



first love meeting 11/10/2010

coode street cafe, mt lawley.

9:00-11:00 am

Present: Ilsa Bennion, Rachel Zimmerman, Rosie O'Keefe

Minutes - Ilsa

Agenda

Business arising from previous minutes:

Opening celebration

Monday 14 February 6-8pm

Valentines Day - Theme "first love" fits in well, potential for catering in theme.

Speaker for the opening .

Suggestions:

John Day - Minister of the Arts

Minister of Education Liz Constable

Ted Snell - UWA

Judith Dinham - ECU Art Education

Curtin Uni ?

Gary Dalfour - ? Art Gallery of WA

Jon Barrett-Lennard - Director Lawrence Wilson Art Gallery

Amy Barrett- Lennard - Director PICA

Digby DeBruin -CIT - Art - past member
Lyn Tognalini - retired
Sponsor - Jackson's Executive
Ex Student working/ successful in the Arts. eg.
Ben Jones, Si Hummerston, Eva Fernandez, Claire McFarlane, (AXSHS)
Pilar Mater Dupont - (St Mary's)

This needs to be finalised to be included on invitation to the opening. Letter from the President.

Small canvases

RO'K - JM - letter sent requesting 10 x10 canvases- John to approach Management of Jacksons.
notification of requirement of canvas sent to members, reply to Ilsa - posted only to those who wish to participate -
multiple okay? delivery to venue on 12 Feb for hanging - get these out first half of term 4.

Entry Form

Statement from President for the entry form
Discussed points to include - Ilsa to draft paragraph
Von has been asked, allow space on entry form.
Cover letter from President to be included in mail out of entry form.
Printing of Entry form - quotes needed for small run? or copy in house?
Logo - Rachel working on simplifying the design
Entry Form - shaping up soon to be complete following the details which have been decided.
Artwork Label (x3) to be available on A4 sheet download from website also available at drop off.
Action - Rachel - complete logo, entry form and artwork labels.
Action - statement

Promotion

positive response to flyer in Journal.
discussion of having a series of emails and website posts over the coming months - a reminder every 2 weeks thru
Yahoo!
Write media release to send to press in January.
Action - Ilsa write emails and website content

Action - Ilsa compile list of contacts or media including close of submissions.

ArtEd Website

Logo and entry form will be up on website in a fortnight? Frequent updates over the coming months.

Action - Rachel - finalise Logo first then entry form

Action - Ilsa send logo and write up first post.

Venue booking

Action - Ilsa - check with Derek at CBRE re requirements for security on February 12 and 26 (Saturdays)

Display boards

Booked (quote from Display techniques okayed by Art Ed Management Committee).

Insurance

Public Liability Insurance would be covered by PTCWA - Art Ed not financial at present - Action - Rosie following up with Keilo to organise payment of membership.

Statement by Supplier form

Obtain copy of form from ATO for sales by people without an ABN

Action - Ilsa get e copy for website and hard copy available at drop off.

Liquor License

Action - Ilsa apply for LL for the 14th February 2011.

Catering

consider Valentine theme

get 3 quotes for next meeting

next meeting

proposed for 25th October ? tbc