



MINUTES OF MEETING LAA held at MLSHS on 12 February 2019

OPENED & ATTENDANCE

Meeting opened at 7:00 pm

ATTENDANCE: Carolyn Monaghan(Convenor), Annaleise Grubisich, Amanda Humphreys, Kerri Bland, Felicity Mason, Amanda Rintoul, Peta Kalaitzis, Rachelle Rose, Sarina Cary, Sean Chinnery, Jason Van Straalen, Andy Druyan, Andrea Morava, Hayley Emmett, Rentia Ouzman, Andrew Lippiatt

APOLOGIES Darren Moldrich

GENERAL BUSINESS

1.0 CONVENOR – Carolyn

1.1 Introduction of current committee and their roles & introduction of new members.

Convenor: Carolyn Monaghan

Secretary: Felicity Mason (Moldrich)

Artist Co-ordinator: Peta Kalaitzis

Publicist: Amanda Humphreys

Catalogue Co-ordinator – Editor: Amanda Rintoul

Database Co-ordinator: Kerri Bland

Sponsorship Co-ordinator: Annaleise Grubisich

Bar Managers: Andrew Lippiatt & Darren Moldrich

1.2 Explanation of purpose of LAA and brief overview of what is involved. We meet every 2 weeks. Every week in the month before auction. We have 4 deliverables: Art work Drop off Day /Catalogue/Auction weekend/Art work pick up day

1.3 Handed out position descriptions compiled by Amanda Humphries. Request for all committee members to read the descriptions on Dropbox (invites for Dropbox/Google Drive will be sent by Amanda H ASAP). We will review position descriptions at the final LAA meeting of the year.

1.4 Volunteers for vacant positions:

Treasurer: Rachelle Rose

Catalogue Co-ordinator - Design: Hayley Emmett

Website Co-ordinator: Andy Druyan

****Curator:** Andrea Morava, Sarina Cary, Rentia Ouzman

Negotiator: Jason Van Straalen

Event Co-ordinator/s: ?

****Due to the interest and experience of new committee members in this role we will discuss it further at the next meeting. Regina Eccleston-Wirth has also agreed to take on this role so we need to confirm her interest ASAP.**

NB

Helen Davey has expressed interest in helping out on the night

1.5 New contact list will be sent out with the minutes.

2.0 ARTIST COORDINATOR UPDATE- Peta

- 2.1 Cultural Organisation registration – we are not eligible.
- 2.2 Luna palace advertising (Andrew) – handover to Hayley (details to be provided in next meeting)
- 2.3 Letter to artists to be sent out by 25 Feb- Peta will organise
- 2.4 Any new artists – please direct them to our website. www.lawleyevents.com

3.0 PUBLICITY COORDINATOR'S REPORT – Amanda H

- 3.1 Information has been provided for school newsletter and calendar has been updated. We have 150 followers on Facebook and Instagram.
- 3.2 All LAA docs will be stored in an external hard drive managed by Kerri Bland and Amanda Rintoul
- 3.3 Amanda H will contact Alan Lawson to handover to new Treasurer.

4.0 ANY NEW BUSINESS

The following items will be put on the agenda for our next meeting:

- Committee sign up forms (please bring a gold coin for membership payment)
- Road Safety grant (CM)
- Do we want the same catering/sponsorship as last year?

CLOSE MEETING 8.25pm

NEXT MEETING 26 February 2019 7pm

Website: www.lawleyevents.com

Don't forget to follow us on:

Instagram: lawley_art_auction

Facebook: Lawley Art Auction