

Iminster Entertainments Society Ltd

Minutes of Trustees Committee Meeting: Monday, 14th August, 2023

	<i>Action</i>
<p>1. <u>Attendance 7.30pm</u></p> <p>Present: Charlie Carrington, Brian Perkins, Nicola Griggs, Lucy Driver, Maddie Lowe, Rodney Barge, Vern Dunkley, Malcolm Young</p> <p>Apologies: Guiseppina De Vallero, Dave Goodall</p>	
<p>2. <u>Minutes of meeting of Monday 10th July, 2023</u></p> <p>The Minutes were agreed after amendment to incorrect assignment of signatory names accepted and signed. They will be uploaded to website.</p> <p>Matters arising:</p> <p>a) CCC had to fill in a form so needed plumber's advice on size of gas boiler required, now received. Form will be sent tomorrow.</p> <p>b) See AOB</p> <p>c) CCC saw Phil on Saturday, who still needs to complete email information and send to Dave to be put on Seaty.</p> <p>d) CCC reported a change to bar opening times is complex and is not a minor change - a new License needs to be set up with significant costs. CCC will try contacting SSDC again to clarify.</p>	<p>CCC</p> <p>Phil/DG</p> <p>CCC</p>
<p>3. <u>Treasurer's Report (CW):</u></p> <p>CW sent July accounts out showing an overall profit of £50k for the year which includes OB fundraising of £27k but this will change for annual accounts (depreciation etc). CW wants to change accounts to an accruals basis which will ensure all costs and income are in the correct year, rather than when received/paid. Accountant said to check Constitution as this needs to be continued into the future. All agreed. CW offered to do the report for the AGM, welcomed by Trustees.</p> <p>Small refund due from sorting OB and Warehouse electricity accounts after smart meter mix-up.</p> <p>Charity bank needs 2 Trustees as signatories. RB & BP offered. Main bank has BP as signatory already and will be getting help from Lucy Bunyan so one other needed - RB offered to be 2nd Trustee signatory. CW has applied for last year's Gift Aid, approximately £700 due.</p> <p>96% ticket sales for Frozen.</p> <p>RB raised the need to invest in Biobox and lighting in the future.</p> <p>Steve Snowden's entries in newspaper raised, CCC responded that we will be sending him the information we want in the paper.</p>	<p>CW</p> <p>CCC</p>

<p>4. <u>programme Committee (LD):</u> Last meeting was on 24th July. Forget Me Knot is okay and Vern's is now cast. Sally wants to move her play to 2024 if possible. Emma had Sept spot so Committee suggested only one Autumn play. No confirmation on which play from Emma yet. Remainder of the calendar year is sorted. Mitch Garlington's Medium show this Saturday is half sold, he's selling tickets, but he needs an SM. ABBA's Angels is on Friday 3rd November. 26th August is Comedy of Errors, not selling well yet. Cottage Flowers doing a show 8-2pm on 10 November plus 1 hr set up on 9th. Irene's holding a read through of a classic play on social night on 28th and possibly wants to do an entry for the One Acts. Vern, as a new director, is experiencing scheduling issues which MY will sort at the Programme meeting. A structure to work with is needed.</p>	MY
<p>5. <u>Front of House (GdV):</u> No report as G not present.</p>	
<p>6. <u>Fundraising (LD):</u> Lemons and Summer School brought in funds. Party In the Park cake stall shelved as certification too difficult.</p>	
<p>7. <u>Publicity (CW):</u> Meeting next week. Alan Mobbs did a good write up but proof reading required in future. LD to check the notice board shared by the Arts Centre on New Road.</p>	LD
<p>8. <u>Youth Theatre (LD):</u> Term finished until September. Arts Award changing from Friday afternoon to Saturdays. Summer school went very well and LD has 2 workshops lined up for this week. Trustees thanked LD for all her hard work.</p>	
<p>9. <u>AGM date & List of Trustees:</u> Date agreed as 21st September. CW will email the calling Notice on 1st September. Nomination forms are downloadable from website link. NG and CCC do not wish to be re-elected. ML asked for a list of Trustees and Programme Committee Members as his email was hacked and lost his copy.</p>	CW
<p>10. <u>100 Club Draw (NG):</u> Rodney Barge and Ken Lake are August Winners.</p>	

<p>11. AOB: Anna Bowman, Honorary Member 2022, wrote offering to donate a trophy to YT and wants advice. After discussion AB and Lucy to chat on specifics. Celia Crooks and Rosa Davis to be nominated for Honorary membership at AGM. CCC to speak to them. MY reported plumbers coming in on Friday to install boiler and radiators, and look at 3 toilets. Carpenter to box in air con unit. A complete kitchen has been donated by Dean Loveless, arriving tomorrow morning. CCC to mention him at AGM. MY has booked O&H removals for their minimum charge of £240. -possibly use them to remove flats to West Huntspill as it's cheaper than hiring a truck? Mary Davies wants to buy chairs for the OB but we already have some. LD mentioned selling toy box from Frozen but Ken made it and he's taking it home. BP received a complaint on the state of the stage curtains, cords need gathering up, a difficult task. LD is putting an order in for T-shirts/hoodies in September and can buy logo'd ones for £10. Wants to have quantities asap. She will look into lanyards for those wearing B&W top and bottoms as previously proposed. NG - Trustees discussed and agreed that the rule should remain as is for volunteers using unsold seats, so they must pay for them.</p>	<p>AB /LD CCC CCC LD</p>
<p>Next Meeting: Monday, 11th September, 2033</p>	
<p>The Meeting closed at: 9.05pm</p>	