

**BRIGHTON AND HOVE CAMERA CLUB**  
**Minutes of the Committee Meeting of 29th**  
**September 2010**  
**Held at Claude's Place**

**Members Present**

<p>Colin Miller (President)          Tony Bowall (Vice President)          David Gerrard (Secretary)          John Francis (Treasurer)          Norman Atkinson (New Member Secretary)</p>	<p>Jerry Webb          Claude Lester          Anthony Hunt          Colleen Slater          Rich Cutler</p>
--	---

	Action
<p><b>1) Welcome &amp; apologies</b></p> <p>Anna Christmas &amp; Rod Orrell sent their apologies</p>	
<p><b>2) Actions from Previous Meeting</b></p> <p>DG has spoken to John Hazard about putting Door rota on website.          Anthony to send list to John.          DG yet to ask HMH for another swipe card</p>	<p>AH          DG</p>
<p><b>3) Club Membership Levels</b></p> <p>Jerry has spoken to Felicity to obtain Fire Regs. But these don't seem to exist. Felicity thinks capacity is around 130. There were 95 people in the hall last Tuesday. Committee agreed to restrict entry to 110 and Anthony will ensure people on the door are aware.          Colin will send an e-mail to all existing members who have not yet renewed saying that unless they pay in next 7 days places we will assume they are not renewing and offer places to 18 people on waiting list.</p>	

<p><b>4) Job Descriptions</b></p> <p>There was an action from the last meeting for Committee members to write their job descriptions. The following are outstanding:- Colin Miller – President Jerry Webb – Publicity Anthony hunt – Front of House It was agreed that these would be done by 8 October 2010 Rich offered to get these put on the website when complete.</p> <p><b>5) Budgets</b></p> <p>Another action from the previous meeting was for members to provide provisional budgets. There was some concern from members that they had provided this information previously and nothing had been done with it. Rod Orrell, as <b>Programme Secretary</b>, had sent the Committee his estimate of £1000 for external speakers. Regarding <b>Publicity</b> the situation was changing with mediums such as Facebook, Flickr etc. becoming more prevalent and which the Club should make more use of. For posters we should be sending out files for members to print and use. However a budget of £500 was considered reasonable. Norman thought a budget of around £100 was suitable for the <b>New Members' Secretary</b>. This doesn't include the cost of issuing the renewal packs which John believed was somewhat expensive this year. <b>Exhibitions</b> is complicated by the fact that we currently do not have an exhibition space. However an estimated budget of £1000 was suggested.</p> <p>No further action on budgets was agreed.</p> <p><b>6) New Display Equipment</b></p> <p>DG had previously sent out an e-mail to Committee members showing the costs of purchasing further display stands plus lighting. (see Appendix I) Committee <u>unanimously</u> agreed to go ahead with the purchase of 3 more stands plus lighting bringing the total to 4 stands plus lighting. The estimated total cost of this is £2582. Colin agreed to inform both Steve and Grant to give them the go ahead. The intention is to have all the boards painted 18% grey.</p>	<p>CM/JW/ AH</p> <p>CM</p>
---	--------------------------------

<p><b>7) Exhibition Space</b></p> <p>Claude confirmed that we were going ahead with using the Koba Bar in Western Road for the Photofringe exhibition. We should be able to get around 75-80 framed prints in there.</p> <p>There was no guarantee that we can use this in future exhibitions as there will be competition for exhibition space.</p> <p>The Club desperately needs some permanent exhibition space and it was agreed that spending up to £2000 to hire a decent space seemed reasonable. Anthony said that he had contacts with Mike Weatherley (our MP) and agreed to ask him about gallery space.</p> <p>Suggested venues were the Phoenix gallery and Spanner Works.</p> <p>Stomp has bought the Old Market and Colin agreed to talk to Luke Cresswell (owner of Stomp) to see if we can still exhibit there.</p> <p>Claude agreed to e-mail all members to ask if anyone knew of any potential gallery space in Brighton.</p> <p>Regarding print boxes Claude agreed to work out exactly how many we need and liaise with Tony to purchase. (£350 has already been agreed by the Committee to spend on frame boxes).</p>	<p>AH</p> <p>CM</p> <p>CL</p>
<p><b>8) Committee Structure</b></p> <p>There still seems to be some confusion amongst the Club “officers” as to how the Committee works and how they can feed concerns or requests for decisions into the Committee.</p> <p>Claude agreed to send out an e-mail to the officers with further explanation.</p>	<p>CL</p>
<p><b>9) Photofringe</b></p> <p>This was covered under Item 7.</p>	
<p><b>10) Distinction Workshops</b></p> <p>17 people approached Bill &amp; Trevor to confirm they were interested in RPS distinctions. DG has now therefore booked the Lecture Hall at the ELC for these sessions.</p> <p>We need to ensure that the hall is prepared for both these sessions and the first New Members meeting on 14 October. Tony is working on this</p>	<p>TB</p>
<p><b>11) Newsletter</b></p> <p>It was agreed that this should be cancelled as it is becoming more difficult to get members to write articles.</p>	

<p>We need to use the website more to publish news and articles but we need a website editor to take this on.  We should also consider having a “blog”.  (I haven’t noted any actions to progress this.)</p> <p><b>12) Christmas ‘Do’</b></p> <p>The feedback from last Christmas’s do at the Westbourne was not that positive.  The issue of using the HMH is that we cannot have alcohol on the premises.  Colleen suggested using the ELC for the Christmas do. There was some concern that with the current numbers of around 90 coming on Tuesdays the ELC would not be big enough – especially if partners were invited.  Tony agreed to check out the venue when he goes there.</p> <p><b>13) AOB</b></p> <p>We need to do fairly regular announcements about fire exits. Anthony agreed to do another announcement next Tuesday.  We also need to ensure there is a suitable gap between the projector screen and the fire exit.  Claude suggested that we have a David Miles retrospective exhibition at the Grange. DG agreed to ask Sue if she is OK with this.  Claude will then ask Chantal to book the Grange.  Colleen agreed to do an ongoing spreadsheet from the Tuesday register so that the Club is aware of which members are coming to which events and also who is not coming anymore.  The Committee provisionally booked the following Wednesday dates for meetings for the rest of the season:-  17 November 2010  19 January 2011  16 March 2011  11 May 2011  22 June 2011</p> <p><b>Meeting finished at 9.40pm</b></p> <p><b>Next meeting will be at Claude’s place on Wednesday 17 November at 7.30pm.</b></p>	<p>TB</p> <p>AH</p> <p>DG</p> <p>CS</p>
--	---

## Appendix I

As we will need to discuss this tomorrow night this is the story, as I understand it, so far:-

The new print stands are £450 + VAT each.

We have one already and have ordered a 2nd one.

We need to decide tomorrow night whether we:-

- a) order a 3rd (Steve Boyle believes it would be easier for him to make two at a time rather than one.)
- b) order a 3rd and 4th (ie. Steve would then make a further 3 stands)

The lighting is £350 for 6 lights. If we order a 4th stand then we will need 2 more lights.

In summary if we go with 3 stands + lights the cost is £1350 + Vat + £350 = £1936

If we go with 4 stands + lights then the cost is £1800 + VAT + £467 = £2582.

So far I don't think we've paid for anything (?) John Francis may know differently.

Dave