

Date: Monday 28th September 2015

Venue: RAILWAY STATION Meeting opened at 7.30PM

Present:

Geoff Park, Julie Patey, Phillip McDonald, David Famington, Sarah Koschak, Saide Gray, Horse

Apologies: Claire Collie, Prue McAdam, Andrew Skeoch, Don Culvenor,

1. HIRE OF FACILITY

1.1.

CATEGORIES

- Commercial Exhibition (4 weeks duration) \$200
- Community Exhibition (4 weeks duration) gold coin donation
- Whole venue for conference \$100
- Workshop space for fee paying participation
 - per session(evening) \$15.00
 - whole day \$50.00
- Workshop space for community workshops \$15 gold coin donation
- Workshop or gallery room for community meetings \$15 gold coin donation

Action: Sarah gave a report

2. HARTUP EXHIBITION 10th October – 24th October

2.1 100 guests have **RSVP so far** Action: Geoff

2.2. Helpers Julia E has offered help /Julie P can be there as RSA /Sarah can help
Action / Geoff

2.3 Catering through CWA

Action / Geoff

3. CALENDAR FOR EVENTS

3.1. Expression of interest in using the facility will be via the webpage

3.2 Booking calendar on the webpage Action / Geoff

NAMING OF ROOMS

Space 1	"Gallery Space" Lighting and heat/ cooling and hanging system
Space 2	"Gallery 2" Down lights and hanging system
Space 3	"Gallery 3" Workshop space Down lights and hanging system
Space 4	"Fireplace Room" Down lights and hanging system
Space 5	"Office " Down lights and hanging system and heat/cooling

4. SMALL GROUP TO MEET RE BUSINESS PLAN AND GRANT APPLICATIONS

Report back next meeting

Action: Andrew and Geoff

5. SMALL GROUP TO MEET RE PROGRAMMING AND PROCESSES

Report back next meeting

Action: Julie and Sarah

6. SECURITY LIGHTING QUOTE

Lynal Bastin from Spa Electrics gave us a quote for sensor lighting. Think about it for next meeting.

7. ESTABLISHING BASIC NEEDS

Julie visiting IKEA and will price chairs and crockery/glasses for ongoing events.

Meeting closed 9.15pm **Next Meeting 7.30pm Monday 12th October**

