



OPENED & ATTENDANCE

Meeting Opened at 7:45pm

Patricia Kritas (Convenor), Lesley Street (Principal), Annaleise Grubisich, Andrew Lippiatt, Felicity Mason, Serene Chong, Katherine Licciardello, Vanessa Lombardo, Amanda Humphreys, Kerri Bland, Rebecca Haluszkiewicz, Michelle Fornasier, Amanda Rintoul, Peta Kalaitzis, Sharon Cockroft.

APOLOGIES

Darren Moldrich, Alan Lawson.

MINUTES

Motion to accept previous minutes 13 February 2018.

Moved: Patricia Kritas

Seconded: Amanda Humphreys

Carried

GENERAL BUSINESS

1.0 CONVENOR'S REPORT

1.1 Welcome to the 2018 committee. Meetings are held fortnightly from 7:30 to 8:30pm.

KEY POSITIONS:

CONVENOR	Patricia Kritas (looking for an assistant)
SECRETARY	Sharon Cockroft (Felicity Mason assisting)
TREASURER	Alan Lawson
ARTIST COORDINATOR	Peta Kalaitzis
SPONSORSHIP COORDINATOR	Annaleise Grubisich
PUBLICITY/WEB COORDINATOR	Amanda Humphreys
DATA COORDINATOR	Kerry Bland
EVENT COORDINATOR	Michelle Fornasier & Rebecca Haluszkuwics
CATALOGUE COORDINATOR	Amanda Rintoul
GRAPHIC DESIGNER	Regina Eccleston-Wirth (to be confirmed)
BAR COORDINATOR	Andrew Lippiatt & Darren Moldrich

1.2 Patricia sent out artist invites by mail chimp to 208 artists. As of this morning 107 invites have been opened. Thank you to Alex Castle for her assistance with mailchimp and updating the website. Thank you to Vanessa, Kerri and Lesley for assistance with invites.

1.3 Treasurer, Alan Lawson has asked for a motion to be raised by Patricia on his behalf.
Motion 18AA3 to pay Jumping Jigsaw Invoice Number 1588 for \$250 for annual web hosting fee.

Moved: Patricia Kritas

Seconded: Felicity Moldrich

Carried

1.4 Annaleise Grubisich self-nominated for the position of Sponsorship Coordinator. Michelle Prince has stepped down from the position but will be on hand to assist if needed.

1.5 Amanda Rintoul self-nominated for the position of Catalogue Coordinator. The committee will assist Amanda if needed.

1.6 Peta Kalaitzis self-nominated for the position of Artist Coordinator. Vanessa Lombardo has stepped down from the position but will be on hand to assist if needed.

1.7 Sharon to update contact list with new members and forward to Patricia.

2.0 ARTIST COORDINATOR REPORT

- 2.1 Mat Donnelly has confirmed he will return as auctioneer, and is very happy to do so.
- 2.2 Vanessa to confirm if auto reply email is being sent thanking artists for submission. 4 artists have responded to the invitations.
- 2.3 Continue with Irving Gallery this year for unselected art works. Works will be for sale but not a part of the live auction.
- 2.4 Vanessa presenting sponsorship letter to Oxlades, an art supplies business for Peoples' Choice Award sponsorship.
- 2.5 Vanessa handing over Artist Coordinator role to Peta but is available to help. Will be available for auction weekend as Curator.

3.0 GRAPHIC DESIGNER'S REPORT

- 3.1 Nothing to report.

4.0 DATABASE COORDINATOR'S REPORT

- 4.1 Nothing to report.

5.0 PUBLICITY/WEBSITE COORDINATOR'S REPORT

- 5.1 Activated Facebook, Instagram, Twitter announcing auction date.
- 5.2 Linked in through mailchimp to the website using 2017 photos. Will update photos at artist drop off day.
- 5.3 Look into advertising in Little Aussie Directory.
- 5.4 Plan to place notice in community arts directory of the West Australian.

6.0 EVENT COORDINATOR'S REPORT

- 6.1 Contact Perth Expo for panels. Last year they sponsored by waiving hire fee. Approach to offer same support this year. Will need more boards than was supplied last year.
- 6.2 Approach Culinary Association students for catering again. This will be funded by sponsorship money. No intermission this year. Request more food.
- 6.3 Patricia/Felicity will liaise with Michelle/Rebecca on how to set-up Sign-Up Genius. Need to get this up and running as soon as possible.
- 6.4 Gold coin entry for this year's auction.

7.0 BAR COORDINATOR'S REPORT

- 7.1 On track. Applying for licence this week.
- 7.2 Andrew and Darren both hold RSA's.

8.0 CLOSE

Meeting closed at 8:45pm. Next meeting will be held Tuesday 13 March 2018.