



MINUTES OF MEETING LAA held at MLSHS on 14th May 2019

OPENED & ATTENDANCE

Meeting opened at 7:05 pm

ATTENDANCE: Carolyn Monaghan, Andy Druyan, Hayley Emmett, Annaleise Grubisich, Felicity Mason, Amanda Rintoul, Peta Kalaitzis, Amanda Humphreys, Regina Eccleston-Wirth, Kerri Bland

APOLOGIES: Rachelle Rose, Andrew Lippiatt, Deborah Chinnery, Sarina Cary, Helen Davey

PREVIOUS MINUTES

Moved: Carolyn Monaghan Seconded: Regina Eccleston-Wirth **Carried**

GENERAL BUSINESS

1.0 CONVENOR - Carolyn

Motion 19.007

Pay \$200 to Amanda Rintoul as reimbursement for cash payment to Maylands Prints and Frames for reframing of Julian Fischer /fixing frame Deb Bonnar piece : **\$200.00**

Moved: Annaleise Grubisich Seconded: Andy Druyan **Carried**

Motion 19.008

Pay up \$18 to Amanda Rintoul as reimbursement for purchase of white gloves for Artwork drop off day: **\$18.00**

Moved: Kerri Bland Seconded: Annaleise Grubisich **Carried**

1. Carolyn will liaise with Sue Faranda in regard to letters that go to VIPs, politicians, VIP students etc. making sure that the free champagne offer has been taken out of all letters & the VIP student letter makes it clear that they are not required to help at the Auction, that they are in fact, guests.
2. Carolyn's neighbour has donated 3 cartons of Single Fin – all full strength.
3. Carolyn to check with Leslie that there is a student to give a Welcome/Acknowledgement of Country and how long this will take.

2.0 TREASURER REPORT

No update

3.0 ARTIST COORDINATOR UPDATE- Peta

1. In the process of sending emails to artist notifying them if they have been selected and in which section (Auction/Irving Gallery/Raffle etc) they have been placed.
2. Sent 300 buyers 'Save the Date' via Mailchimp.
3. Will suggest artists use their own buyers' lists, if they have them, to advertise event.

4.0 CURATING TEAM REPORT

1. Over two meetings – the team made final cull

Auction **88** pieces

Irving Gallery **41** (lots of variety)

Returns **4**

2. The bidding order has also been sorted – tried to intersperse well-known artist/price different price points throughout evening.
3. Julian Fischer's work to be auctioned last. Suggestion by committee that we ask the auctioneer to say a few words of appreciation on our behalf. His wife has also left a small card to be placed next to his artwork – **Annaleise** is going to ZHOOSH it up!
4. Note that Pauline Franklin's work will be sold as a two-piece with \$560 reserve.
5. Company providing display boards will set them up for free on Friday afternoon but will not be able to dismantle on the weekend.
6. Jane Packham is aware that the display boards in auction room are not the same as previous years. There may also be some 3D student work to display.
7. Regina checked auction room classrooms and there doesn't seem to be much miscellaneous furniture - it may be possible to utilise the existing display boards in the classrooms.
8. As we have almost \$10,000 worth of sculptures/pottery, the committee agreed to place this section in a safer position. This display will now go in **SS5** near Silent Auction. Regina has also secured some Perspex plinth covers for the more delicate works. Suggestion that we should consider purchasing some.
9. Bollards will still be necessary for fragile work in Irving Gallery.
10. After discussion, decided to go ahead with neatening up the socks for the fencing. Thanks Annalesie.

5.0 PUBLICITY COORDINATOR'S REPORT – Amanda H

1. Crustworthy - Crust parent organisation is keen to promote the event using their media contacts so we may have some support to get greater publicity. SignUp Genius has been drafted for application, to be sent by end of the week, just waiting on suggested artists to participate. I will send a separate email re assistance needed for the event from the committee. Note that event is starting earlier. **6.00 – 7.30pm**
2. Scoop digital magazine for events - drafted entry on site which can now be completed with info on selected artists
3. Media release and information for school newsletters - first version to go out by end of next week now we have info on art entries
4. social media will ramp up for the next month
5. photos taken at artwork drop off day - sought clarification on artists and if pieces selected before using in media posts
6. question raised at Music PSG re use of notification texts via school system has been raised with Anne Tumak who is following up on all options with Michael Camilleri
7. photos of student activities and previous auction for website, catalogue and auction night slideshow - will ensure these are available on dropbox for Hayley, Andy and Carolyn
8. Need extra info. about artist (not from their bio) that we can use for publicity.
9. Note for next year – we need more students for photos at Art drop off day.

10. Student volunteers

Signup drafted and circulated. Thank you for the feedback - draft 2 will go out next week. Once process completed, will handover to Helen Davey for coordinating students on the night. Clarification that students will not have a 'chill-out' room this year and no food will be ordered for them, as per all volunteers - they'll be encouraged to bring snacks and Carolyn will liaise with caterers re providing some additional food in the kitchen as has been done previously (to limit impact on guest food!).

11. Music

I also forgot to report on having had initial discussions with Michelle DeRozario regarding music for the auction - Michelle is keen to finalise this earlier this year. Are we having music in the same location? Good news is we now have our own lighting rig for music stage, so set-up will be much easier! We will plan on a music program from 5pm to 6.50pm.

6.0 WEBSITE CO-ORDINATOR'S REPORT - Andy D

1. Sponsor logos up to date – just waiting on last 2.
2. Bidder pre-registration form and will reactivate 1st June
3. Please include Maylands Prints and Frames as sponsor.

7.0 CATALOGUE COORDINATOR EDITOR – Amanda R

1. Editing on track –
2. Carolyn and Felicity to continue editing from PDF of catalogue not Mach form.

8.0 CATALOGUE COORDINATOR DESIGN - Hayley

1. Decision made on full grid for poster & flyers.
2. Hayley will now finalise the catalogue cover – grid also
3. Data from Mach Form exported to catalogue format – Hayley to send PDF to Carolyn & Felicity for editing.
4. Hayley will mock up artwork for new banners.
5. Make certificates for Crust event.
6. Amanda H is sending Hayley the link to the Music and Drama photos for the catalogue pages.

9.0 SPONSORSHIP COORDINATOR'S REPORT – Annaleise

1. Hayley will ZHOOSH the People's Choice certificate.
2. Golden Ticket to be put under a seat this year – last year it wasn't found in one of the brochures. Pam Herron will present the prize.
3. Committee agreed to Annaleise's suggestion that sections of the auction be closed at staggered times rather than at one time as previously. This may encourage more bidders and also cut down the rush to get everything processed in one lot.
4. Still waiting on response from Mike Camillieri for access to 15 amp power. Freshboost will still be on board just need to confirm level, suggestion is to leave them as Gold even if 15amp power not available.
5. Raffle to have 5 prizes this year

10.0 EVENT CO-ORDINATORS'S REPORT - Carolyn

1. Amanda H will make contact with friend about City of Stirling eco board advertising.
2. We need to order new banners.
3. Carolyn to notify school gardener of event so sprinklers are turned off.
4. Carolyn to check run sheet for night – particularly the timing of the opening. How long will speeches take/Welcome to Country take?

11.0 DATABASE COORDINATOR'S REPORT – Kerri

1. Mach form details updated after Art drop off day.
2. Images are all in Dropbox

12.0 BAR COORDINATOR 'S REPORT – Andrew

1. Checked if we have IGA voucher for water/soft drink yet. Annaleise suggested we could use \$100 cash from Grilled donation box to buy drinks for Crust event/bar.

13.0 ANY OTHER BUSINESS

1. Amanda H to get Admin access to SVAPA mailing list from Mike BATTERY.
2. Include Helen Davey on mailing list.
3. Julian Fischer artwork reframed at our cost.
4. Deborah Bonnar artwork frame touch up – this cost will come off her sale. Thanks to Amanda R for organising.
5. Amanda R to price amazing sticky tape machine seen in Print shop.

CLOSE MEETING 9.20 pm

NEXT MEETING Tuesday 21st May 7PM

Website: www.lawleyevents.com

Don't forget to follow us on:

Instagram: lawley_art_auction

Facebook: Lawley Art Auction