**LAS COMMITTEE MEETING**

**Thursday 23rd June 2016**

**2.00 pm HAZLETON HOUSE**

**Agenda**

**Attending and apologies for absence**

**Present** Sharon, Brian, Val, Barbara, Dianna, Monica, John,

**Additionally** Sue (Thursday group) Anne (President) Jen (minutes)

**Apologies** Vedanti and Chris

**Recognition of retiring Chair**

It was agreed to give an appropriate bottle and card to Mike to thank him for his time as Chair of the society.

**Minutes of previous meeting**.

The following points were discussed

* A range of names of potential demonstrators were discussed after Brian informed the committee that he has asked to book dates in the Pavilion for next year (whilst pointing out that other group will be competing for these dates).
* Val informed the group that very few people had responded to the use of Standing order forms and was agreed that the issue of membership would be raised in the next newsletter. ( Brian and Sharon)
* Brian will represent the views of the society regarding the rebuilding of the Memorial Hall e.g. requesting a picture rail on appropriate walls for use at exhibitions.
* We will need to explore possible options for building new exhibition boards (there may be a possibility to get these done via some volunteers in Fairford) and the costs of hiring some for the exhibition. (Brian to follow up)
* It was recognised that there is a significant need to consider fund - raising issues and John said that we should consider sources such as the Co - Op community fund and the Art’s Council.

**Exhibition Arrangements**

 **Revised documentation for members who want to submit for exhibition**

It was agreed that as we are holding a smaller exhibition members can only submit 2 framed picture for hanging and 4 unframed in the browsers. Picture sold would be taken by purchasers as they are sold and members given the opportunity to replace then with another picture. A maximum size of 2 foot by 3 foot will be set this year due to our space limitation. A £5 hanging fee for each framed picture and £2 for ones in the Browsers will be charged. All these fees will go into a fund towards replacement of resources. (Mayor’s Fund). (Brian to amend exhibition entry documents accordingly.)

 **Revised/replace catalogue with indiv. Name tags or similar**

It was agreed that instead of a catalogue this year we would produce a simple laminated tag for each hung picture and a label for the back of ones in browsers.

 **Publicity Rags and Mags [Barbara]**

Fortunately, due to some quick work on Barbara’s part, the Summer Exhibition details, including the change of venue have gone into all the major local magazines.

 **Invitations for Private View – list of past purchasers/locals/councillors**

It was agreed that invitations would be produced for the Private View on Friday, 26th of August and sent to the Local Council, the Trustees of the Memorial Hall, local businesses that have supported us and those who purchases pictures last year.

(Brian?)

 **Banners for advertising. Replacement of feather banner?**

It was agreed that after reviewing the site we would purchase another feather banner. (Brian)

 **Library exhibition [Sue]**

We wish to again place an exhibition, advertising the exhibition and the society in the library during the week 22nd to 29th (Sue to explore this)

 **Production of cards for sale/ how to sell - display [Bob]**

It was agreed that card sales at the exhibition would only be for those produced from images sent to Bob. He would order 15 of each image and that the artist whose image it was would be offered 5 cards at £1 each while the other 10 would be sold at £2 each during the exhibition and at following events. (Bob to co - ordinate this). There are now enough images [50 approx.] so the book is now closed for the time being

 **Arrangements/liaison with New Inn-sale of alcohol/parking**

Brian and Sharon will go down to the New Inn to discuss arrangement and to review the best way to plan the room

 **Exhibition stands – Carterton Lions/ Fairford**

* After assessing the space in the room we will plan the best combination of stands to maximise the space, including hiring stands from Fairford Art Society and/or a commercial outlet. (Brian to plan and get quotes)
* Purchase of browsers and construction of table top browsers. ( Brian, Bob, and John)

**Arrangements for giving in/collection of unsold work**

Work is to be handed in during the morning of the 26th and will be hung as seen fit by the team doing the hanging and not in alphabetical order. Members will be encouraged to share lifts to resolve the potential parking problems. Unsold work to be collected between 4 pm and 7 pm on the 30th.

**-Purchase of sundries –replacement of sales register, receipt book, replacement of sales chart,**

Val has already purchased bubble wrap and numbers and others sundries will be purchased.

**Newsletter**

The following items will be raised in the newsletter

* Membership entry by the end of July
* Arrangements for the Exhibition, including a reminder about the min. £40 sale price
* Buscot painting day – a brief resume
* Coleshill Day – including a reminder of assembly point and time.
* A thank you for images sent in for cards and details of arrangements and sales and to close the entry of images
* An update about the Memorial Hall and Pavilion

**AOB and date of next meeting**

John raised the idea of holding a second Exhibition, a possibility already raised. We need to establish if a venue would be available in November then discuss this possibility at the next meeting.

Ann raised the issue of the Monday group and it was felt that while individual members of the group, who were not members of the Society, could attend any meeting in the same way as members of the public they could not exhibit or come to the Christmas Lunch.

**Next Meeting Tuesday 9th August at 2:30**