**Minutes of the ACC Committee Meeting**

**held at Llandewi Skirrid**

**on 21st October 2014**

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

 Ken Prandy (KP) – Competition Secretary

Mike Hoult (MH) – Secretary

David Straker (DS) – Programme Secretary

Dennis Elridge (DE) – Communications Officer

**1. Chair's Opening Remarks**

Normal bi-monthly meeting and catch up on actions, and to discuss vacant Treasurer's position. No communication had been received from John Tucker and the meeting went ahead.

**2. Actions from the Minutes of the 26th August 2014 Committee Meeting**

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

The Open Evening is no longer on the programme, therefore no action is required.

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

JM has been very busy and has deferred the visit until next year.

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

A list of assets was sent to Martin by Denise. DE is to check on this.

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

Last year's auditors are not prepared to audit the accounts this year. The name of a professional accountant was given to JM but their charges are too high for a club of our size. It was suggested that the accounts should be jointly audited by a Club member and a Committee member.

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

In progress. To be reviewed at next Committee Meeting.

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

A group called *The Freemen of Gwent* were suggested. This event will require a lot of organisation, and volunteers will be needed if the event is to take place.

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

Andy Rouse will charge his full rate if he does another event for us. (He has always given us a discounted rate in the past.) The higher rate is prohibitive for us.

DS suggested Kate Humble. DS has been in touch with her regarding other matters and he will make an initial enquiry.

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

Done.

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

Done.

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

Done, but KP advised that there was not a lot of interest.

**3. Committee Issues**

a. Treasurer's Position.

 There have been no volunteers for the position of Treasurer. This is considered a major problem.

b. Auditors.

 The accounts will need to be audited for the AGM in December. JT and another member are to undertake the audit.

c. Account Signatories.

 MH is to check with JT to see if Martin has been removed from the list of approved signatories.

d. Committee.

 JM is to contact the WPF and notify them of the names of our current Committee.

**4. Programme Issues**

a. The last meeting was an event by Gareth Straker and was considered a success.

b. The speaker is organised for the next meeting.

c. The St Michael's Centre Hall will not be available on the 26th January. That meeting has now been brought forward to the 19th January. The new date has been agreed with the speaker.

d. The programme is now organised until the end of July 2015.

e. KP is to check the availability of judges for later in 2015.

**5. Publicity and Exhibition Issues**

a. Abergavenny Artists Group (a semi-professional group) hold exhibitions at the Market Hall each month. DS has contacted them to see if we could join them in the exhibitions and is awaiting a reply.

b. JM advised that the Aneurin Bevan Health Board have an internal website. They are agreeable to advertising the ACC on the website if a discount to the membership fee is given to NHS staff. As this could boost numbers of members the Committee agreed a 5% discount for the first year of membership.

c. DS is to write an article about the ACC, and DE will try to get it published in the *Abergavenny Chronicle*.

**6. Competition Issues**

a. The subjects for next year's competitions are: 'Weather', and 'Minimalist'.

b. The external Gwynfa Pixels competition is to be held on 8th November 2014.

c. The Committee members are to select images for the Stanley Chell competition.

**7. Equipment Issues**

None.

**8. Website Issues**

a. DS is to start constructing a new website. A new responsive framework will be required. The existing site will need to be kept going until the new website is completed.

b. All Committee members are to review the website to see what they consider are essential items.

c. JM advised that emails sent to 'Chair' via the website are not reaching her. DS will ensure that this is not a problem on the new site.

**9. Finance Issues**

Already discussed. JM is to send an email to all members, advising that without a Treasurer the Club cannot function. A draft copy will be sent to the Committee for comment before it is circulated to the membership.

**10. Any Other Business**

None.

**11. Next Meeting**

We agreed to swap the date of the AGM with the Members' Evening, to ensure a full attendance of the Committee at the AGM.

The next Committee meeting is to be held on Tuesday the 18th November.

**13. List of Actions**

Action 1: DE is to check to see if Denise sent a list of Club assets to Martin.

Action 2: JT to advise the Committee on the status of the Club accounts' approved signatories.

Action 3: DS to contact Kate Humble regarding Borough Theatre event.

Action 4: JT to arrange auditing of Club's accounts.

Action 5: JM to notify the WPF of details of the Committee.

Action 6: KP is to check the availability of judges for the second half of next year.

Action 7: DS is to write an article about the ACC. DE is to try and get it published in the *Abergavenny Chronicle*.

Action 8: All Committee members are to review our and other club's website and advise DS of what we consider are the essential features for our website.

Action 9: JM to send an email to all members regarding the Treasurer's position.

mh

29.10.2014