foot traffic associated with WOS. She also recommended that LSA become a member of WOS. The Trustees were supportive of these suggestions.

- d. **Studio holders' exhibition:** CFE reported that all the studio holders had participated in the exhibition and were appreciative of the opportunity to do so. One sale was made during the exhibition.



LEAMINGTON
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22nd June 2017**

6. Matters arising:

- a. Art In The Park 2017:** AC reported that she has been in touch with all artists signed up for the LSA marquee as to the need to provide their information to the AITP 2017 catalogue so as to be included in the catalogue. AC, TC and MF agreed that they would be a subcommittee for the overall attractiveness of the presentation of the LSA marquee at AITP 2017.

ACTION: TC/AC/MF

- b. Coordination with other arts organisations:** TC reported that links have been inserted into the LSA website.
- c. Relations with Jephson Gardens:** SB was not in attendance at the meeting but will provide an update at the next meeting of the Trustees.
- d. ArtSpace:** AC has followed up with Malcolm Waterhouse and Clive Richards about review of the design and content of the ad in ArtSpace for East Lodge. TC distributed a draft VIP distribution list for ArtSpace and requested input from the Trustees by the next meeting.

ACTION: EACH TRUSTEE/TC

7. ArtSpace

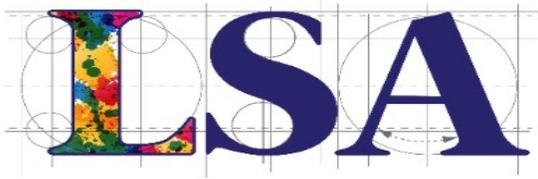
DP confirmed that the next issue of ArtSpace will be published in July prior to AITP 2017.

8. East Lodge

CFE said that there has been a waiting list for studios becoming available at East Lodge and that the list will determine the order in which the opening created by the lapse in Gabrielle Rucinski's studio rental will be filled. He noted that current studio holders will relocate their studios within East Lodge and that this will then determine which studio a new participant will occupy. The Trustees concurred with CFE that none of the studios will be converted to exhibition space but all will instead be rented to artists.

Studio holders' contracts have yet to be updated for rules surrounding workshops hosted by studio holders. CFE noted that the studio holders are all supportive of the change. Pursuant to the discussion of WOS 2018 noted earlier, the contracts will also be updated to reflect a charge for studios open during WOS 2018.

The idea of encouraging talks by those presenting their work at East Lodge is an ongoing one and requires no immediate action.



LEAMINGTON
STUDIO *Artists*

**MINUTES OF THE MEETING OF THE TRUSTEES
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9. IT report on online presence

TC noted the inclusion of links to other arts organizations' websites in the LSA website during the month.

10. Planning for AGM on 13th July

AC is prepared to send out a Notice of the AGM, which needs to go out today, 22nd June, to comply with the notification requirements under the LSA constitution. This Notice will include a link to the form to be used for making nominations of new Trustees and the Agenda for the meeting.

The Trustees in attendance all confirmed that they would stand for re-election at the AGM (and DH subsequently received confirmation from SB and JC). KL, TC and DH all confirmed they would stand for re-election as honorary officers.

The reports to be presented by the Chair and Treasurer at the AGM will be distributed in summary form prior to the AGM (target date: 6th July).

Nominations for Trustee will be notified to the Members by Notice on 29th June (DH/AC), along with the electronic voting form and instructions and a survey for input by Members to the Agenda for the meeting.

11. Other business

The Trustees approved that TC will explore appropriate reimbursement to CFE for travel to East Lodge from his home in Coventry.

The meeting concluded at 11 am.

Next meeting: 13th July 2017 at 6 pm at East Lodge (prior to AGM)