

BRIGHTON AND HOVE CAMERA CLUB
Minutes of the Committee Meeting of 10th
August 2010
Held at Colleen's Place

Members Present

<p>Colin Miller (President) Tony Bowall (Vice President) David Gerrard (Secretary) John Francis (Treasurer) Anna Christmas Norman Atkinson (New Member Secretary)</p>	<p>Jerry Webb Claude Lester Rod Orrell Colleen Slater David Wilsdon</p>
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	Action
<p>1) Welcome & apologies</p> <p>Anthony Hunt sent his apologies</p>	
<p>2) Actions from Previous Meeting</p> <p>Covered in meeting.</p>	
<p>3) Preparations for moving to New Hall</p> <p>Steve Boyle has estimated the cost of building one print display stand to be £450. The lighting for this is expected to be an additional £250-£300 making the total cost of one stand between £700 and £750 – slightly more than originally thought.</p> <p>The intention is to stick to the original plan of getting one built and “tested” two weeks before the start of the season and then decide how many more to order.</p> <p>Colin has asked Steve to start the new stand, but unfortunately Grant Finney (who is doing the lighting) is currently on holiday. Ideally we need it completed by the end of this month!</p> <p>Jerry has offered to liaise with Steve to check progress and arrange a dry run at the HMH.</p>	<p>JW</p>

<p>We believe we can use our existing side panels in the new hall by just putting them onto tables.</p> <p>4) Plans for new Exhibition space</p> <p>Claude reported that she has found a new gallery space at the Koba Bar in Western Road virtually opposite the Old Market. She hasn't calculated the no. of photos we can hang there yet but we have been told we can exhibit there for the Photo Fringe in October and again next year for the Festival. Claude asked for a budget to spend on food/drink/publicity for the Photo Fringe private view in October. Jerry agreed to work out an estimated cost. The theme for the Photofringe is "Brighton People & Places". Frame storage boxes are not an issue at the moment but will be in November. Claude is intending to sell off all the Club's old frames at £5 each.</p> <p>5) Presidency</p> <p>Colin has announced his intention to resign as at the end of 2010. Dave G has offered to take over from January to May when the Club can then formally elect a new president at the AGM. This means we need to find a new secretary. What are the Secretary's duties? Dave G probably does some things that should be dealt with elsewhere. All Committee members to document what they believe their job descriptions are before the next committee meeting. Colin and Jerry agreed to go off and talk to a couple of people about the possibility of taking over as Secretary.</p> <p>6) Frame Storage</p> <p>Dealt with. (see point 4 above)</p> <p>7) Finalise 2010-2011 Programme</p> <p>Programme has now been finalised with all Entry Group Thursday sessions fully documented. Norman said that he had e-mailed all 85 people on our waiting list and invited them to come along to our opening evening! All people from now on who apply must go on a new waiting list. Colin will e-mail the membership and suggest that they renew their membership asap. – preferably by direct payment into the Club's bank account. We need at least 4 people on the door on the first night to collect potential</p>	<p>JW</p> <p>ALL CM&JW</p> <p>CM</p>
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<p>new members and introduce them to existing members. Jerry offered to organise 4 people to do this. Norman will ensure there is a signing on sheet available on the first night that should include the 85 potential new members. Claude has suggested this is done in alphabetic order using forenames. Norman will also e-mail the 85 again and ask them to get back to him if they are going to come along on the first evening. Claude also suggested that the door rota is put on the website rather than pass round a clip board. Dave G agreed to request John Hazard to do this. Anthony Hunt is currently our only Front of House person. Claude agreed to e-mail the whole Club to request someone to assist Anthony. Dave G, Tony, Norman, and Colin to meet potential new members in the main hall during the coffee break. Committee agreed to the suggested £3 for the two starred evenings in the programme as well as for all the workshops at the ELC. The subject of budgets came up (again) and Colin asked each 'department' to come up with a proposed budget. Rod was asked to come up with what spend the Club should be considering for speakers in a season.</p> <p>8) Final Accounts</p> <p>There was unanimous agreement to the end of year accounts (attached to these minutes) which have already been examined by Bob Webzell. Colin signed them off.</p> <p>9) Workshop Convenor Role</p> <p>Tony agreed to do this next season.</p> <p>10) Further work on Committee structure</p> <p>All committee meetings to go in Events diary on website. Agendas to be sent to the Club Officers as well as Committee members.</p> <p>11) Photofringe Plans</p> <p>This will be an exhibition at the Koba Bar as already mentioned</p>	<p>JW</p> <p>NA</p> <p>NA</p> <p>DG</p> <p>CL</p> <p>ALL</p> <p>RO</p> <p>DG</p> <p>DG</p>
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<p>12) Distinctions Workshops</p> <p>The Committee's view was that we should not charge up front for Distinctions sessions but that we should make a charge on the door for each session.</p> <p>There should also be a formal enrolment so that Trevor and Bill are aware who has put their name forward. Club members should encourage others who we believe are capable to do Distinctions.</p> <p>Bill and Trevor should stick to the published dates so that members can plan ahead to attend.</p> <p>Ideally they should do the L and A sessions together rather than have different evenings.</p> <p>Dave G to talk to Bill and Trevor about these two points</p>	<p>DG</p>
<p>13) AOB</p> <p>John Francis notified everyone that he won't be at the Club for the first two meetings.</p> <p>Jerry asked who has keys to the HMH?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Colin has keys and card <input type="checkbox"/> Dave G has keys and card <input type="checkbox"/> John Hazard has keys and card <input type="checkbox"/> Nick Eastham has keys 	<p>DG</p>
<p>Can we get another card?</p> <p>Dave G to enquire.</p> <p>Colin had agreed to co-ordinate the Club's entries to the PAGB print competition at Connahs Quay this October.</p> <p>Committee thought it would be better for Colin to find someone else to take this on. Colin agreed to try and find someone.</p> <p>Anna mentioned that the new Member's FAQ was not working on the website. We believe John is updating this but Anna to e-mail John.</p> <p>Claude isn't sure if the Club frames are covered under our insurance.</p> <p>Claude to e-mail John Francis to remind him to check.</p> <p>.</p>	<p>DG</p> <p>CM</p> <p>AC</p> <p>CL&JF</p>
<p>Meeting finished at 10.00pm</p> <p>Next meeting will be at Claude's place on Thursday 23 September at 7.30pm. Claude's Address</p>	

BRIGHTON & HOVE CAMERA CLUB**Accounts for the period 1 June 2009 - 31 May 2010**

<u>INCOME</u>	<u>2009/10</u>	<u>2008/9</u>	<u>EXPENDITURE</u>	<u>2009/10</u>	<u>2008/9</u>
<u>brought forward:</u>			Rent	2,077.00	1,866.55
Bank account	5,908.24	5,563.61	Admin.	522.46	409.66
Cash	21.60	16.10	Lecturers & Assessors	650.00	968.70
Sub total	5,929.84	5,579.71	Subs paid	117.61	83.31
Prepayments	637.15		Exhibition costs(net)		926.60
Liabilities	-127.66		Insurance	745.91	247.63
Sub-total	509.49	5,579.71	Non-capital equipment	197.03	300.39
Member subs	6,234.00	5,205.50	Donations paid	100.00	245.50
Door receipts	0.00	264.50	Comp. plaques/engraving	113.19	109.93
Canteen receipts(net)	219.22	228.12	Sundry		0.02
Library(net)	0.00	9.25	Refunds	357.65	
Donations	5.00	25.00	Sub-total	4,880.85	5,158.29
Bank interest	6.19	11.53	Prepayments	556.38	637.15
Sundry	155.02	0.00	Liabilities	0.00	-127.66
Sale of eqpt.	80.00	233.12	Capital Expenditure	1,424.03	8,122.11
Exhibitions	786.17		Sub-total	1,980.41	8,631.60
National Lottery Award	0.00	8,163.00			
Sub-total	7,485.60	14,140.02			
<u>TOTALS</u>	<u>13,924.93</u>	<u>19,719.73</u>	<u>Balance carried forward:</u>		
			Bank account	7,046.29	5,908.24

Cash	17.38	21.60
Sub total	7,063.67	5,929.84
<u>TOTALS</u>	<u>13,924.93</u>	19,719.73

Club equipment:

Replacement value: £18,576 Insurance value: £17,576

I have examined the accounts for the period 1 June 2009 - 31 May 2010 & am satisfied that they appear to be a true record of the Brighton & Hove Camera Club's income & expenditure for that period.

Signed..... (Bob Webzell ARPS)

Address:

Received on behalf of Brighton & Hove Camera Club:

President.....(Colin Miller ARPS)

Treasurer.....(John Francis LRPS)