

## Ilminster Entertainments Society Ltd

Minutes of Trustees Committee Meeting: Monday, 10th October, 2022

	<i>Action</i>
<p><b>1. <u>Attendance 7.30pm:</u></b></p> <p><b>Present:</b> Charlie Carrington (CCC), Brian Perkins, Nicola Griggs, Guiseppina De Novellis, Lucy Driver. Co-opted members: Claire Curtis(CCP), Rodney Barge, Maddie Lowe.</p> <p><b>Apologies:</b> Dave Goodall, Vern Dunkley, Malcolm Young</p>	
<p><b>2. <u>Minutes of meeting of Monday, 14th September, 2022</u></b> The Minutes were agreed, signed and will be uploaded to Website.</p> <p><b>Matters arising:</b></p> <p>a) CCC will check out toilet roll and paper towel prices at Bookers when he next has a bar order.</p> <p>b) Leaving for later in the reports.</p> <p>c) We are required to have a Treasurer by the Charities Commission. No volunteers yet, CW still doing the books.</p>	CCC
<p><b>3. <u>Treasurer's Report (CW):</u></b> Report received from CW. £10k now transferred to The Old Bakery Fund to start the works (£30k transferred in last 6 months). BP raised the need to invest in fan-less Profile LED Lights (4 LEDs would give many colours) at approx £1500 each. CCC will supply LEDs for Aladdin. Progress is being made on the OB and priority is to finish the wardrobe area to move it all over and increase rehearsal space.</p>	CCC
<p><b>4. <u>Programme Committee (LD):</u></b> LD had sent out Minutes from the last meeting. A few more people coming forward to direct, eg Peter Fernandez looking to put on a June production. So fuller programme can be put together and could do What's On again. BP mentioned the replacement lamps will be replaced with LED lights.</p>	
<p><b>5. <u>Front of House &amp; Volunteers (G):</u></b> More volunteers needed for last Tango and G has sent another email request. She suggested an incentivising pizza night to encourage volunteers and to thank those who have helped, possibly bring a friend as well. She will organise a date, possibly on a Social Night. The coffee bar biscuits seem to have been popular. Suggested introducing kiddie packs for the Panto run, separate table for it? G will reply to M Crooks to accept the clerical garments and LD will put on eBay to fundraise.</p>	G  G/LD

<p><b><u>6. Fundraising Committee (LD):</u></b>  Not much going on and there is no more info on grant applications. Another meeting is required with more volunteers needed. LD to encourage kids.  A panto-style fundraiser was suggested for Victorian Evening to hand out advertising flyers.  Jon Wood will put up an Aladdin themed Xmas tree in the Minster.  LD wants to run Quizz/Bingo or special events at the socials to encourage attendance but needs people to organise them.</p>	<p>LD</p> <p>LD</p>
<p><b><u>7. Lit Fest/Arts Centre (CCP):</u></b>  CCP and CCC met with them to discuss joint events promotions. Lots of long term ideas, such as Arts In Ilminster Festival, and a joint Newsletter which needs approval to get it going. All agreed. The Thursday and Cinema groups &amp; U3A could also be included. Need short term ideas, joint posters and a combined page to go onto the back of the school's weekly newsletter was suggested to get the younger age groups involved. LD mentioned the new YT schools' liaison officer, Ellie, who might coordinate with Claire.  CCC will liaise with CW re bar volunteers for G who has offered to organise them with the FOH role, but needs a list of names.</p>	<p>CC</p>
<p><b><u>8. YT update (LD):</u></b>  The new term is ticking along with 68-69 children. CW is chasing some outstanding fees.  A few of the children involved with Aladdin Panto. The chaperoning is organised and licenses are being processed.</p>	<p>CW</p>
<p><b><u>9. Next 100 Club Draw (NG):</u></b>  NG asked G to organise the 100 Club Raffle on Friday's performance of Last Tango in the interval, just before curtain up. BP to delay start. NG to send info about Club to G.  CCc will get more applications &amp; T&amp;C forms printed with Rodney.</p>	<p>G</p> <p>NG</p> <p>CCc</p>

<p><b>10. AOB:</b>  CCC reported that the OB electrical and dimmer packs work will start in the New Year.  CCC reported that the coping stones on the roof are failing and likely to fall. A quote for labour and materials incl the stone is £3,480. Specialists are hard to find. Trustees agreed to go with this quote rather than delay looking for another.  CCC thanked CCP, ML and RB for joining the Trustees.  BP wants to revert to the pre-covid production schedules. He also needs another person to share/back up the work in the Tech Boxes. There is a written process that needs to be read by directors.  BP mentioned we did not pay tribute to those who have passed on at the AGM as anticipated. CCC said it was left out accidentally in drafting notes but he will include in the newsletter.  Posters are being printed for lighting workshop for Tuesday 25th Oct, straight after play ends, for demo purposes.  LD asked about comp tickets for the author of Last Tango. She also suggested the owner of Inspire, opposite Harrimans, might be interested in taking on the ticket sales.  LD needs posters and flyers for Dyers window for upcoming productions and will contact DG. CCC to chase him also for two extra for window. CCP to take over the window?  LD reported a noxious smell in auditorium on Friday but it was thought to be a temporary aroma from some Brewery Lane works.  All children have passed the Arts Award and a few want to do the next level if possible, but LD can only do this on a monthly basis. Will talk to CW.</p>	<p>CC</p> <p>CCC</p> <p>LD</p> <p>CC CCP</p> <p>LD</p>
<p><b>Next Meeting: Monday, 14th November, 2022</b></p>	
<p><b>The Meeting closed at: 8.45pm</b></p>	