

Green Door STEERING

Steering Group Committee Meeting

Thursday 22 August 2019, 7.30 pm, Space2Create

Present: Janice Benson, Liz Clement, John Davenport (Chair), Kath Lockhart, Sue Rowland, Elizabeth Shorrock and Elizabeth Tracey. **Apologies:** Liz Ford Slater, Eric Pye and Colin Reynolds (Treasurer).

<i>Subject</i>	<i>Discussed / Agreed</i>	<i>Action</i>	<i>Who</i>
Minutes of Previous Meeting			
There were some inaccuracies in the minutes where items had been duplicated from the May minutes.		Tidy minutes	JB
Organisation			
Website	Biographies of Steering members have been added to the website. JB is waiting for info from Colin, Liz Clement and Elizabeth Shorrock, and for a photo from Liz Ford (and herself).	Send info to JB	CR, LC, EAS, LF
Cheque Signatories	It was agreed that the following individuals be added to our cheque signatories: John Davenport – Chair and Elizabeth Ford – Committee Member The following individuals would be removed: Keith Shorrock and Donna Campbell	B/F Paperwork ready to sign	CR
Finances			
Bank Account	Current account balance - £7,441.82 Green Door Rising - £3,290.47		
Budget	CR will begin work on the 2020/21 budget in the next few weeks.	Prepare budget	CR
Premises			
Leak	JB spoke to Stuart re the leak in Jamie's studio. . He says the work was completed about a month ago and is concerned plaster is still falling down when it rains. He'll come round with a builder to look at it and board over the hole as a temporary measure. He'll let JB know when so that one of us can be there. JB has updated Jamie.		
Hoover	Agreed that the studio artists may purchase a Numatic Henry Plus Hoover. Cheapest price seems to be from John Lewis - £135.99.	Purchase hoover. GD to reimburse	SR
Membership			
New Members	JB reported there have been five new members since we last met – Kate Morrison, Eileen Anderson, Heather Hanna, Mat Butler and Stephen Rae (rejoined).		
Exhibitions			
Farfield Mill	There was discussion over the issues with the exhibition and the email from the Manager at Farfield which suggests that Green Door shouldn't exhibit there for a while. JB updated the meeting on her discussions with LF and improvements to the	Reply to Jo and Anne MacKinnon as agreed.	JB

	<p>exhibition process which will be implemented to prevent some of these issues from occurring again in the future.</p> <p>KL and LT will be there for the collection of members' work from Farfield. LT will take away any work that isn't collected by members.</p>		
Affordable Art	<p>Submission guidelines have gone out and expressions of interest are coming in. It was felt that there was too much work last year and so the Exhibitions Group reduced the total of pieces per artist to six, plus cards and small items. We haven't yet decided a limit for small items as JB felt whatever we said, she would still get lots of queries. JB has agreed with LF that members will tell her what they want to submit and she'll send that info to the Exhibitions group for them to decide what should be accepted.</p>		
Upfront	<p>The theme is to be Kaleidoscope. Submission guidelines are with Frances and will be circulated shortly.</p>		
Holehird	<p>The next sketching day will take place on Tuesday 8 October</p>	Email members	JB
Bumblebee Gallery	<p>Bumblebee Gallery on Blackhall Yard now have a dedicated area for work from our studio artists. Jamie (who's now working there) and Amber have put together Green Door info to go with it and there's a sign on the studio door saying that work can be found in the gallery.</p> <p>Amber is also interested in Green Door artists exhibiting on the first floor of the Kendal gallery.</p>	Follow up with Jamie	JB

Events			
Art Trail	<p>EAS reported on the Trail progress. The first batch of brochures has gone out to all participants and distribution is going well. She has been following up on who has banners and signs, and we will need to order some more signs.</p> <p>JB has been very busy with Trail marketing – releases have gone to long lead time magazines (should be in Oct Cumbria Life), Grange and Ulverston Now, and parish magazines. Adrian Mullen is on holiday and she will speak to him next week. The event has been added to online listing sites. Radio Cumbria have asked us to be on the Arty Show on 16 Sept and Lakeland community radio station are interested in talking to us. Radio Cumbria will want three or four people – ET has volunteered.</p>	Email members re the Arty Show (and Jamie)	JB
25 th Anniversary	<p>Steering discussed the report of members' responses to the anniversary survey. It was agreed that we need a working group to look at this as some event will be within the remit of the exhibition group and some won't be. We also need to</p>	Arrange to meet LF to discuss further	JB

	discuss budgets with Colin. KL's proposal to work with local schools on a competition for A-level students was discussed and agreed. The prize would be a £100 prize for Youdell's.	Email Steering and contact schools	KL
New Art Club	JB queried the decision made at the last Steering meeting not to progress this due to changes at the Brewery. She felt that the proposal had changed to reflect member needs following last year's Visioning Day and survey. Agreed to progress this by asking members what sessions they could deliver.	Email members	JB
Christmas Party	It was agreed that we need to plan this year's party which should be a different format to last year.	Investigate venues	JD
Website			
Website Visits	LC circulated web stats.		
Art Trail	All the Trail information is now on the site. Artists need to check their profiles and links.	Email participants	EAS
Gallery Software	Steering agreed that LC could purchase a new plug for \$18 in which will allow us to create better galleries of images and show films.		
Other Sales & Marketing			
Identity and Branding	JB said our lack of a logo (other than the blue stripe on our letterhead, website, etc) is a problem with branding and creating exciting posters. She also asked who we want to be known as – our website says Green Door but some people still refer to us as Green Door Studios. It was agreed we are Green Door Artists and that we should look at a logo based on our current branding.	Meet to progress	LC/JB/SB
Affordable Art and Upfront	JB reported that she would like Affordable Art flyers to be ready for the Staveley Art exhibition which runs from 9-14 October. Given the timings of these two exhibitions, she envisages PR which covers both.		
Instagram	We are now using Instagram.		
Any Other Business			
Holiday	Janice will be on holiday during the w/c 16 Sept		

Next meeting: Thursday 3 October 7.15 for 7.30 pm, Space2Create