

# Minutes

## Brighton and Hove Camera Club

11 July 2017

Farm Tavern, Farm Road, Hove

### Agenda Item

#### Welcome, roll call and apologies for absence

Paul Stillman	(President)
Steve Boyle	(Vice President)
Jerry Webb	(Vice President)
Nick Eastham	(Vice President)
Colleen Slater	(Treasurer)
Tracy Wadey	(Secretary)
Tony Bowall	(Committee Officer)
Ali Benjamin	(Committee Officer )
Claude Lester	(Committee Officer - co-opted)

All committee members present

#### Minutes of the previous meeting

Review minutes of 22 May 2017- Committee Meeting

Minutes passed and will be posted

#### Carry-over and Action items from previous meeting's

##### Club Equipment.

- **Projector.** **Tony Knight** is asked to investigate a replacement that will meet the clubs needs and report back to the committee during the summer recess. This is In hand **Nick Eastham & Steve Boyle** to work with Tony.
- **PA.** **Paul Stillman & Tony Bowall** ...to investigate
- **Spider Calibration software.** Tony reported the software may need upgrading. **Steve Boyle** to work with Tony
- **KeyNotes.** Presentation Software. **Steve Boyle** to work with Tony

### Projection Team Guide.

**Tony Knight** is asked to produce a set-up and operation guide. Also to work with\hand off to the new projection team member. **Steve Boyle** to work with Tony

### Club picture frames storage.

**Tracy Wadey** - Presented details of Plastic Storage Boxes, Sealed vacuumed storage bags &Silica gel and has been requested to investigate further.

### Print Easels.

**Tracy Wadey** demonstrated an easel to the committee. This was decided to nor be suitable.

### Front of House - Set-up\Take Down.

**Jo Teasdale** to be asked to email the members weekly \ monthly rota and expectations (e.g. not just set-up bus also take down).

**Presiding Member** at each club evening to make sure this is also done. *This may need a 'slide' to be shown at the start\end of each meeting.*

**Tracy Wadey** Liaise with Jo regarding slide & documentation of the jobs & proforma email to be sent weekly.

### Website Admin.

**Tracy Wadey** to follow-up with the Web Team with regards to adding minutes.

**Claude Lester** to follow-up with the team regarding other web-site aspects:-

- Committee details.
- HTML Links to members sights\Flickr\ Facebook etc etc
- Adding content to Galleries
- Etc...

### Treasurer's Report

**Colleen Slater** Reported that the handover has been done at a meeting with John Francis, at his home, held on Friday 7th July. **Paul Stillman** also attended.

- A discussion was had about the use of 'web collect'. It was decided to review its use after this year's membership enrolment was done.
- We may need a new auditor at the end of the year as our current auditor is over committed.
- We discussed the payment of members\non-members\potential members for 'paid evening'. It was decided stay with the current arrangements.

## **New Business**

### **Program for coming season.**

The program has been finalized and will be published next week.

It will be published along with the renewal notices.

Paper versions will only be printed by request

### **EGM Notice.**

Committee reviewed the EGM notice to confirm the appointment of Claude Lester as a Committee Member. The EGM will be held on the first 'in-house\non-presenter' evening of the coming season.

### **Any Other Business**

The committee expressed a wish to present a gift to John Francis for his long service as a club treasurer. **Jerry Webb** will speak to John and **Tracy Wadey** will then gather details of a suitable photography book.

The committee discussed the 'meet & greet' for new members.

**Claude Lester** will look into producing 'name\role badges' for the committee and the greeters to help the process

### **Date, Time and Place of the next meeting**

August 22nd - Farm Tavern - 19:30