

Iminster Entertainments Society Ltd

Minutes of Trustees Committee Meeting: Monday 08 June 2020

| | <i>Action</i> |
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| <p>1. <u>Attendance 7.30pm</u> Meeting taken place via Zoom video conferencing Present: Chris Williamson, Malcolm Young, Jacqueline Wanstall, Brian Perkins, Charlie Carrington, Rachel Hunt, Nicola Griggs, Heidi Morgan & Kate Murdoch Apologies: George Montague, Gaye Philips and Dave Goodall</p> | |
| <p>2. <u>Minutes of meeting 11 May 2020 and Matters arising</u> Minutes agreed. Further guttering quotes to be obtained as previous firm has long delay at present.</p> | <i>MY</i> |
| <p>3. <u>Theatre Lockdown Update</u> Receiving general updates from Little Theatre Guild but no major changes from last month. Short one act (sketch) written by a member has been recorded by two other members, to be put up on website to encourage any other similar activities, facebook can be used to publicise this. Also Youth Theatre's Encore group looking to have some of their monologues similarly ready soon.</p> | <i>CW/DG</i> |
| <p>4. <u>Treasurer's Report</u> Figures circulated, nothing to add, all quiet. MY reported that most grant giving organisations have suspended normal grants in favour of emergency grants due to Covid-19 at present but still applying. Possibility of further top-up business interruption grant from SSDC to be looked in to.</p> | <i>MY</i> |
| <p>5. <u>Fire Safety Risk Assessment</u> Two fire risk assessments circulated by CC, one for Old Bakery (very simple, to be updated after building works), one for Theatre (which has several outstanding actions to complete, should be possible before theatre re-opens). In addition, CC putting together action plan with a few others to update all theatre signage and use common format.</p> | <i>CC</i> |
| <p>6. <u>Youth Theatre Review</u> Lucy Driver declined further YT review meeting as proposed at last meeting and declined attendance at Trustee meeting but has sent a detailed response to the Youth Theatre review. Trustees confirmed that they would like LD to continue. RH to meet LD and convey our thoughts on how we can work together more closely to give the YT more support and the trustees more oversight as the responsible governance of the society. This to include the proposal that LD attends quarterly trustee meetings to share developments etc.</p> | <i>RH</i> |
| <p>7. <u>AOB</u> NG: To look into details of setting up 100 club style raffle as fundraiser.</p> | <i>NG</i> |
| <p>8. <u>Next meeting</u> 7.30pm Monday 13 July 2020 via Zoom.</p> | |

