**Minutes of the ACC Committee Meeting**

**held at Llandewi Skirrid**

**on 26th August 2014**

**Present:** Julie Morgan (JM) – Chair

John Tucker (JT) – Treasurer

Ken Prandy (KP) – Competition Secretary

Mike Hoult (MH) – Secretary

David Straker (DS) – Programme Secretary

**1. Chair's Opening Remarks**

Normal bi-monthly meeting and catch up on actions. No communication had been received Dennis Elridge (DE) and the meeting went ahead.

**2. Actions from the Minutes of the 24th June 2014 Committee Meeting**

Action 1: *DS is to purchase Defender for the Club's computer*.

Done.

Action 2: *JT and DE to complete inventory of the Club's assets*.

Not done.

Action 3: *DS is to take a copy of the Club's programme to Shackleton's, Henry VIII school, and Abergavenny Library*.

Not done.

Action 4: *JT to produce a detailed list of the Treasurer's duties*.

Done.

Action 5: *DS is to contact Martin Hicks regarding his availability later in the year*.

Martin has been emailed. A reply is awaited.

Action 6: *MH is to supply DS with contact details of Chris Hatch and Tom Sharpe*.

Done.

Action 7: *JT to contact Longridge regarding a presentation*.

DS has contacted Longridge.

Action 8: *DE is to check to see if Andy Rouse would be available in 2015*.

DE not present at meeting.

Action 9: *JM to write to the Abergavenny Chronicle to obtain a copy of the article they published for us*.

JM wrote to the Chronicle but had no reply. DS's son is working at the Chronicle at present and DS will ask him to get a copy of the article.

Action 10: *DE is to try to get an article about the Club into the* Abergavenny Chronicle *to encourage new membership*.

DE not present at meeting.

Action 11: *DS is to start arranging the Open Evening*.

The date of the Open Evening has been fixed for November. A start is to be made.

Action 12: *DS to contact Shackleton's regarding them joining us for the Open Evening*.

Not done.

Action 13: *JM is to investigate why KP did not receive the email regarding St Mary's, Usk*.

Done.

Action 14: *JM to liaise with JT regarding Longridge*.

Done.

Action 15: *JM is to visit Abergavenny Castle to assess requirements for exhibition*.

Not done. JM will visit the Castle and assess space and facilities.

Action 16: *All Committee Members are to assist with Open Evening arrangements*.

Ongoing.

Action 17: *KP is to discuss with DS the changing of the date of the Open Evening from July 21st to October 13th*.

The date of the Open has now been set for November.

Action 18: *KP is to circulate an email to members asking for suggestions for themes for next year's competitions*.

Done.

Action 19: *JT and JE to complete list of Club's assets*.

To be completed.

Action 20: *KP to introduce the speaker and give the Vote of Thanks at the June 30th meeting*.

Done by DS.

Action 21: *MH is to collect the money at the June 30th meeting and give 50% of the proceeds to the hall staff*.

Done.

Action 22: *KP to check suitable dates to visit Lavender Fields at Snowhill*.

Done.

Action 23: *MH to circulate a list of dates for the next Committee Meeting to Committee Members*.

Done.

Action 24: *CD of images to be sent to La Rochelle*.

Done.

**3. Committee Issues**

a. Treasurer's Position.

JM contacted Reg by email to see if he would take on the position, and is awaiting a reply. JM will discuss the matter with Reg at Monday's meeting.

b. Auditors.

The Committee agreed that last year's Auditor should be contacted to see if they are prepared to audit this year's accounts.

c. Account Signatories.

JT pointed out that problems have arisen as there are only two Committee members as signatories to the Club's account. JT suggested that MH and KP should become signatories and that Denise, Phil and Martin should be removed from the list. JT is to get the necessary forms.

**4. Programme Issues**

a. Monday 1st September.

This is to be an open evening with Club members allowed 10 minutes to show whatever images they wish. DS is to email members advising them of the meeting and the way the evening will be run.

b. Competition.

The next competition is 29th September. Prints for entry are to be given to KP by 15th September.

c. Forthcoming meetings.

DS advised the Committee of the subject of forthcoming meetings.

d. Competition themes.

KP had received a number of suggestions for competition themes.

e. Event at Abergavenny Castle.

The Committee discussed holding an event at the Castle. A sub-committee would be required to organise it. A hog-roast and an re-enactment group were considered suitable. It was decided that other clubs would need to be invited due to the scale of the event. JT and JM offered to assist. Publicity will be required.

f. 14th September.

Nigel Foster is running a workshop day in Brecon. Five people have booked for the day, and there is still space for one more.

g. Lavender Fields.

The Lavender Fields visit was a success but only 4 people attended, and the wind made photography challenging.

h. Borough Theatre.

The suggestion that David Bailey could fill the Borough Theatre slot was discussed but he was considered unsuitable. Dennis and Denise have agreed to check on alternative speakers.

i. Outside speakers.

For outside speakers it was agreed that a table should be manned near the door to collect fees from visiting club members. We discussed the sale of raffle tickets. Prospective new members will be charged £1 entry fee, and JM will take their details.

**5. Publicity and Exhibition Issues**

Discussed above.

**6. Competition Issues**

a. Gwynfa Pixels Competition.

On Saturday 6th November we have an invite to attend Gwynfa Pixels competition. Entries are due 2 weeks in advance. KP will take the highest scoring images from previous competitions and put them on Dropbox for the Committee to choose entries.

b. Competition themes.

We decided a compact camera competition could be held allowing no processing of the images whatsoever.

A number of competition themes were discussed, and the Committee agreed on 'Weather' and 'Minimalist' as next year’s themes.

**7. Equipment Issues**

JT has received a letter from 'Charities in Wales' detailing how to approach various bodies for grants. The procedure is very difficult and a major project is required for an application to succeed.

**8. Website Issues**

DS is to take over the website next year. DS indicated that although we have to pay for the website maintenance at present, he considered we should be able to maintain it free of charge in the future.

**9. Finance Issues**

JT considered the funds to be healthy at present with cash assets of £92.19 and £4,079.35 in the bank. DS has been keeping costs down by using speakers with lower fees.

**10. Any Other Business**

a. JM pointed out that we have had no away trips this year. Westonbirt Arboretum, Slimbridge and the Llanelli Wetlands Centre were suggested for possible trips. It was decided that car-sharing rather than minibus hire would be the most suitable means of attending away-trips.

**11. Next Meeting**

We agreed that the next Committee Meeting should be held on 21st October 2014. DS agreed to host the meeting.

**13. List of Actions**

Action 1: DS to contact Shackleton's to see if they are interested in joining us for the Open Evening.

Action 2: JM is to visit the Castle and assess space and facilities for an exhibition.

Action 3: JT and JE to complete list of Club's assets.

Action 4: Last year's auditors to be contacted to see if they would be prepared to audit this year's accounts.

Action 5: JT to organise forms to remove some existing signatories from the Club's account, and add others.

Action 6: JM to mention the Castle event for 2015 at a future meeting.

Action 7: Dennis (and Denise) to suggest speakers for the Borough Theatre event.

Action 8: KP to send images to Committee members for entry in Gwynfa Pixels competition.

Action 9: All Committee members to review images, and select those they would like to see entered into the Gwynfa Pixels competition.

Action 10: JM and KP to get information on Westonbirt and Slimbridge for away-trips.

mh

3.9.2014