

Green Door STEERING

Steering Group Committee Meeting

Thursday 19 November 2020, 7.00 pm, via Zoom

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

Subject	Discussed / Agreed	Action	Who
Minutes of Previous Meeting			
The minutes of the previous meeting were approved.			
Organisation			
New members/roles	Steering welcomed Gilli Slater to her first meeting and Elizabeth Shorrocks to her first as Treasurer.		
Exhibitions Group	Janice asked the group about timings for future Exhibitions Group meetings. It was agreed that this was a decision for that group.	Email Tina re availability	JB
Finance/Contingency			
Bank Balance	Janice hasn't seen a recent print out or statement so doesn't know the current balance although the accounts are up to date.	Pick up statement	EAS
Mandate	Steering agreed that Elizabeth should collect a new mandate form from the Cumberland when she's next in Kendal and that this should be posted around new signatories before being returned to the bank. As we understand it, evidence of identity isn't needed for existing signatories or Cumberland customers. Bank statements will then be sent to Elizabeth.	Collect form	EAS
Premises			
Studio Repairs	The scaffolding has been erected around the studio. Janice has left a message for Stuart asking for an update and will follow up again next week.		
Vacant Studio	We've had an enquiry about the vacant studio (but don't want to let it until the work has been done). The prospective tenant wants to look around and Janice has asked Colin's advice on that (ie whether we can do that during lockdown). Cheryl Hitchcock is also interested in returning to the studio.		
Membership			
2020/21 Renewals	Janice has drawn a line on following up subscriptions – there's only one person who has said they'd pay but hasn't after several reminders so will be removed from the member list. 15 members have left (compared to 25 in 2019, 11 in 2018, 19 in 2017). Janice will prepare a final report on member numbers next time she updates the accounts. This is the summary of members:		

	<table border="1"> <tbody> <tr> <td>Full members @ £60</td> <td>5,220</td> <td>87</td> </tr> <tr> <td>Concessions @ £38</td> <td>266</td> <td>7</td> </tr> <tr> <td>Students @ £35</td> <td>175</td> <td>5</td> </tr> <tr> <td>Other</td> <td>130</td> <td>6</td> </tr> <tr> <td>Joined in Late 2019/20 with Subs to March 2021 *income included in 2019/20</td> <td>0</td> <td>4</td> </tr> <tr> <td>Free/Honorary</td> <td>0</td> <td>5</td> </tr> <tr> <td>Total</td> <td>5,791</td> <td>114</td> </tr> </tbody> </table>	Full members @ £60	5,220	87	Concessions @ £38	266	7	Students @ £35	175	5	Other	130	6	Joined in Late 2019/20 with Subs to March 2021 *income included in 2019/20	0	4	Free/Honorary	0	5	Total	5,791	114		
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New Members	<p>We've continued to receive a steady stream of enquiries – four since the last meeting of whom two have paid, one is deciding whether to join now or after Christmas, and one hasn't completed the form.</p> <p>New members are already paying a pro rata subs of £30 to take them to the end of March. From January, they pay the full £60 to cover 15 months (ie Jan 2021 to March 2022). Janice asked that, given the lack of activity, could we bring that forward to December so that new members would feel part of Green Door although they can't exhibit. Steering agreed to do this.</p>	Email Joan	JB																					
Exhibitions																								
Exhibitions Group	The Exhibitions Group meet again next week when they'll go through ideas for 2021 and decide which to take to the next stage (as agreed at the last Steering).																							
Group Exhibitions	<ul style="list-style-type: none"> • Four Seasons at Holehird has been cancelled (there is a chance it may happen in 2021 and we're at the top of Sara's list for when/if the Gaddum hold exhibitions again). • 'Green Shoots' at Upfront has been postponed and Elaine hopes to be able to open this in mid-December, depending on whether lockdown ends on 2 December. They haven't yet been in touch re selection. • 'Wind in the Willows' at the Dock Museum has been postponed until 2022. 																							
The Moon	Frances has been following up with The Moon but has had no response.																							
Rydal Hall	Frances will exhibit at the Café at Rydal Hall in November and December, and there's an opportunity for members to exhibit from Jan to April (two month slots). Roger suggested charging a small fee - £10 or £15 (commission on sales is 10%) – cover admin costs and Steering agreed that £15 is reasonable.																							
Events																								
Art Trail	Sue feels it would be helpful to have an assistant or to spread the work among several people so that the	Pull together all the jobs	JB																					

	<p>knowledge doesn't rest with one person. One member (Tina Allonby) has already expressed interest in helping. Another thing which needs to be factored into next year's budget are Janice's hours – in the run up to the Trail, a lot of her time is spent promoting it and this could be accommodated within her ten hours a week but not in fifteen hours per month.</p> <p>Sue will book venues after Christmas. Kath is happy to co-ordinate the Athenaeum again and someone will need to do this for Greenodd.</p>	that need doing and who currently does them so that we see where we need help.	
Marketing and Website			
Website	Liz has updated the security software for another year.		
	Liz suggested that we ask artists to add prices to work that's for sale and ask purchasers to contact them directly. Steering agreed to this idea.	Email artists	JB
Marketing	We had the poster ready for Upfront before the exhibition was postponed but fortunately hadn't ordered any print (Upfront were paying for most of it anyway). Otherwise, the website news, social media and newsletter continue as normal.		
Any Other Business			
Member Zoom	Several members were struggling with pricing work for the Upfront exhibition. Janice suggested holding a Zoom for members early next year to talk about this – and inviting Jamie to lead it.	Email Jamie	JB
Christmas Break	Janice will take her usual two week break over Christmas. This year, she plans to send out the last newsletter on 18 December and start work again on 4 January. She will deal with any enquiries from Upfront over the break.		

Next meeting: Thursday 7 January