

Cooktown School of Art Society Inc

Elizabeth Guzsely Gallery 125 Charlotte Street PO Box 385 Cooktown QLD 4895 Ph/Fax: 40695322
www.cooktownart.com.au E-Mail: cooktownart@bigpond.com

MINUTES

General Meeting Thursday 3rd September 2009

At Elizabeth Guzsely Gallery.

Meeting commenced 4:55pm

CHAIR:	President	Betty Clarke	
NOTETAKER:	Secretary	Faye Pini	
MEMBERS:	Nicole Jenkins	Jean Haack	Heather Willcox
	Janice Golden	Tegan Crawford	Gisela Hansson
	Lena Stevens		
GUESTS:	Rosalie Andre		
Quorum 7			
APOLOGIES	Diana Burns	Wendy Snape	Gwen Pini
	Lou Derry	Margaret McCosh	Lea Ambrum
	Elsie Meyer	Elizabeth Johns	

1. Minutes of previous meeting held on Thursday 6 August 2009
 - ✓ Motion: that the minutes of the previous meeting as presented be confirmed as a true and accurate account of the meeting.
 - ✓ Proposer: Janice Golden. Seconder: Heather Willcox. Motion carried.
2. Secretary's Report
 - Have been busy this last month trying to get the word out that Betty and Faye are not re-nominating for management positions and we have no Treasurer. In spite of all that has been achieved in the last three years we may have to wind up the art society! So far few offers of assistance and no nominations. Talking to locals, e-mailing, newspaper advert, twitter and on the blog. Will have to see what happens at AGM.
 - Correspondence Incoming
 - ✓ Gambling Community Benefit Fund - notice of change in grant applications - simplified and on-line - Faye to check out
 - ✓ Cooktown P-12 High School - letter requesting sponsorship/donations for Presentation Evening
 - Members discussed. Agreed to repeat 2008 donation of prize of \$100 art materials gift voucher from Cooktown Newsagent to cover two art award prizes - \$30.00 for juniors and \$70.00 for seniors
 - Action - letter and gift certificate - Faye
 - ✓ Gungarde Community Centre Aboriginal Corporation
 - Request for sponsorship/donations for 2009 NAIDOC week
 - Discussed by members. No donation at this time. We were unable to use the Gungarde Hall cost free for an Art Festival Venue.
 - Action - reply letter - Faye
 - ✓ Cook Shire Council - letter to notify that free photocopying at library is approved if we supply paper
 - Motion: that the Secretary's Report be accepted.
 - Proposer: Nicole Jakins. Seconder: Janice Golden. Motion carried.
3. Treasurers Report - nil available as no Treasurer
 - Financial Report and Audit from our accountant Tony Salinovich & Associates has been received. Ready for members to view and will be presented at AGM
 - Reconciliation on Arty Bras Expenses and monies raised received from Diana Burns with thanks for a job well done!
 - \$861.50 raised so far for Breast Cancer - may increase when final calculation from CCAA is done
4. New Membership Applications
 - Rosalie Andre
 - ✓ Resolution: Motion that the membership application be accepted.
 - ✓ Proposer: Faye Pini. Seconder: Betty Clarke. Motion carried.

Business Arising from Previous Minutes

5. Art Festival
 - Summary / comments - verbal feedback has been positive. No written feedback forms returned. Thanks to Betty for all her hard work!
 - Acquittal Report - action Betty
 - Future of Art Festival unknown
6. Annual General Meeting 2009 Saturday 12th September 1:30pm @ gallery
 - Discussed AGM - to be held in gallery and we will fund a pizza lunch from 12:30pm with the meeting to start on time at 1:30pm
 - Feedback from Crisis Notice.
 - ✓ Some feedback via e-mail. Main suggestion is that Betty and Faye remain. No nominations for positions
 - Advert in local paper feedback. New member Rosalie saw advert and has joined and will assist with bookkeeping! Nil reaction per phone. A couple of e-mails
 - ✓ Wendy Snape has e-mailed suggestions - read out by Faye
 - ✓ Members like the idea of office bearers listing the jobs they perform - meeting decided that a position description of about one page length would be helpful so anyone interested to nominate has the information
 - ✓ Faye will do a draft and e-mail to Nicole by Monday. Nicole will review and complete ready for hand out to anyone interested and for AGM
 - ✓ Get Members to do a chain 'phone around' to remind about AGM
 - ✓ All present to remind everyone and also anyone interested and E-Mail with request to RSVP by specific date - action Faye
 - ✓ Other ideas in Wendy's e-mail all excellent but time is limited as AGM next Saturday so unable to carry out
 - What should we do if no management formed at AGM
 - ✓ Faye has talked to OFT. Under legislation we are required to notify them via our Annual Return of office bearers elected at AGM. If management positions are vacant for a month they are to be notified and action can be taken such as winding up the CSAS or a further month given to resolve this.
 - ✓ If they are not contacted by an incorporated association then that association would be *in breach of the act* but it could take OFT two years before final actions are taken to hand the organisations assets to the public trustee.
 - ✓ If they are notified and aware of the lack of management then this could all proceed within a month or two
 - ✓ It will be up to the AGM to decide on what is to be done
7. Nominations for Management Positions. Nil to date.
8. RADF funded Art Workshop Genesis Heat Set Oils with Ludij Peden
 - Acquittal Report - due by 11 September 2009 - Action Faye
9. Treasurer Position vacancy. Impacts:
 - Artists cheques not being done
 - ✓ Lou Derry e-mailed requesting payment
 - ✓ Discussion that artists who are overdue to be paid should have a cheque sent ASAP but that for the future monthly payments may be the way to manage this. Needs to be handed to new management after AGM to resolve
 - Invoices and accounts due - so far being paid as they arrive by Betty or Faye and copy of receipt or invoices in envelope in Treasurers file.
 - Daily income and expenditure not being entered on E-Record so accounts / bookkeeping are falling behind.
 - ✓ New member Rosalie Andre has agreed to assist with bookkeeping and will attend at the gallery on Monday to liaise with Jean Haack - our previous treasurer of over a decade - on procedures and accounts
10. CSAS not on tourist map. Betty has talked to Council about this. Will need follow up - defer for now until after AGM

New Business

11. Colour Theory Art Workshop offered by Elizabeth Johns. Is anyone interested? She is still willing to hold workshop. Discussed - at the moment everyone preoccupied by AGM. Possibly in future.
12. E-Mail from Nicole re holding an exhibition of her work. Her e-mail outlines in detail what would be involved and seeks a response
 - ✓ Due to stresses in dealing with upcoming AGM (no nominations - possible winding-up) this request has not been given proper consideration. Apology to Nicole! Brief discussion showed members agree in principle but will need to await approval and a more detailed discussion once new management formed - hopefully at AGM!
13. Cruise Ship visit Sunday. Do we open the gallery. Nobody interested. Not worthwhile to gallery as often the cruise ship cancels and if they do arrive we make very little in donations or art sales
14. Next General Meeting: Date to be decided.
15. Confirm AGM: Date Saturday 12th September 2009 at 1:30pm at the gallery.
16. Meeting closed at 6:25pm