



St Ives Arts Club

Annual General Meeting 2023/2024 (y/e 30.09.24)

2.00pm Tuesday 22nd October 2024

Upstairs Theatre

Minutes

1. Welcome

The Chair welcomed everyone to the meeting

2. Appointment of President 2024/25

2.1. Receive proposal that Chris O'Reilly be appointed for the 2024/25 year

Proposed by Steve Litherland and seconded by John Kness, it was unanimously agreed that Chris O'Reilly be appointed President for 2024/25.

Chris O'Reilly confirmed that he was honoured to take over the position, and thanked Steve Litherland for his hard work over many years as President. It was proposed reinstating the Presidents Dinner, perhaps in January, by way of a proper handover ceremony.

3. Appointment of Executive and Officer positions for 2024/25

3.1. Receive proposal for the re-structuring of Officer positions

The meeting agreed a proposal from the General Purposes Committee that the roles of Finance Officer, Membership Officer, and Bookings Officer, all of which use the same computer system, are merged into one role of Member Services Officer. It was additionally agreed to create the role of Entertainment Officer to manage the upstairs theatre activities, in the same way that the Exhibitions Officer managed the downstairs exhibition space activities.

3.2. Appointment/re-appointment of executive and officer positions

The meeting unanimously appointed the following to the executive and officer positions on the General Purposes Committee;

Vice President – John Kness

Member Services Officer – Chris O'Reilly

Entertainment Officer – Steve Litherland

Exhibitions Officer – Chris O'Reilly will temporarily cover this and enquire if any of the small exhibition committee wish to take on the role

Secretary – John Kness

4. Election of General Purposes Committee members for 2024/25

In addition to the executive officers, the following were unanimously appointed committee members;

Suzanne Ellacott, Jo Grant, Wendy Litherland, Will Sleath.

Additional committee members would be welcomed, and any club members wishing to join the committee should contact John Kness

5. Appointment of Trustees and Chair

It was unanimously agreed that Janet Axten, Phil Gee, Steve Litherland (Chair), Brian Richards, in accordance with the Constitution.

6. Apologies for Absence

Apologies received from Suzanne Ellacott, Liz and Dominic Hewitt, and Honor Nankervis

7. Club members in attendance

Janet Axten, Margaret Gee, Philip Gee, Jo Grant, Cynthia Jenkin, Mandy Kness, Wendy Litherland, Bob Notman, Margaret Williamson-Armsby

8. Minutes of Last Meeting and Officers Reports for 2023/2024

8.1. Minutes of 2022/23 AGM held on 6th February 2024

The minutes were accepted as a true and accurate record.

It was noted that most matters arising were covered by the agenda items of the current meeting.

8.2. President Report

The meeting received a formal report from the President, which had also been included in the last newsletter. The outgoing President briefly looked back over his 13 years in the position, summarised the successes of the past year, and above all looked forward to his future in the Club, both as Entertainments Officer and working with the trustees to plan and deliver a variety of compliance issues, grant applications, and a programme of maintenance for this 134 year old club.

Phil Gee gave a vote of thanks for all of Steve's work over the past 13 years and congratulated him on the way he has taken the Club forward. This was unanimously endorsed by the meeting

8.3. Finance Officer

The meeting received a formal summary of the finances for the club over the past year.

The Finance Officer highlighted that the total income for the year of £78,584.51 included £6,437 from the hire of the theatre and ticket sales (with a further £4,500 from the September Festival falling into the next financial year), and £60,106 from exhibition room sales, up from £46,558 in the previous year.

The commission paid out on exhibition room sales was £40,586, resulting in a net profit to the club of £19,520.

The total expenditure of the club for the year was £67,871.04, resulting in a net operating profit of £10,713.47 which will go some way towards helping with the much needed repairs and improvements.

8.4. Membership Officer

Membership numbers have remained stable, with 153 paid-up members in 2023/24 and 155 in 2022/23. So far 125 have paid their membership fee for 2024/25, including 20 new members.

8.5. Bookings Officer

The exhibition room was fully booked in 2023/24, and the theatre is booked every day of the week. Events coming up include the next World Classics concert in November, and Nicole Tesseyman and Molly Hocking in December.

8.6. Exhibition Officer

2024 was the best year for exhibition sales in the club's history although the 3 members exhibitions had varied success. The exhibition room is fully booked for 2025 with all slots booked within 3 hours of being released on 19th September. There will be a shorter 2 week festive exhibition in 2025 but a longer one the following year.

9. Representatives Reports for 2023/2024

9.1. Social Committee Representative

With only 2 members currently, the social committee is looking for more members. Any volunteers should contact Wendy Litherland or John Kness.

The social committee is currently working on Art and Wine evenings. They had 2 successful events this year and are looking to run every other month next year. The social committee is looking for ideas for new events and hope to work closer with Steve Litherland next year in his role as Entertainments Officer.

9.2. World Classics Representative

There were 3 successful concerts in 2023/24, all of which were self-financing. A forthcoming event on 16th November will feature music for the Latin harp played by Columbian harpist Diego Laverde Rojas. Further events for 2024/25 will include a concert of fado music from Portugal, followed hopefully by 2 further concerts.

10. Update on Theatre Refurbishment Update

In recognition of an urgent need to modernise the theatre, the committee has already agreed to replace the theatre house lights with more efficient led alternatives, provide a new fridge for the kitchen, replace the stage curtains with flame retardant curtains on an electric track, and remove redundant wiring.

The committee has already purchased a piano keyboard for the stage, and a mixer desk into which the stage lights have been wired.

It was noted that a further item requiring attention is sound-proofing of the floor.

11. Update on Repairs, Improvements and Maintenance Works

11.1. Boiler replacement and heating system

A specification is being prepared to include a new boiler and pump, split the ground and first floor systems, install bigger radiators in the theatre, and replace rusty radiators. Competitive quotations will be obtained with a view to the work being undertaken as soon as possible.

11.2. Hot water boiler – kitchen

The broken water boiler has been removed. A new one has been ordered and will be replaced as soon as possible.

11.3. Ongoing works to dormer windows, roof, guttering, and external decoration

The scaffolding is up and work is ongoing to replace the guttering, seal slates where necessary, replace the 2 dormer windows on the Westcotts Quay side, replace the cheeks to the Warren dormer in hardwood, and paint the exterior woodwork with marine paint. There is approximately 2-3 weeks work left, and then the scaffolding will be removed.

A quote is being obtained to scaffold the seaward side with a view to reviewing and repairing leaking windows and stonework, and redecorating. The work and permissions will be looked at by the Trustees.

11.4. Other repairs, improvements and works

The committee will look at improving the entrance and storage areas, and redecorating the exhibition area during the winter close-down. The Trustees are looking at a range of compliance issues and any work arising out of this.

12. September Festival Update

The September Festival was a lot of work but worth it as it was a success for the club and made good money. The club also had a good number of volunteers to assist. Work has already started on bookings for next year, with a view to not repeating the same line-up as this year. Already booked are a string quartet, and Will Keating and John Dowling for the opening night. It is hoped that improvements to the floor will expand the type of entertainment that the club can put on.

The meeting suggested that the programme should still include films and indeed, it was suggested that films could be shown at the club throughout the year and at coffee mornings.

Although Steve Litherland confirmed that the Council booking system was generally a success, the publicity provided could be much better especially for the money charged. Steve Litherland agreed to look at bringing the ticketing and promotion of September Festival events in-house.

13. Any Other Business

The issue of first aiders was raised. Initially groups using the venue should see if anyone in the group is willing to be trained as first aiders and Steve Litherland will look at organising training for them. This is, however, one of the compliance issues that the Trustees will look at.

In view of low attendances at the weekly coffee mornings, it was noted that the committee has agreed that these will change to monthly, on the third Friday of each month, and ideally become more of an event for members.

Chris O'Reilly thanked everyone for coming and the meeting closed at 15:16