

**Brighton and Hove Camera Club**  
**Minutes of Committee Meeting**  
**16 November 2011**  
**Dave Gerrard's Place**

**Members Present**

David Gerrard (President)	Tony Bowall (Vice-President)
John Francis (Treasurer)	Rod Orrell
Colleen Slater	Jerry Webb
Tony Crowther (Secretary)	Paul Stillman
Norman Atkinson	

**Extraordinary Item**

The meeting opened with the consideration of a letter of complaint from the management of the Methodist Hall which pointed out failings in the way in which the hall and, particularly, the reception area had been left on several occasions. The implication of the letter appeared to be that if this continued we would need to find alternative accommodation. The committee agreed that we should put in place some means of ensuring the place was left clean and tidy and decided to,

- |   |  |          |
|---|--|----------|
| a | add an item in the general club notices reminding members of the need for care for the hall,   | DG       |
| b | e-mail all members of this issue,  |          |
| c | ask Liz Outhwaite to include a list of the specific tasks needed to bring the space back to acceptable state after meetings in the reminder e-mail she sent to those on door and tea duty. | DG<br>DG |

**1 Welcome and apologies for absence**

Apologies were received from Ant Hunt.

**2 Actions from previous meeting**

The job description for Front-of-House co-ordinator was still outstanding. Rod Orrell said he was willing to produce a draft version for general consideration by the committee. RO

Evaluation of Job Descriptions – David Gerrard agreed that, once they were all submitted, he would review the job descriptions to assess their adequacy to cover the range of tasks demanded by the operation of the club and also to ensure that no tasks were being duplicated DG

Library – No progress had been made on this and it was decided to experiment with giving members access on a Tuesday when Annie was available to monitor its use. Tony Crowther agreed to speak to Annie about this. TC

Projection of Fire Safety Notice – This had been done and was now in use.

Norman Atkinson advised that members leaving meetings before the end were not signing out on the sheet provided. Jerry Webb agreed to produce a notice to be mounted on the door to remind early-leavers of the need to sign out. JW

Disposal of club projectors – Tony Bowall had disposed of one and would speak to Gerry Nevill about the second. TB

Archive Update – Tony Crowther reported that he had contacted Colin Miller regarding the progress of the Archive group and that Colin was awaiting responses from an e-mail he had sent. David Gerrard said he had spoken to John Hazard about the flagging and retention of print images that had been given “Gold” in the club competitions to provide a pool from which possible images for the archive may be selected. John's response was awaited. TC

David Miles Trophy – Paul Stillman advised the committee that he had been unable to find a trophy that included a camera but had found a supplier of glass trophies that could be engraved with text and images. Such graphics could be supplied by the club and Jerry Webb said he would be willing to provide this. Some discussion took place concerning whether this trophy should be a singular item that the winning recipient would retain for a year or that a new one would be commissioned every year. There was no consensus on this and David Gerrard said he would discuss it further with Sue Miles who would be funding the prize. DG

### **3 Treasurer's Report**

John Francis advised the committee that the current account was now in credit in excess of £11,000 and that as there were no anticipated major expenses this season it may be wise to open a saving account for the time when there are large costs for the replacement of expensive but vital equipment. The committee agreed to this and asked John to investigate savings options. JF

### **4 Review of Preparation for the new season**

Norman Atkinson reported that the supply of documents to him was late and therefore it was difficult distributing them to the existing membership on time. David Gerrard noted that the production and checking of copy took longer than expected and that, despite this, errors remained in the final documents. The committee expressed its thanks to Rich Cutler for the work he put in throughout the process.

The initial print run of the Programme was 200 and, since some of these were sent to members who did not renew their membership, this proved insufficient and additional booklets had to be printed. It was suggested that next year 300 are produced.

The letter which accompanied the Programme had been photocopied onto plain paper so the club logo was poorly reproduced. David Gerrard asked if, in future, the copying could be made onto the club's headed notepaper.

John Francis reported that, despite the moving of the renewal date forward by a month, over 75% of renewals had been paid on time.

The current membership stands at 139. Partly because members can self-promote it is not clear at present how many of these are in the Entry Group.

The lighting for the print display panels had been installed and considered a great improvement. The committee offered its thanks to Steve Boyle for undertaking this work.

There had been no movement on the issue of wall displays which would permit prints to be displayed after judging in competition or exhibition during a presentation to be seen by the membership at the end of the evening. David Gerrard asked if one of the current display panels could be set up for this purpose. Rod Orrell felt it a task too many for the front-of-house team. Rod did, however, state that the metal frames used in the previous venue could perhaps be modified to work in the new hall. Rod said he would speak to Steve about how realistic this would be.

RO

It was generally considered that the name badges for the club officials had worked well and would be continued to be used.

It was acknowledged that Claude Lester purchased the tea and other items for the first night (and continues to do so) and was thanked by the committee.

## **5 Review of Opening Night**

It was considered generally that the idea of the hosting of an external speaker for the club's opening night was very good and that the evening with Mark Power was a great success. The committee thought it important that next year's programme should have a similarly exciting start. Rod Orrell confirmed he had booked Tony Worobiec for the opening of the 2012-13 season. This met with the wholehearted approval of those on the committee who knew this presenter.

## **6 Front-of-House Arrangements**

Item now not relevant as related to cover for Ant Hunt at start of season.

## **7 2011 Programme changes/updates**

### **(incl. Rattletales as alternative to Treasure Hunt)**

David Gerrard explained that he had been approached by a member, Rob Mettler, with an idea for a club event that could possibly replace the Treasure Hunt. This would require teams of photographers to produce images that could in some sense illustrate a short story (written by one of the members of the Brighton-based group Rattletales). The general mood of the meeting was that there was no reason to not run the Treasure Hunt and this new venture should be considered an additional possibility for a separate occasion. It was suggested that Rob should be invited to run this as a pilot within the Summer Programme. David Gerrard would contact

DG

Rob to propose this action.

Colleen Slater confirmed she would be running the Treasure Hunt this year and it would take place on April 21, 2012. Colleen explained John Hazard would be working on this too, as in previous years, but that she would value additional support, especially technical help. As it was not in the current programme David volunteered to publicise the event.

DG

## **8 Opening Night 2012**

See item 5 above.

## **9 Additional workshops for Entry Group**

David Gerrard reported that some members of the Entry Group had requested an "Introduction to the DSLR" workshop and much discussion ensued regarding the role of the club in providing tuition. The consensus was that some one-off workshops would be within the scope of the club and its volunteer tutors but we should avoid offering extended courses. However, we could agree to arranging fee-paying courses, run by external specialists or by members,.

In relation to the "Introduction to the DSLR" workshop, David would contact members of the Entry Group asking those interested to contact Paul Stillman who would invite other members to contribute to the workshop either by "teaching" or supervising exercises.

DG  
PS

Paul advised the committee that the Adam Bronkhurst "On-camera Flash" workshop had gone well despite being a little under subscribed. He also said that Adam was prepared to do an "Off-camera Flash" workshop too if there was sufficient interest.

Paul also reported on the club's studio workshop that took place at the Eclectia Gallery at the Marina. He felt it to have been less successful than it should have been, partly due to the fact there were too many members attending. He felt the tuition had not been structured or planned in a manner that would allow this many people to learn and experience studio working effectively. Other committee members stressed the fact that none of the membership was trained as or employed as a teacher and we ran all the workshops on goodwill. Nevertheless the subject of workshops was considered important and could form a more focussed item on the agenda of the next meeting.

## **10 Briefing document for external judges**

To the surprise of most of the committee it was stated that no briefing document existed for new judges. The only document was that explaining the criteria for the various categories of outcome. The committee considered the Competition team was the most appropriate for producing a briefing paper and Jerry Webb was asked to speak to the team about preparing a draft.

JW

## 11 Sales of goods at club meetings

The committee discussed the problems of controlling the selling of goods at club meetings following a request by a few members to be allowed to sell items (mainly prints, cards etc.). These problems seemed to outweigh any benefit to the club and it was resolved not to permit such selling other than by visiting speakers.

## 12 PhotoFringe/White Night Events (incl. Interior Projection Project)

White Night now passed – no longer relevant.

Jerry Webb presented idea for an interior projection event to be held during either the May Festival in the Fringe or in the PhotoFringe in October 2012. The proposal was for a one-off event and would be dependent on finding an appropriate venue. The committee agreed with the idea and asked Jerry to progress it.

JW

## 13 AOB

Jerry Webb asked if the club would be willing to consider appointing a judge who was visually aware but not a photographer. Colleen Slater suggested an art teacher and said she knew one who may be interested, The committee asked Colleen to approach her and explore whether there was any interest,

CS

John Francis advised the committee that the availability of free storage for the club's spare picture frames and other items was coming to an end in December. This was at Plumpton. If we wished to continue using this storage we would have to pay £3 + vat per week. The committee decided to retain this storage facility but asked committee members to be on the lookout for more local options.

Committee

The storage issue prompted a discussion of the storage at the Methodist Hall where the basement had a serious damp problem. Not only were members' prints at risk but the club had electronic items that may degrade with dampness. Also there was some signs that the display panels were warping. The possibility of using the drier storage facility in the lower hall was considered but it was felt unwise as there was a risk that that space could, at some stage, be used on a Tuesday and make access difficult. It was asked if there was such a thing as a damp-proof storage box that could be purchased to reduce the difficulty. No-one knew of such a product. It was suggested that an alternative venue may be the only option and committee members were asked to be aware of any opportunities that may become available.

Committee

Rod Orrell advised the committee that he felt, due to work pressures, he was unable to continue as the Programme Secretary beyond the end of this season. At that stage the whole of the 2012-13 programme will have been confirmed as would most of that for 2013-14. The committee are asked to consider who may be approached to take over this vital work.

Committee

Tony Crowther reported that the club had been asked to provide a representative to attend the AGM of the Surrey Photographic Association being held on November 26. Norman Atkinson volunteered to attend on behalf of the club.

NA

Tony Crowther asked the committee to note, with gratitude, the work done by John Hazard in putting on-line the images from the most recent Projected Image Competition. John's contribution in respect of this and much other work was noted.

**Date of next meeting** 7.30 on Thursday, 25 January 2012 at Dave Gerrard's place.