

Green Door STEERING

Steering Group Committee Meeting

Thursday 9 December 2021, 7.00 pm, via Zoom

Present: Jacqui Bassett, Janice Benson, John Davenport (Chair), Heather Hanna, Kath Lockhart, Elizabeth Shorrocks (Treasurer) and Gilli Slater.

Apologies: Liz Clement, Eileen Gledhill, Eric Pye and Sue Rowland.

Subject	Discussed / Agreed	Action	Who
Minutes of Previous Meeting - The minutes of the previous meeting were approved.			
Matters Arising - There were no matters arising.			
Organisation – No agenda items.			
Finance			
Bank Balance	Bank balances at the end of November were: current account – £13,332.81 (includes Affordable Art sales of £4,200) and GDR (studio) - £2,404.07.		
Studio Accounts	Elizabeth reported that the outstanding electricity bill relating to a historic issue hasn't yet been paid but will need to be. Two smaller invoices from Kendal BID covering the past two years are also outstanding as is this year's building insurance (the latter delay is down to Peill). There will be balance of around £1,000 in the Green Door Rising account once these bills have been paid. The saga of the metre is still ongoing and it was agreed that we need to reconcile everything related to the change to Market Place Studios so that everything happens at the same time.		
Financial Position	John said that our finances are looking healthy. We are coming to the close of a difficult period when we can look positively towards the future. We need to spend some money to kick start things and think about where Green Door can go in 2022, and will be talking about that later on. Increasing activity means increasing Janice's hours and it was agreed that her hours should go back up to their original level.		
Premises			
Change to Market Place Studio	Jamie had sent through an email update following the artists' meeting with Peill and Co, and Janice read this to the Group:	Check lease and write notice	JB/JD
	<p>"Market Place Studios had a meeting this morning, and a meeting with Claire Bailey from Peill this afternoon. These are the results:</p> <p>The Lease</p> <p>The first thing that needs to happen with the lease, is that Green Door need to give notice to Peill to end their lease.</p> <p>Doing this will trigger an inspection of the property. Under the terms of GDs lease the interior should be painted and repaired before vacating. However, because of time and processes involved in doing this, which we appreciate Steering doesn't have - Market Place Studios are happy to forgoe the redecoration but</p>	Phone Jamie	JB

	<p>would expect some materials, or cost of materials, in order to do this ourselves. Claire already knows we may take this approach, and we will confirm this with her if you are agreeable.</p> <p>STEERING NOTE – THE MONEY TO REDECORATE THE STUDIO WOULD COME FROM THE GREEN DOOR RISING ACCOUNT SO PAYING FOR MATERIALS WOULD REDUCE THE AMOUNT OF MONEY WE TRANSFER TO THE STUDIO ARTISTS. WE HAVE ALWAYS KEPT A BALANCE IN THAT ACCOUNT FOR DILAPIDATIONS IF WE NEEDED TO LEAVE THE STUDIO.</p> <p>Green Door can give notice immediately, but realistically, Claire says it won't be processed until the end of January. Green Door can state a termination date, and Claire will work to dovetail Market Place Studio's new lease into that date.</p> <p>STEERING NOTE - TARGET TERMINATION DATE – 31 JANUARY</p> <p>2. Green Door's deposit While we were with Peill they checked on whether GD has paid a 3 month deposit. No deposit was paid.</p> <p>3. New Artist A new artist has stated she would like to take a studio immediately. During the transition period of leases, would it prudent that she pays Market Place Studios directly?</p> <p>STEERING NOTE – STUDIO ARTISTS ARE CURRENTLY COVERED BY GREEN DOOR'S PUBLIC LIABILITY INSURANCE. IF AN ARTIST DOESN'T HAVE A CONTRACT WITH US AND DOESN'T PAY US, THIS MAY AFFECT THE INSURANCE. IT WOULD BE BETTER FOR THE ARTIST TO PAY US INITIALLY.</p> <p>4. Electricity situation Sue has taken the installation of a Smart Meter as far as she, can without success. The best way of progressing would be that Green Door give notice to SSE to cancel their contract, and Market Place Studios will set up a contract with a new electricity provider, and investigate getting a meter in the studio."</p> <p>STEERING NOTE – THIS NEEDS TO DOVETAIL WITH OTHER ARRANGEMENTS FOR THE HANDOVER.</p>		
Green Door Items	Sue asked if alternative storage could be arranged for browsers, correx signs, glasses and anything other Green Door items in the studio. Kath could store some things and Liz Tracey has also offered. We need to confirm our hooks are there.	Find out just what there is.	JB/SR

Membership			
New members	We've had a lot of interest since the last meeting with four new members – Ciara Heaton, Alan Calvert, Jessica Emsley and Julia Matthew. We're waiting for one more person to pay.		
Exhibitions			
Exhibitions Group	The Group had a good meeting on Monday re future plans and Janice circulated minutes yesterday. Some of the ideas may need financial support from Green Door. John updated the Group on some actions already carried out by Frances.		
Low Sizergh Barn	Information has been sent to members and the response has been very good. The Exhibitions Group will decide on the selection process in early January.		
Wind in the Willows	It now looks as though the amount of work to be submitted will be ok with potentially 70 pieces of 2D work and 13 3D (some of which will be floor based and some in display cabinets). We'll know for sure on 4 Jan when stock sheets are due. If the Museum has a new curator in place, they will curate but if not they would like Jamie to do this. A member of Museum staff will hang the exhibition. Hang on Wed 19 and Thurs 20 if ness. Deliver on Wed morning - open from 11.00. The Museum have info and images for the poster. The Mayor will open the exhibition at the private view – 22 Jan (need to think about guest list)		
Events			
Art Trail	Date confirmed as 30 September – 2 October 2022. We need to find a new Trail coordinator. Jacqui expressed interest and would like find out more. Otherwise, we will go out to members.	Get together to find out more.	JB/JB/ EAS
Social Morning	Sue had emailed Janice to ask if Steering were still happy for the next meet (Tues 21 Dec) to go ahead given the change in Covid rules. It was agreed that as this was within the rules, it should be a personal decision by members (and particularly from Sue who has organised it).	Email Sue	JB
Marketing and Website			
Marketing	Janice would like to talk about social media in the New Year and to revisit buying banners.		
Any Other Business			
Member Survey	The last member survey was in 2018 and the Exhibitions Group suggested that we undertake another one. Hanna Bassett would be interested in drafting one for us.	Send previous survey to Jacqui	JB

Next meeting: Thursday 20 January, 7.00 pm