

MRAGM Committee Meeting Minutes

Date: 10 December 2015
Time: 5pm
Location: MRAG
Present: Jan Noble (JN), Sui-Linn White (SLW), Catherine Kingsmill (CK) Andrea Pugh (AP), Lizzie McLaughlin (LMc), Alasdair Smart (AS), Kim Blunt (KBI). Kattie Bugeja (KBu)
Apologies: Loretta Baker (LB), Brigitte Uren (BU)

SLW to act as secretary and take minutes for this meeting.

1. Minutes of the previous meeting 12 November 2015.

Motion: Minutes be received - moved AS, seconded AP Carried

2. Business Arising

SLW to follow up with research into continued ongoing membership of reinvigorated Australian Federation of Friends of Museums (AFFM)

3. Correspondence

- To Jenny Atchison MP acknowledging notification of state funding for MRAGM
- To Marion Roxborough expressing thanks for donation of quilt for Christmas raffle.
- From BU re Kim attending Dec meeting of MRAGM

Motion: Correspondence report be received - moved by AS, seconded by AP. Carried

4. Financial Report

4.1 Treasurer's Report

AS presented financial reports

Final statement 1 July-31 October \$4584 (figure provided by CIVIL)

Motion: October report received and accepted as tabled. Moved AS, seconded AP. Carried

Draft statement 1 July to 30 Nov 2015 for MRAGM – \$23 634

Motion: Draft set of figures moved. M: AS, seconded CK. Carried

4.2 Business Papers

i. AGM Acquittal

Cost: \$379.50

Motion: Endorse expenditure: Moved LM, seconded AS. Carried

ii. Christmas raffle

Acquittal report tabled. Total income \$757.

iii Free Art Sunday

Acquittal report tabled. Project cost: \$8400.00. Noted that weekly expenditure breakdown is required in a business paper to be presented at a later meeting.

Motion: That the monies be made available to the gallery to maintain classes to continue until next meeting. Moved: LM seconded AS. Carried

iv Print sale

Acquittal report tabled including budget, list of works ongoing records, file note re \$70 refund.

Action:

- JN to investigate previous decisions relating to this event.
- Review strategies for marketing print sale to improve outcome and maximise participation in opening event.

Motion: Acquittal report for print sale received. Moved LM, Seconded SLW. Accepted.

5. Membership Report

Report tabled KBU

Discussion:

- Understanding that front of house staff continue to discount memberships to account for unused portions of membership duration.
- Council's fees and charges
- Approval for request for special consideration for family discount received 1 Dec.

Membership report received. Moved: KBU Seconded: SLW Accepted.

6. Progress Reports

6.1 Legal Structure/Constitution

Nothing to report. Deferred to next meeting.

6.2 Events

- Further development of events schedule to be informed by Member Survey. Feedback to be sought through survey monkey. SLW and AP to develop.
- The Greats: Committee to promote
- Event evaluation to collect feedback from participants.

Action: AP and SLW to develop survey

7. General Business

7.1 The committee extends its sympathy to Brigitte and her family at the recent loss of Brigitte's father, Robert Leece AO.

7.2 Maitland Council has endorsed current committee.

7.3 VIP guest list

JN tabled suggestions for a draft VIP list. Following discussion this list was refined to target specific positions.

7.4 Artel – need to tighten up process for production

8. Announcements noted – next meeting Thursday 11 February 2016

Meeting closed at 6.45pm.