

Minutes

Brighton and Hove Camera Club

22 August 2018
Farm Tavern, Farm Road, Hove

Agenda Item

Welcome, roll call and apologies for absence

Claude Lester	President
Tracy Wadey	Secretary
Colleen Slater	Treasurer
Russell Williams	Vice President
Peter Castleton	Vice President
Nick Eastham	Vice President
Steve Boyle	Committee Member
Stella Michaels	Committee Member
Rod Orrell	Committee Member
Ali Benjamin	Committee Member
Al Punja	Committee Member

- Steve Boyle did not attend and sent his apologies

Minutes of the previous meeting

Review minutes of Committee Meeting 18th July passed by committee.

Carry-over and Action items from previous meeting's

Website Admin.

- Nextgen galleries investigation is ongoing.
- List of '#' tags is being formulated.
- Cookies Policy being formulated
- Inclusion of Slack enrolment into the club website page has been built to be installed behind the login firewall.
- Blog and Outside Information source etc to be removed as no longer relevant or maintained.

Claude Lester to work with the web management team.

Bill Wisden exhibition and memorial.

- Brighton Library has been booked and Bills exhibition will be given two weeks as part of a month long club exhibition (*see below*).
- Nick Eastham will start publicity around end of December
- The plan to sell some of Bill's work for charity under investigation.
- A 'Memorial' (prize etc) is under investigation.

[Stella Michaels is heading the arrangement for the exhibition.](#)

[Steve Boyle for the Print sale and memorial.](#)

[Nick Eastham for the Publicity.](#)

Club - Specific Interest – Subgroups.

- Slack 'user' documentation is being worked on. (*How to sign-up and how to use – two docs*)

[Claude Lester is working on this.](#)

Publicity.

- The use of #Tags ' **#BHCameraClub** ' to, if possible, be applied automatically when images are posted to the **Website, Facebook, Flickr or Instagram**. Usage *automatically?* -
- **Flickr** accounts re-launch *all non\elapsed members removed*

[Rod Orrell was asked to look at the Flickr set-up](#)

Club Management Teams support and Working Groups.

- The various teams that help run the club need to be invited to committee meeting and be given time with work with the committee when appropriate.
- The teams - **Entry Group Conveners, Competitions Team, Website Team, Exhibitions Team, Programme Team, Projection Team** - have a major impact on the club and should be offered assistance and input.
- 'Working Groups' [*Team members, committee members and other 'experts'*] should be formed for longer term and deeper investigation and formulation of policy with the teams.

[Claude Lester and the wider committee will work toward this goal](#)

Equipment Replacement.

- The need to replace the **laptop** was discussed. Russ Williams stated that the main problem was PowerPoint. The projection\program teams will contact each presenter to ensure the content is compatibility with our hardware and software. If there is an issue the Russ can loan a laptop.
- The need for a new Laptop will be kept under consideration
- The PA microphone seems to be faulty and may need replacing.

[Russell Williams will manage the Laptop and PowerPoint issues](#)

[Tracy Wadey will manage the PA microphone](#)

Exhibitions.

- Exhibition status to including Bill Wisdens work.
- The date run 11 Feb. – till 10 March (28 days). Bill for the first 14 days and a general club exhibition for the second.
- Alternate display spaces was discussed .. e.g. Rail station, Brighton Museum etc.

[A working group to be formed to include the Exhibitions Team plus Claude Lester , Stella Michaels, Rod Orrell, Peter Castleton](#)

Front of House.

- A board with photos of the Club Officials is being produced.
- 'Pools' will be organised for various club evening tasks - *set-up\take-down, Door management, canteen*. The expectation is all members a part of a pool!
- Members must 'sign-out' if they leave early.
- 'Aide memoire' laminated sheets for register, evening opening and closing addresses etc. ongoing
- It was decided that £3 should be charged for 'tryout evening' which are redeemable if the person becomes a member..
- A Committee member should attend the door area.
- A 'Non members' attendee sheet will be created.

[Front of house team and committee to work this](#)

New Chairs.

- HMC has taken delivery of new seating for the hall. These are professional-grade fold-up seats

Outgoing President.

- Suitable gift to be presented in the new season. A motoring book and a card to be purchased.

[Steve Boyle to organise this](#)

Competitions.

- [A working group](#) will be formed to look at club competitions.

[A working group to be formed to include the Competitions Team - plus Claude Lester, Colleen Slater , Peter Castleton, Al Punja](#)

Membership.

- The need to expand the age-range and demographic of the club membership was agreed.
- The possibility of forging links with the university, city college and schools was discussed.
- To better understand what members want from the club, and to understand reasons for past members not renewing their membership, the committee will instigate paper survey questionnaire and Survey Monkey online questionnaire. **Al Punja** presented a draft questionnaire.

A working group to be formed: Claude Lester, Tracy Wadey, Al Punja, Russell Williams, Rod Orrell and Stella Michaels.

The scope of the group was discussed to include:

- Poster\flyer advertising.
- Contacts with the Technical College . Brighton University . Photoworks magazine etc.
- Advertising in local 'free' publications.
- 'Recommend a friend' and get cheap renewal?
- Facebook membership – etc.

Club Name Change.

- The committee feels the need to review the clubs name and logo is overdue. It's felt that it currently gives the wrong impression and dissuades some people from joining.

A working group to be formed: Claude Lester, Tracy Wadey, Nick Eastham Ali Benjamin

Treasurer's Report

- Colleen Slater to present the current state of the clubs finances.
Members are joining and funds are coming into the club.

AOB

- It has been noted that **John Hazard** is standing down as **Membership Secretary** at the end of this season. A new person will need to be approached before then to ensure a smooth handover.
- The Christmas celebration will be held at the Farm Tavern on Tuesday 18th Dec.

Date, Time and Place of the next meeting

- October 22nd at 19:30 at Farm Tavern, Farm Road, Hove

Addendum about working groups.

Working groups are being formed to look more deeply into certain issues.

They will include some Committee members, Management team members (e.g. Competitions team, Exhibitions team etc) along with other members who are able bring their expertise to bare. They will have a defined 'brief' and 'time-frame' and be asked to report back to the Committee.