

**Maitland Regional Art Gallery Members Committee
MINUTES**

Date: Thursday 9 March 2017 **Time:** 5pm **Location:** MRAG

Present: Jan Noble, Sui-Linn White, Sue Groom, Andrea Pugh, Holly Fisher-Bidwell, Catherine Kingsmill, Brigette Uren

Apologies: Alasdair Smart, Loretta Baker (Absent, owing to vehicle breakdown while on Council Immunisation Duties in the Dungog District with no telephone/internet connection.)

Vale - Rosemary Keegan, Chairperson October 2011 - October 2014

Item 1: **Minutes of the previous meeting** 9 February 2017

Item 2: **Business Arising**
See Progress Reports & General Business

Motion: The minutes of the meeting 9.2.17 be accepted as a true and accurate record.

Moved: A. Pugh Seconded: C. Kingsmill

Item 3: **Correspondence**
Out: Attendance reply and Proxy Form for General Assembly of the WFFM on 17 – 21 May 2017.

It was suggested that it is timely for MRAGMC to have its own email account. Sue to follow up with Brigette.

Item 4: **Financial Report**
4.1 Treasurer's Report
Present by B. Uren in A. Smart's absence.

Motion: Final Statement of Receipts and Payments for January 2017 and Draft Statement of Receipts and Payments for February 2017 – be accepted as drafts pending clarification by A. Smart.

Moved: B. Uren Seconded: S-L. White

4.2 Business Papers

2016-08 Free Art January Fun Park (Tutor Fees) Acquittal Report

Presented by B. Uren

Summary points:

- Participation rate increased compared to 2016.
- Analysis of the types of activities provided previously guided planning this year, which offered targeted programs to a greater diversity of visitors.
- Total cost of the event was \$17,237.31 with MRAGM contribution of \$7560.00
- The event will be repeated based on positive audience feedback.

J. Noble expressed gratitude to B. Uren and Art Gallery staff for their support of the Free Art January. The chairperson also mentioned the need to continue to monitor costs/input by MRAGMC, notably staff hire and salary costs.

Item 5:

Membership Report

Presented by S-L. White

5.1 Current Membership

- 751 current memberships
- Membership data is available for a full financial year, which will allow trend analysis. Sui-Linn to work on this for a future meeting.
- One-year memberships are being encouraged at present until Incorporation is achieved for MRAGM.

5.2 Planning for Membership Drive 2017

- 2 Olive Tree Markets (22.7.17 & 25.11.17) will be opportunities for inviting memberships.
- Exclusive benefits for members need to be considered in planning.
- A meeting for the Youth Advisory Group is to be planned soon to re-engage young people.

Item 6:

Progress Reports

6.1 Incorporation

J. Noble presented a draft letter to Maitland City Council requesting a resumption of discussions regarding MRAGM's proposed Incorporation. The letter was accepted by all with a minor wording adjustment.

Action: Sue and Jan to prepare letter to send to MCC before next meeting.

6.2 Draft protocols

A. Pugh & J. Noble are currently working on protocol for Bus Tours.

6.3 Events Coordinator's Report

Presented by A. Pugh and H. Fisher-Bidwell

- Revised Events Calendar 2017 circulated
- Fundraising Events:
 - 'Art Trail' Event – Several concepts discussed. Issues such as price point & transport also considered. 20.5.17 tentative date. Andrea & Holly to make further enquiries to present at next meeting. Event to be offered to MRAG Members only.
 - Tour to Max and Nola Tegel's property including viewing of art collection and gardens – no further information at present.
 - 'Food Event' with Underground Epicureans as part of Hunter Wine & Food Festival – postponed until 2018 and possibly to be incorporated as part of "Hunter Red Project" (See General Business).
- Promotional Events:
 - MRAGM not to participate in MCC Aroma Festival or Steamfest.
 - Olive Tree Markets – 22.4.17 & 22.7.17 will be used as opportunities for encouraging membership.
- MRAGM Promotional materials
 - Membership Form Printing
Action: Andrea to arrange printing of 250 membership forms ready for Olive Tree Market in April.
 - Tote bag
Design – Art Gallery single line drawing building profile in red to be used for bags.

Further discussion is needed about tote bag and whether it is for fundraising and/or incentive gift. E.g. Suggestion was to offer a bag with new membership at a price to recover costs (\$5) as well as for fundraising (\$10).

Action: Andrea to enquire about final quote and example bag, if possible, to present at next meeting.

○ MRAGM 'Flags'

Previous quote provided was incorrect. Flags are \$219 + GST each. It was still decided to go ahead with this purchase.

Action: Andrea to order 2 Red & White 4300mm 'Bali' flags at a cost of \$219 + GST each plus 2 appropriate metal plates to anchor flags.

6.4 ARTEL Magazine Secretary's Report

Presented by C. Kingsmill

ARTEL Autumn 2017 circulated.

Main points:

- Catherine suggested that a new section be included in the magazine when there is no 'events' piece to report.

Motion: That a new section called 'Member Profile' be included in ARTEL when space permits.

Moved: C. Kingsmill

Seconded: A. Pugh

- Ideas for advertising are requested – please contact Catherine.
- Discussion regarding payment for advertising and issuing of receipts.

Motion: Cheques for payment of advertising are to be handed over at Committee meetings and recorded by the Secretary.

Moved: C. Kingsmill

Seconded: S-L. White

Item 7:

General Business

7.1 2018 Bi-centenary of European Settlement in Maitland – still for further discussion. J. Noble distributed support material with background information and references regarding Maitland's early history.

7.2 'Hunter Red Project'

Presented by B. Uren.

The Hunter Red Project is a collaboration between all of the Art Galleries in the region with the goal of sharing collections and providing professional development opportunities.

Brigette put forward that this could incorporate a whole of organisation approach to include volunteers and members. To achieve this Brigette proposed a bus trip for members to visit all venues and an introduction of MRAGM committee to other groups. All agreed that this is a good proposal.

Action: Brigette to draft a letter to member committees of art galleries participating in the Hunter Red Project to suggest meetings.

Item 8: **No Other Business**

Item 9: **Announcements**

Next Ordinary meeting: 13.4.17

Item 10: **Close 7.15pm**