



Committee Meeting – Tuesday 15 August 2023

Attendees: Lesley Hudspith (Chair & Pdi Secretary), Mandy Hedley (Programme Secretary), Jacqui Turnbull (Secretary), Jen Page (Treasurer), Gerry Adcock (External Comp Secretary), Keith Kirkland (Committee Member)

Apologies: Shawn Wallwork (Committee Member), Dave Bilclough (Committee Member), Vera Singh (Committee Member), Barry Singh (Committee Member), Jamie Welsh (Print Secretary)

Welcome

Jacqui welcomed everyone to the meeting. Items discussed were as per the agenda. The main topic being preparations for the New Season's Open Evening.

Summary of Actions from the AGM

Summary of Action Points

	Action	Assigned	Status
1	Provide a video demo of the process to forward emails from an existing email address to a standalone email address for the committee role positions.	John	Ongoing. Jacqui to co-ordinate.
2	Supply a printing cost estimate to provide some cost-benefit analysis of continuing with a club calendar.	Lesley	Cleared. It was decided that it's not cost effective to proceed with a 2024 calendar.
3	Draft a permissions form for use.	Jacqui	To complete for the new season. Mainly to have completed permissions for using photographs of people e.g., on social media.
4	To explore options for awards for next year's Presentation Evening.	Committee	Discussed and ongoing. Committee looking at other cost-effective options e.g., larger trophies that have winners' names engraved. The winner keeps the trophy for the year which is then returned for next year's presentation eve. The certificates were well received this year and will be created for 2024 also.

Agenda Items

- Additional bank cards for WCC bank account
- WCC Photography Exhibition
- Trip to Skye
- Preparations for Open Night
- AOB

Additional Bank Cards

Jen has taken over from Dave as Treasurer. She now has a bank card in her name. It was agreed that we need at least one other so that banking can be carried out in Jen's absence. As Mandy and Jacqui are the additional authorised signatories, additional cards will be requested in their names.

AP4: Jacqui or Mandy to locate/request forms from Lloyds Bank. Printed copies required for signatures.

WCC Photography Exhibition

The exhibition will run over the weekend of 9/10 September St Cuthbert's Church in Blaydon. Lesley has received 13 expressions of interest so far which currently allows 26 prints (two per member) for the exhibition. There is space for 40 prints in total.

Volunteers are needed to help set up and to supervise the exhibition and help with enquires. Several members have volunteered so far. It's planned to set up on the Thursday or Friday.

The option for members to sell their exhibition prints was discussed with a proposed price of £39.99 for those interested in doing so. Payment by cash on the day.

Prints for the exhibition are required by 5 September (open eve). They'll be displayed at the club that evening and kept for the exhibition. Print mount size needs to be 50x40 with any size window aperture. The photographs will be displayed on boards, with some standing on a shelf.

Lesley has provided a cost price for a roll up banner for the camera club to use at events. The committee have agreed to purchase, and Lesley will create the relevant artwork for review.

AP5: Committee to confirm the church opening hours.

Trip to Skye

Jen has provided Jacqui with individuals payments to date. Jacqui will be sending individual emails to those going to advise their balance due and payment details.

New Season Open Evening

Lesley and Gerry advised that they will be on holiday on the night of our open evening. Preparations were discussed. The photographs being used for the exhibition will be displayed around the room on open evening. A buffet is being provided. The following action points were taken:

AP: Lesley to prepare a slideshow for the evening. Keith and any other with experience of setting up will be available on the night for using the projector. It will be set up in the big room.

AP: Lesley to design our paper programme and have prints available for the night.

AP: Lesley to prepare name badges so visitors can identify committee members and to know their role.

AP: Lesley to add publicity leaflet to our facebook page.

AP: Committee to place leaflets (once ready) in places around the area to publish our open evening e.g., local libraries, shops etc.

Any Other Business (AOB)

The naming convention for images being submitted to competitions was discussed. The committee agreed to simplify the process so that only the image name is required. Competition Secretaries will hold the additional details to identify the relevant member etc.

Lesley suggested we introduce a review of scores that are recorded/retained after the judging of competitions. Jen has agreed to do this.

AP: Amendment required to website for the simpler naming strategy.

A spreadsheet will be created/retained. Keith suggested we add a spreadsheet with cumulative scores to the website. It was recognised this gives greater transparency However, it also impacts the presentation night, in that everyone would know the winners in advance.

Gerry initiated a conversation about events and competitions that are outside of our own camera club. This may be of interest to some of our members, for those interested in competitions and the wider publication of images. Gerry is happy to host a talk about this to give members an insight into other possibilities for members photography that is in addition to what we do at Winlaton Camera Club.

AP: Mandy to liaise with Gerry to agree a date in the programme.

Jacqui receives a slideshow of images from the NCPF each year. This will also need to be factored into the programme. We discussed adding some dialogue to this with members providing their opinions on why certain images have scored well.

AP: Jacqui to establish approximate date of receipt from the NCPF.

Jen advised that the Royal Photographic Society (RPS) have an exhibition at Newton each year which members may find of interest.

AP: Jen to establish timescale/dates.

The committee discussed introducing some photography days out with travel via mini-bus or car share. Edinburgh fringe was used as an example. This will be kept on the agenda for future planning.

Date and Time of next meeting: TBC

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3	To explore options for awards for next year's Presentation Evening.	Committee	Discussed and ongoing. Committee looking at other cost-effective options e.g., larger trophies that have winners' names engraved. The winner keeps the trophy for the year which is then returned for next year's presentation eve. The certificates were well received this year and will be created for 2024 also.
4	To locate/request forms from Lloyds Bank. Printed copies required for signatures.	Jacqui/Mandy	
5	To confirm the church opening hours.	Committee	Needs to be assigned
6	To prepare a slideshow for the evening. Keith and any other with experience of setting up will be available on the night for using the projector. It will be set up in the big room	Lesley (Keith for setting up on the eve)	
7	To design our paper programme and have prints available for the night.	Lesley	
8	To prepare name badges so visitors can identify committee members and to know their role.	Lesley	
9	To add publicity leaflet about our open eve to our Facebook page.	Lesley	
10	To place leaflets (once ready) in places around the area to publish our open evening e.g., local libraries, shops etc.	Committee Members	
11	Amendment required to website for the simpler naming strategy.	Lesley or Jacqui	
12	Mandy to liaise with Gerry to agree a date in the programme.	Mandy/Gerry	
13	To establish approximate date of receipt from the NCPF.	Jacqui	
14	Establish dates for RPS exhibition at Newton.	Jacqui	

