

Iminster Entertainments Society Ltd

Minutes of Trustees Committee Meeting: Monday 13 July 2020

	<i>Action</i>
<p>1. <u>Attendance 7.30pm</u></p> <p>Meeting taken place via Zoom video conferencing</p> <p>Present: Chris Williamson, Malcolm Young, Brian Perkins, Charlie Carrington, Jacqueline Wanstall, Rachel Hunt & Heidi Morgan</p> <p>Apologies: Kate Murdoch, George Montague, Gaye Philips, Dave Goodall & Nicola Griggs</p>	
<p>2. <u>Minutes of meeting 08 June 2020 and Matters arising</u></p> <p>Minutes agreed.</p> <p>Guttering work planned to start next week, will take a few days.</p>	
<p>3. <u>Theatre Lockdown Update</u></p> <p>Recent announcements have all concerned professional theatre, not amateur. Cinema Club not expecting to come back in the autumn unless restrictions change drastically. Therefore, as it stands the theatre is not expected to re-open until 2021.</p>	
<p>4. <u>Treasurer's Report</u></p> <p>Reports circulated.</p> <p>Donations from Thursday Club and 'DJ Ginge' (Matt Sainsbury) who has been holding Zoom quizzes during lockdown. Our thanks have been expressed.</p> <p>End of year accounts should be with accountant by mid-August, so ready by mid-September for AGM.</p>	<i>JW</i>
<p>5. <u>Youth Theatre</u></p> <p>RH met with Lucy Driver and notes from the meeting circulated as well as proposal on pay from Treasury team.</p> <p>More volunteers welcomed and looking for someone to take on regular assistant role. Safeguarding and risk assessments to be checked, updated and made available to go with other theatre documents. (Little Theatre Guild templates recently received may help updates).</p> <p>All agreed pay proposal and RH to take to LD.</p> <p>Full first aid training agreed for LD agreed as priority, cost to be covered. Further first aid training session for Front of House/Stage managers etc to be arranged for the autumn.</p>	<i>RH</i>
<p>6. <u>100 Club / Lottery</u></p> <p>NG has followed up two possible fundraising ideas: a traditional 100 Club and joining a theatre lottery.</p> <p>Discussion showed preference for the 100 Club idea, it was considered that more interest will be generated although it does involve more administrative work. It was agreed that the 'promoter' of this needs to be someone other than the treasurer to prevent excess treasury workload.</p> <p>Detailed plan to be worked on by JW, NG & CW and reported back to next meeting.</p>	<i>JW, NG, CW</i>

<p>7. AOB</p> <p>MY: Gooch Trust have asked for a report of Old Bakery progress, considering deferral of pledged money, MY will reply. The hope is that money due in the autumn will enable further work to begin, getting the building ready for restricted use.</p> <p>MY: Positive reactions from the Newsletters, will do another for August. Also to include a call out for videos of poetry/prose readings that can be edited together for inclusion on the website.</p> <p>CW: PCloud set up as online cloud for trustee documents in addition to those on website. Any feedback welcomed.</p> <p>BP: Enquired about Bar work continuing. No issues with volunteers returning to this as long as necessary social distancing measures etc are maintained. MY to contact DG about possible timescales.</p>	<p><i>MY</i></p> <p><i>MY</i></p> <p><i>MY</i></p>
<p>8. Next meeting</p> <p>It was decided that due to a number of apologies and low activity our next meeting will be in Spetember rather than August.</p> <p>7.30pm Monday 07 September 2020 via Zoom.</p>	