**Cam Valley Arts Trail Meeting Minutes 5 October 2017**

**Present:**

Karen George (Chair), Terry Bridgeman, Janet Jackson, Helen Rushton, Sally Gardiner, Jo Eddleston, Alison ter Haar (Publicity co-ordinator), Ginny Lake, Shelagh Hetreed, Diana Connor, Jane Woodman, Kate Westcott, Sheila Richardson (Membership Sec), Jackie Mason, Richard Lane, Annie Davenport, Lucy Empson (Secretary), Jane Hall, Gina Belford, Jenny Bingham, Michelle Cattanach

**1. Apologies**

Apologies: Andrew Eddleston, Sue Walker, Sue Gent, Wendy Greenwood, Diane Walker, Chris Weaver, Roger Billingham, Annie Davenport, Jo Whitland, Lorna Brooks, Kate Marshall, Anna Hurwitz Linda O’Gorman Yvonne Elston, Sophie Piddock (Treasurer), Martin Rumary, Shuya Cheng

**2. Matters Arising**

Minutes from the last meeting, 14 September, agreed as correct. Thanks to Alison for taking minutes.

Arising from these minutes: Sophie, please send finance update.

**3. Membership Update**

1. Welcome to our new members. Currently membership is at 48.

2. Sheila to ask Sally Pullin for an update of website photos/information.

**4. Finance and Funding**

1. Sophie to provide Finance update for the next meeting.

2. Trail 2017 – we are likely to have a shortfall of around £60-70 on our costs for this year’s trail.

3. Our insurance will be due for renewal in mid March 2018. The rebate still owing from our previous insurers, who went into liquidation, is still outstanding.

4. Clutton Parish Council successful grant application £100 for workshops.

5. Easyfundraising raised £156 to date. Please register to support us if you can. www.easyfundraising.org.uk/causes/camvalleyartstrailgroup

6. Sponsors – no update. Sophie to update on who has paid/not.

**6. Publicity Update**

**1. #celebrate5**

Thank you to everyone, so far, who has sent images containing 5 items of work, or a piece of work with 5 in it, for us to be able to use these in our campaign to help celebrate our 5th Arts Trail.

Please do send your images, if you haven’t yet, as the more we have the more we can publish on social media.

If you post on FB, Twitter or Instagram do include the tag #celebrate5 and @camvalleyart in your posts

**2. Chew Valley Gazette Double Page Spread November Issue**

As last year we are taking a double page in the CVG with 20 individual artists from this year’s trail having their own box for £20+vat. The group will be paying £165+vat for the spread. We have 14 people, please let Alison know **urgently** if you would also like to join in on this, as the print deadline is next week.

**3. Mendip Times**

Again, as last year, we have paid for a small advertisement, £75+vat and will have some editorial and an image as well in the November issue. They have also included us in the October issue for free!

**8. Local Events**

**1. Summer Events**

We took part in the **2nd Taste of Timsbury event**, Sat 23 Sept at Conygre Hall. This was an extremely busy local food festival. Kate Westcott, Andrew Eddleston and Lucy Empson were there, and many thanks to Kate and Andrew for co-ordinating the stall and sales display, which was a great display and quality of contributers. We had the November Trail Workshops leaflet and forms for a last chance to win the Summer Prize Draw item – won by Heather Grey who is to collect Alisons donated prize.. Sales were £154, with £15.45 for the group. Our table display was a good location indoors near the café tables. We would like to take part again next year.

2. Trail prize draw prizes. Diana Connor to donate a ‘clock’ prize. Many thanks.

**3. Priston Festival**

16th and 17th Sept and Helen Rushton and Shelagh Hetreed visited the event and took along some promotional material to promote the Trail.

**9. 2017 Trail**

**1. Brochure**

Brochure delivery. Please check through our list of brochure locations and distribute some each. Everyone took copies away, and Alison has a list of all the venues we are leaving brochures and will circulate the list. Please contact Karen to collect brochures to distribute to your own friends etc

**2 Schools Project**

i.Several schools wish to work with our group this year: Farrington Gurney, Cameley, Paulton Juniors, High Littleton, Timsbury St Marys, and Clutton Pre School.

ii.Thanks to all the artists who have loaned works, and all the schools and venues taking part. Particular thanks to Jo for the organisation at St Marys.

**3. Taster Workshops and Demonstrations**

i. 19 Workshops and 15 Demonstrations

Thank you to everyone who has offered to run one of these at this year’s trail. Please promote the workshops and encourage people to look at the listing and book a place via our website and Eventbrite. We have 20 bookings to date.

ii. Can those leading a workshop please invoice Sophie AFTER the Trail for your expenses. Please let her know asap if you are donating your time/material costs to the Trail.

**4. Connies Exhibition**

Connies Tea Room will, again, be offering us exhibition space in the weeks up to the Trail and over the weekend to display up to 4 paintings and numerous smaller items, all labelled with the artist and where they are exhibiting. Let Karen know if you are exhibiting a piece and please let us have the “title, price, medium” for our labels. Works to be delivered to Kate or Karen by 29 October.

**5. Launch Party**

This is an opportunity to meet some of this year’s trail members and also to pick up your Venue Pack containing everything needed for the weekend – someone from each venue must be at this event. The venue co-ordinators will be in touch with everyone in their venue, but please do remember that the weekend is a team event and everyone needs to join in with setting up and clear up.

Launch Party **Thursday 2nd November 7pm-9pm** at Kate Westcott’s home. Everyone who attends is asked to make a donation of a couple of pounds towards the drinks and to bring a small dish of finger food.

**6 Banners/Boards/Posters**

i.Banner locations: If you can help with this please let Karen know. The group has a listing of the places where we usually put them, and have agreements: Tesco; Flats Lane/A39; Hallatrow; High Littleton; Two Headed Man; Camley; Camerton roundabout; Cellar; High Littleton School, Maynard Terrace, Clutton; Pensford; Saltford; Temple Cloud (A37?); Railway Inn and Clutton Primary; Meadgate; Warwick Inn (A37); Paulton Primary.

ii. Banners / signboards to go up no more than 2 weeks before. Weekend of 21/22nd October ideal.

* 4 ‘Square boards’ (out of 10) – if you have one please let Karen know.
* 10 A2 Correx boards
* 6 large banners (Karen has 3; Andrew 3?)
* 6 small banners

iii.Karen will send you a copy of the page from the brochure of your venue to enable you to promote your own venue to your friends and family.

iv. Balloons – Karen to order more

v. Arrows/directions to your venue. This will be in your pack on the Launch night. Each venue needs to put up appropriate arrows/signs outside their venue, to make sure visitors can find you!

**10. Members Training & Get Together Events**

**Saturday 13th January at Conygre Hall Timsbury** is a members only day where we shall be able to have taster sessions of each other’s chosen media. Details will be out in due course. We all chip in to pay for the hire of the hall and it has always been a very social and enjoyable day.
**Skills Audit**

Not many forms have been returned, so we are wondering whether we are asking the wrong questions. If you don’t like filling in forms, do feel free just to send an email with your answers.

**11. AOB**

i.Please keep copies of any news items about us in local papers and magazines that you spot. Pass them onto Alison

ii. Mendip Times had a piece about Anie and other local artists at Wells. Congratulations on winning the competition.

iii. Last call to order paper bags – contact Kate if you are interested.

iv. Window displays – ideas? We have our Bath window set up in London Road. Kate to check how long we can keep the display and will make sure any artwork items needed are returned for the Arts Trail weekend. Lucy has also offered her Boot Shop window for a display after Remembrance Sunday. We also thought of linking these together into an Arts Trail ‘Window Wanderland’ - look at their website <http://www.windowwanderland.com> for ideas – would you like to take part in this as a Trail group?

Note for next meeting agenda: - we need to create a generic postcard sized information flyer for the group.

Date for the diary **Members Day Saturday 13th January 2018**

Date for the diary **Workshop Event 24th February 2018**

Date for the diary **Spring Sale 28th April 2018**

Date for the diary **November Trail 3rd & 4th Nov 2018**

**Next meeting:**

**Launch Event Thursday 2nd November 2017**

**7-9pm at Kates House**

**Everyone welcome**