

Maitland Regional Gallery Members Committee  
MEETING MINUTES Thursday 11 October 2018

**PRESENT:** Sui-Linn White, Leeroy Chapman, Brigitte Uren, Olivia Sophia, Holly Fisher-Bidwell, Ben Whiting, Andrea Pugh, Sally Denmead, Cheryl Farrell

**APOLOGIES:** Andrea Pugh, Alasdair Smart

**ITEM 1 Acknowledgement of Country**

S. White offered an Acknowledgement of Country.

**ITEM 2 Art Sale Update**

Presented by Cheryl Farrell

Story Wall: C. Farrell to circulate text content for the 'story wall' – which includes information on the Art Sale, the incentive artwork, Nell's work and the silent auction process – to the Committee before sending to print on 12/10/18. It was agreed that S. White would approve the text on behalf of the Committee. The signage quote has come in at \$550, which is less than the original projection.

Artwork pricing: The Committee agreed to add approximately \$230 profit to the cost price (wholesale + stretching) of the large Warlukarlangu paintings. The Committee agreed to price the Braddon Snape sculpture at \$3100 (incl. GST).

Run Sheet for Event: Committee members were asked to meet at 4:15pm on Friday for a briefing on the process of the Art Sale. Committee Members have been allocated tasks for the evening. **Action Item**: please contact C. Farrell if unable to fulfil allocated role.

Online sales: In response to several requests from potential clients outside Maitland, it was decided that MRAG will upload installation images of the Art Sale to the Gallery's website as well as a pdf of the room sheet, which includes all artwork details and prices. MRAG will also select a few individual artworks to post on social media with prices and information on how to purchase remotely.

Target: The Committee would be thrilled to profit \$18,000 from the Art Sale which would enable the Members to support 100 Free Art Sundays.

Motion: The Art Sale Report is accepted

Moved: C. Farrell | Seconded: O. Sophia  
Unanimously Carried

**ITEM 3**

**Minutes of the previous meeting:**

Motion: The minutes of the previous meeting, 13/09/18, are accepted as a true and accurate record.

Moved: O. Sophia | Seconded: H. Fisher-Bidwell  
Unanimously Carried

**ITEM 4**

**Business arising from the minutes**

Business to be carried over to the next meeting: B. Uren's report on Business Memberships and S. White's report on the Soup and Shakespeare event.

**ITEM 5**

**Correspondence**

**Out:**

07.10.18: The Maitland Mercury online – Art Sale media and feature on Lara Scolari

08.10.18: 2NUR Radio – pre-recorded news grabs on the AGM and the Art Sale

08.10.18: The Maitland Mercury – AGM and Art Sale story

**In:**

6/10/18: Philippa Graham, Chair of Sculpture on the Farm – thank you letter

8/10/18: Margaret Cholipski, guest on Sculpture on the Farm coach trip – thank you letter

27/09/18: Information about the Australian Federation of Friends of Museums (AFFM) AGM and conference in October 2018 and request for news from NSW member organisations. The Committee resolved that the Secretary will send the AFFM a brief report on the MRAGM's activities.

Motion: The correspondence is noted

Moved: O. Sophia | Seconded: B. Whiting  
Unanimously Carried

**ITEM 6**

**MRAG Update from the Gallery Director**

The Gallery is currently in fundraising mode. MRAG has just applied to the Regional Cultural Fund for a complete upgrade of the Gallery's air-conditioning, requesting \$890,000.00 in total.

As well was the Art Sale fundraiser event next week, there is also the Lawsons auction of works from Pat Corrigan, and the Arts and Health Fundraiser on 2 November. Raffle tickets are available if Committee

Members are not able to attend the Arts and Health fundraiser.

B. Uren will be away for a week from 21 October to attend the Museum Leadership Course run by the Gordon Darling Foundation. Kattie Bugeja is now on maternity leave and Kim Blunt has returned from long service leave.

Motion: The Director's Report is accepted

Moved: B. Uren | Seconded: B. Whiting

Unanimously Carried

**ITEM 6      Financial Report**

6.1 Treasurer's Report presented by B. Uren:

Total income for September period: \$11,644.00

Total outgoings for September period: \$1,691.00

B. Uren to confirm income for functions.

Due to Council's transition to new accounting software there are a number of commitments not accounted for. It is recommended that the financial statements are noted rather than ratified.

Motion: The Financial Report is noted

Moved: B. Uren | Seconded: H. Fisher-Bidwell

Unanimously Carried

6.2 Business Papers

Business Paper 2018.09 for ARTEL External Redesign.

Following on from the ARTEL Review, S. Denmead sought three quotes for the redesign of ARTEL. The tender process returned one stand-out quote from Jaime Pritchard, which, at \$3,530.00 was almost \$3,500.00 cheaper than the other quotes returned. Jaime Pritchard's quote also demonstrated an excellent understanding of the brief and her company is aligned with the Maitland community.

Motion: Jamie Prichard's quote of \$3,530.00, outlined in Business Paper 2018.09 is accepted.

Moved: S. Denmead | Seconded: S. White

Unanimously Carried

S. Denmead proposes to request additional quotes from Jaime Pritchard in the future for smaller graphic design items such as ad template design.

Business Paper 2018.10 ARTEL New Format Print Run  
A cap of \$1700 is requested for each print run in 2019.

Motion: Business Paper 2018.10 is approved.  
Moved: S. Denmead | Seconded: O. Sophia

**ITEM 7**

**ARTEL Magazine Secretary's Report**

S. Denmead has prepared an outline of content for the new-look ARTEL. This material will be given to the graphic designer to use as a guide. S. Denmead will circulate the 'ARTEL content review' to the Committee for feedback. **Action item:** Committee members to provide feedback before the November meeting to assist the timely delivery of first edition of the new-look ARTEL in March 2019.

Discussion noted that ARTEL communicates our identity as an organisation to members and the public, and careful thought should be given to content. For example, MRAGM is community focused and preference should be given to people over artworks on the cover of the magazine.

Motion: The Magazine Secretary's Report is accepted.  
Moved: S. Denmead | Seconded: O. Sophia

**ITEM 8**

**Membership Report**

There were 18 new members during September, bringing the total number of current financial members to 670. The gap in expired members is gradually closing, and we have retained more financial members than this time last year.

Discussion noted that families have signed up for memberships so that their children can be involved in the 'Kids Wall' at the Art Sale.

The Membership Report is accepted:  
Moved: L. Chapman | Seconded: S. Denmead

**ITEM 9**

**Event Coordinator's Report**

The update from the Event Coordinator is deferred until the next meeting.

**ITEM 10**

**AGM and Annual Report**

The draft Annual Report was reviewed by the Committee and it was recommended that the content be checked for accuracy against the reporting period,

and that the Acknowledgement of Country be checked against Council's recommended format.

The Committee discussed the agenda for the AGM, and resolved to include recommendations for changes to ARTEL magazine, as well as reports from the Chair and the Treasurer.

O. Sophia raised the possibility of a day change for Committee meetings due to regular clashes with exhibition openings. The Committee agreed that Wednesdays were suitable for all members and this change would also be recommended at the AGM.

**ITEM 9**

**Announcements**

AGM and Art Sale: Friday 19 October 2018 from 5pm  
Next Meeting: Wednesday 7 November 2018, 5pm

**Meeting closed, 7.30pm**