



## MINUTES OF MEETING held at **MLSHS** on **25<sup>th</sup> February 2020**

### OPENED & ATTENDANCE

Meeting opened at 7.10pm

**ATTENDANCE:** Andy Druyan, Amanda Rintoul, Tina Ho, Amanda Humphreys, Paul Hickey, Hayley Emmett, Kerri Bland, Kimberley Poyner, Matt Poyner, Belinda Cobby, Tony Overholt, Peta Kalaitzis

**APOLOGIES:** Andrew Lippiatt, Rebecca Benson, Candise Adams, Sue McLellan, Maria Daniels

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Motion to Accept Previous Minutes:

Moved: Andy Druyan                      Seconded: Amanda Rintoul                      Carried

### 1.0 Nomination and Election of Committee members for 2020

Artist Coordinator	Peta Kalaitzis
Bar Manager	Andrew Lippiatt (Tony Overholt to assist)
Catalogue Designer	Hayley Emmett
Catalogue Editor	Amanda Rintoul (Rebecca to shadow / Peta to help proof-read)
Convenor	Andy Druyan
Curator	Belinda Cobby
Database Manager	Kerri Bland (needs someone to shadow her as this will be her last year)
Event Coordinator	Tina Ho (Sue McLellan to assist)
Negotiator	TBC (Follow up with Jason who expressed an interest in continuing. Others a possibility as well).
Publicist	Amanda Humphreys (could also do with a shadow).
Secretary	Amanda Rintoul (Andy Druyan to assist)
Treasurer	Nirit Marom
Volunteer Coordinator	Candise Adams
Website Coordinator	Andy Druyan
Scrutineer	TBC
Spotters	TBC

- 2.0 **Election of Music Liaison** - Amanda Humphreys
- 3.0 **Election of SVAPA Liaison** - Amanda Humphreys (Candy and Paul in reserve)
- 4.0 **Document Management** -

Dropbox will continue to be used for documents LAA 2020 folder created and Amanda H will share link for new members Will review access for whom / to what folders as another tool for file management.

Google Drive will be used for images (to avoid clogging up peoples Dropbox storage with loads of large files). **Amanda H will share link**

Amanda Humphreys proposed archiving LAA records 2018 and earlier (both documents and images) to an external hard drive to be held by the Convenor and passed on to the next.

**Motion 20.001** To purchase a 2TB external hard drive with a budget of up to \$150.

Proposed Andy Druyan                      Seconded Amanda Rintoul                      Carried

4.1 **Amanda Humphreys** to purchase external hard drive and organise the file copying.

5.0 **Schedule of Auction night** – skipped for now.

6.0 **Temporary Fencing / Display boards for Auction night**

**Belinda** will investigate to see if she can source alternative display boards for the artworks of auction night for a cost-effective price – including erection and dismantling.

6.1 Andy will forward Annaliese’s quotes for Prompt Fencing and alternatives to Belinda and Tina for reference.

7.0 **Auctioneer booking**

Peta has contacted Matt Donnelly several times over recent weeks. Just awaiting a response.

Peta to send a reminder to Matt Donnelly very early in the year or at the end of each year to ‘save the date’ for the date of the Auction.

Matt Poyner (new committee member) advised that he has just gained his auctioneers licence – so we do have a backup.

8.0 **MC / VIP Guest Speaker**

MC     Peta wondered whether we could get an ex-student/arts graduate who is now a public figure to do a brief MC role. Maybe someone like Nat from 93.7 NOVA FM especially as this might mean we could hopefully get a bit of a plug on the radio too.

Otherwise Matt Poyner is happy to step in as keeping it brief last year worked well.

Last year we had Simon Millman MP draw the raffle, and Daren Moldrich was the MC.

8.1 Amanda R to have a chat to Lesley Street about whether she has anyone in mind/ideas.

9.0 **Timeline Check** – reviewed. All committee will be able to check allocated tasks before next meeting now that roles allocated and the timeline is available on Dropbox.

**10.0 Any other business**

**10.1 Mistaken payment from Jenny Ellis-Newman** – Peta to ask Jenny to wait a few weeks until our new Treasurer is on board to reverse \$60 payment Jenny incorrectly made to LAA.

**10.2 Featured artist**

Last year we did a bit of a feature on Pippin Drysdale – at least within the Irving Gallery.

This year we thought we would expand this.

Peta has spoken to Deb Bonar and Moya about Deb being our featured artist for this year. So for the SVAPA workshop on 16<sup>th</sup> May, Deb may be running a 1.5 hours workshop with the year 7's and Year 9's and with the Aboriginal student group (as the Year 8's are already committed to doing something else). Aim to use it as publicity for LAA – Amanda H to do photoshoot with artists and students. TBC

**10.3 Only one entry per artist –**

Peta has been recruiting more artists this year and has contacted an additional 85! As a result, when artists have asked if they can submit more than one piece this year the answer has been no. This may be reviewed closer to the drop off date if we feel we need additional works. (Peta/Kerry)

**10.4 Judy Nash Tribute in catalogue** – Judy has supported the LAA for many years and passed away recently. We will include a tribute in this years' catalogue. Amanda/Peta to follow up.

**10.5** Peta to send a save the date notice to buyers on the Mailchimp subscriber list.

**10.6** Peta to send Belinda the email she sent to potential artists for Belinda to forward to her contacts.

**10.6** Kerri to email Peta a list of actual art buyers and also those who registered to buy but didn't - Peta to send these two groups a 'save the date' email also.

**10.6** Send to all - contact sheet and Excel timeline spreadsheet.

**10.7** Bruce Bland – Artwork photography – will probably need a shadow this year – does anyone know anyone?

Meeting closed at: 8.25pm