



RECORD OF MEETING

Venue: Tiamo Café Nedlands
Saturday 9th August 2008 1pm – 3pm

Attendance: Ilsa Bennion, Jane Marron, Sarah Hannah, Trish Cestrilli, Carmen Stewart, Lynda Kuntj, Olga Mawhinney, Leslee Rowlands, Janet Hummerston .

Apologies: Gen Baker

1. **Amendment** to previous record of minutes – Leslee Rowlands was responsible for organising the glasses.

2. **First Love**

- Leslee ordered the hire of 100 glasses, 10 carafes and is buying the ice (10 bags). The casks of De Bortoli wine have been organised and being delivered at 5.30pm.
- Jane will bring an extra 25x glasses if we should need them.
- Trish and Anita to buy a 10 litre box of mineral (still) water and as well as orange juice.
- Janet Hummerston is kindly donating serviettes and will provide the loan of large platters. Will arrive at 5.30 to help with the set up of the microphone.
- Cheque for \$300 to be given to Janet for the purchase of cheese from the Re store in Leederville as Carmen has the flu.
- Ilsa is free on Monday and will also arrive at 5.30.
- Sarah Hannah has volunteered to help with food.
- Cut black card for the name labels has been donated by Leslee Rowlands.
- Leslee Rowlands is putting together an extendable Visitors book and keeping the pages blank like an album. Coloured pens (gel pens) to be provided for creative entries into the book.
- Lynda Kuntj to provide laptop with speakers attached for background music.
- Gen Baker will be asked to introduce the President of Art Ed WA at the opening.
- Photography – Sarah Hannah volunteered to be the official photographer for the evening.
- Art ED WA and First Love Signage– 4x sandwich boards needed in future; meanwhile A3 printed and laminated sheets to be used in the interim. (Inga's signs Osborne Park produce the banner type flags/signage)
- Sarah Hannah to copy, print and laminate 10x Art Ed logo with directional arrows.
- Leftovers of food or wine to be sold to members.
- The Treasurer to be responsible for sales at the opening.
- Ilsa has volunteered to help with the clean up.
- All committee to serve food and wine.
- Close of exhibition on Monday night to be 9pm.
- Next time artist's statements would be a good inclusion in the catalogue however this year the timeline was too restrictive.
- Lynda obtained a liquor license.

Action: Lynda to send Sarah the Art Ed logo; organise Art Ed name tags for members; look into the lock up procedure after the opening; email Secretary the excel list of members.

3. Other business

- A plastic crate or suitcase on wheels is needed for all the Art Ed materials (coffee, tea, signage etc) for workshops.
- Spider pens available from Educational Art Supplies have been requested for the Christmas function.

Meeting closed 3.00pm followed by the hanging of First Love at Cullity Gallery until approx 7pm.