

Shaftesbury Arts Centre

Minutes of Directors' Meeting held on 20th June 2016

Directors Present: Jenny Parker (Chair), Ruth Drewett, Chris Dunford, Sandra Trim, Richard Lloyd., Rick Longfoot, Sue Cadmore, John Cadmore,

Others: Val Baker

No.	Subject	
1.	Open Session None	
2.	Apologies for absence: Pete Ryley, John Pierce, Karen Tippins, Geoff Spencer, Amber Harrison	
3.	Approval and signing of minutes: Minutes approved and signed.	
4.	Matters Arising. Richard Lloyd has volunteered to put up H&S policy when it is ratified. Amber is in the process of updating the photo board, Jenny will remind her.	RL AH JP
5.	Treasurers Report JEP provided financial report No overdue creditors. Mortgage remaining of just over £74,000 JEP didn't think he had to do PRS reports; Discussion ensued about PRS reports. SC suggested contacting PRS to clarify what is needed before we ask for someone to take on the role.	JP
6.	Charities Commission Report Approval Charities Commission Report approved	
7.	Capital Fundraising We need to raise a substantial amount of money. Discussed writing letters directly to potential well known benefactors write letters.	
8.	Live Feed JEP has contacted National Theatre and Royal Opera House regarding Live Feed. We are eligible with exception of a satellite dish which JEP is researching with a view to purchase. Directors in favour of Live Feed.	
9.	Raise the Roof project Letter from Kevin Morris (Environment, Community and Commissioned Services) regarding design of new construction. Approved some of the design.	

	In order to manage expectations, SC suggested we communicate the more extensive project to the SAC membership as some members still think we are raising money simply to replace the roof.	
10.	<p>Reports</p> <p>Gallery Kate's cupboard is full of rubbish. Discussion regarding storage of rubbish prior to collection. The Gallery has raised over £14,000 so far this year.</p> <p>Music and Drama No Spring production, and no Summer production at the moment. There will be a Dorset drama League production. There is a shortage of directors (particularly musical) and set builders. Travel costs were discussed. Directors felt that if we pay 1 or 2 people then it may open it up to all. Discussed lack of productions, director to make personal approach to those interested in putting on productions to encourage them</p> <p>Youth Group Run into problems. Need a female in attendance. It is running at the moment. RD needs sight of SS DBS.</p> <p>Buildings Group Report produced. Approx. £1000 needs to be spent on upkeep of building in the summer. Vacuum cleaner needs to be hung on wall, JC to approach someone who may be able to do it.</p> <p>Fundraising</p> <p><u>Future events planned</u> Table top sale in Sept Murder Mystery in Nov Sam and Louise concert Father Christmas Grotto – we need to advertise for Father Christmas's Valentine's pudding night.</p> <p>Membership Report Figures slightly down. Film society numbers slightly up.</p> <p>External Bookings Possibly book ballet for 3rd December Mary Jess Leaverland 17th December</p>	<p>JP</p> <p>RD</p> <p>JC</p>
11.	<p>Chairman's business</p> <p>Donation senior films £400 from Senior films, JP wrote letter of thanks.</p> <p>Coffee Machine JC will investigate the possibility of a coffee machine. It would be useful for afternoons, but too slow for busy evening performances.</p> <p>Musical Directors JP feels that if we need a good musical director, (if we have a show we are allowing 40 or 50 people to take part), we should be prepared to pay. RL and SC said that we shouldn't make this the standard. Directors agreed that it would be a good idea to advertise for musical directors.</p>	JC
12.	<p>AOB</p> <p>Fundraising opportunity SC - Blackmore Vale Lions produce money off voucher books. Sold to public for</p>	

	between £10 and £15. We would sell them and keep 50% of the money. We would give an extra reduction for tickets, we could only offer reductions through this scheme. Will discuss this at the next meeting.	
13.	Date of Next Meeting 18th July 2016	