**Cam Valley Arts Trail Meeting Minutes 13 June 2017**

**Present:**

Alison ter Haar (Publicity co-ordinator), Karen George (Chair), Terry Bridgeman, Linda O’Gorman, Annie Davenport,

Janet Jackson, Helen Rushton, Sheila Richardson, Lucy Empson (Secretary), Diana Walker, Jo Eddleston,

Ginny Lake, Kate Westcott, Jane Woodman, Anna Hurwitz, Shelagh Hetreed, Diana Connor, Shuya Cheng. Michelle Lawrence, Richard Lane.

**1.Welcome & Apologies**

Apologies: Sophie Piddock (Treasurer), Andrew Eddleston, Sue Walker

**2. Matters Arising**

Minutes from the last meeting, 24th April, agreed as correct.

Item 6.4 List of addresses from the Trail, Karen to map out the postcodes.

Item 3.1: Members: reminder to send any new images of work to Karen to update the website and images for this years trail brochure (if you have registered and want to have a new image).

**3. November Trail Registration**

1. Trail registration is open. Closing date 31 July. Members have received a different registration form to Non-Members – Diana Walker and Anna Hurwitz have not had a members registration form so were unsure how to apply, to be emailed. 9 registered. There will be 1 image of artists works for the brochure and facebook so please send any new images to Karen. Any new enquiries from people who would like to register, please direct to the website.

2. Sheila H mentioned that she has a large venue, which could accommodate several artists during the Trail.

**4. Membership Update**

1. Currently membership is at 39 (one new member, Penny, to join).

2. Skills Audit record sheet – Sheila has not had many returned, so please consider what you may be able to offer to the group and complete the form. Please put your name on it!

3. Sophie to check membership payments from Nat, Pauline and Sue.

4. Please check if the Arts Trail ‘mailchimp’ emails are going into your ‘spam’ folders – this may take some checking if you have a gmail account. This is the main method for sending updates about the Trail.

**5. Finance and Funding**

1. Current bank balance £2120.98

2. The Spring sale made us £108.96 (£121.30 down from last year) but we paid for adverts this year, and the refreshments weren’t as profitable.

3. The first quarter Easy Fundraising monies have been paid £46.27 and 5 members to date have paid the Trail Registration fee by bank transfer.

4. Setting up bank transfers is time consuming, but only have to be done once. Discussion about each member having a Membership Number which can be quoted on bank payments – or perhaps a consistent code (such as the first 3 letters of surnames)? To be discussed by the committee.

**6. Fundraising and sponsorship**

1. We have been successful with grants from £100 from High Littleton Womens Institute (towards workshops); £100 from High Littleton Parish Council and £75 from Paulton Parish Council. Many thanks to all.

2. Jo has made enquiries to Timsbury Parish Council regarding a school/Arts Trail project; Karen and Jo are making an application.

3. ‘Easyfundraising’ website. It is a method for obtaining donations through your purchases by nominating a group/charity to support, and Cam Valley Arts Trail is now registered. We have 17 people ‘nominating’ us for donations so far and have raised £115. Please consider registering and encourage your family/friends/visitors, as we will need more funding this year to continue the Trail next year. Our target is to raise £500 by the November.

4. Sponsorship: We have more brochure pages this year, so space for 6 adverts per page. Alison can email info to send to companies if we make the initial contacts. Charles to sponsor the Trail again this year, many thanks.

 **7. Publicity Update**

1. Proposed adverts are: Mendip Times with advertorial £90. Chew Valley Gazette double page £198 plus artists own adverts at £20 each.

2. We have been publicising the Trail Registration via our database and the postcards. Promoting the prize draw; promoting Members events; promoting Summer Events. We are also linking our twitter/facebook posts to ‘’national days’

3. #celebrate5 #camvalleyartstrail #camvallerarts. Please add this onto any of your posts and re-posts on Twitter/Facebook/Instagram. Please send any images connected to our 5th anniversary to Karen (anything with 5s on or 5 items; suggestions such as ‘5 birds’ in Martins painting and Jo’s ‘5 green bottles’ glass work).

4. Jonathan Pearce has taken ‘official’ photos of the Spring Event so we have a set of photo images of artists and their work for our group.

5. Bristol Creatives website and membership. Discussion about the group joining (£30 per year) to publicise our events and activities. They have 6500 on their twitter account. Need to agree if this is worthwhile for the group, and who would send them information – as we need a volunteer to co-ordinate this.

**8. Local Events**

1. Timsbury Fun Day, Saturday 17 June. Kate, Alison, Janet and Linda are volunteering. We are tying this in with #childrensartweek with the peg loom activity, and next year have the opportunity to apply for grant funding. Please let Karen have your works to sell asap, and bring a small easel for display if needed.

2. Midsomer Arts Festival, Saturday 24th June. Anna, Karen, Jane, Sophie, Richard, Michelle and Sarah are volunteering. The theme this year is ‘stars’ and we have 10 sections decorated. There will be our works on sale and display and no activity. The Council Chamber is also available for a separate Art Exhibition (see flyer) – contact Annie if you wish to take part in this yourself. Some members also have their own tables outside during the Festival.

3. Party in the Park, Paulton, Saturday 1st July. Karen can’t help set up on this day. Ginny and Jo to set up and run an activity (to be decided).

4. High Littleton and Hallatrow Village Day, Saturday 26th August. Helen, Ann and Mark in morning and Jane, Anna later afternoon. Karen to help set up but is involved in other activities. The Parade will be held again with a prize of £50 so please take part. Theme is ‘Circus’ but mainly aimed at children.

5. Taste of Timsbury, Saturday 23rd September. Ginny, Kate, Lucy, Michelle, Sarah and Linda to volunteer. We will have a table to sell works which are ‘food and drink’ related.

6. Sheila has the mosaic tiles available for a workshop event or to make into kits.

7. At Events where we are selling members work on behalf of the Cam Valley Arts Trail group, we will take a 10% commission for the group funds. Please price your work accordingly to reflect the commission we will take off.

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

1. Skills Audit. The checklist form has been emailed by Sheila, so can you please complete this and return it to Sheila. This could be your different skills/minibus driving/equipment you have available/ venue for meeting/storage/roles in other groups etc

2. Our next Members event will be on using Social Media – 7.30pm 22nd June at Kates house. Please confirm with Kate if you are taking part.

3. 20 January 2018 Congyre Hall booked for Members Activity Day.

4. 24 February 2018 Workshop event for members of the public. If members are interested in running a short 2.5 hour workshop please let Karen know.

**10. AOB**

1. Kate shares an order of brown paper bags for selling her work, and would consider a group order if others are interested in sharing this.

2. Diana has lots of “corners” to protect artwork – she is happy to give them away for a small donation.

3. “Safeguarding” update at our next meeting – so we are aware of the issues for our community events.

4. Schools project – Artwork loans to inspire children. This was very successful last year so we would like to repeat again as a lead up to this years Trail. Karen has contacted 7-8 schools who are all interested in taking part in their September school term. If you would like to loan some artwork contact Karen.

**Next meeting:** 7.30pm Wednesday 26th July 2017 at Meadgate Farm Shop**.**

Everyone welcome