



Visual Art at the heart of Shropshire, Telford, and Wrekin

## Minutes of the VAN Meeting held 2pm 19<sup>th</sup> June 2024 at 30 Sutton Grove

Present: (PL) Phil Langstaff, (JG) Julie Goldthorpe, (JW) Jana Ward, (RL) Reg Lewis, (PS) Pat Simon

Item#	Item	Action	By
1.	Apologies:	JC	
2.	Vote to co-opt Janice Gill onto Board of Trustees	Unanimously voted in favour	
3.	Declaration of interests:	No new interests	All
4.	Minutes of the meeting held 15 <sup>th</sup> May 2024	Signed as correct by the Chair	PL
5.	Matters arising from the minutes: <ul style="list-style-type: none"> <li>Lighting</li> <li>Visitors book – now up and running</li> <li>Sales / volunteering - carried forward</li> <li>Painting small front wall + Sign – carried forward</li> </ul>	<ul style="list-style-type: none"> <li>To check with electrician</li> <li>Check relationship</li> <li>JG to look into it.</li> </ul>	PL JG JG
6.	Treasurers Report:	<ul style="list-style-type: none"> <li>Report at Annex A</li> </ul>	JW
7.	Update on VAN 25 <sup>th</sup> Anniversary Celebrations <ul style="list-style-type: none"> <li>Picnic at West Hope Craft College There has been a slow response, just 12 members but voted to continue. JG to send out an email in case anyone wishes to come at last minute</li> <li>Made in Shropshire stall – August 10<sup>th</sup>  JG to organise JG to order banner and personalised pens to give away on the day.  PL to check table size and speak to Wilf, chairman of Shropshire Art Society re a stand to hang art on the day.</li> <li>Taking part in other exhibitions – eg Secret Severn, Condover  Condover Xmas Market, decided to put in for 2 tables down stairs  JW mentioned a possible exhibition space at Birmingham but decided this was too far and out of our area.  JW mentioned possible exhibition space at Footprint Gallery, Jackfield, Ironbridge</li> </ul>	<ul style="list-style-type: none"> <li>send email</li> <li>JG to organise Banners &amp; Pens 250</li> <li>Table size? Stand for Hanging – speak to Wilf, Shropshire Art Society</li> <li>JG to organise</li> <li>Gallery at Jackfield, Ironbridge possible hire JW to check out Nov?</li> </ul>	JG  JG JG  JG  JW

	<ul style="list-style-type: none"> <li>Drop-in days at the Gallery Two days have been suggested</li> <li>Day one – 9 members willing to speak about their art. Decided this could go ahead in November or during the Shrewsbury Open Studios</li> <li>Day 2 – Members drop-in day, where members could drop in for a glass of something and speak to a Trustee so we can meet them. Saturdays in September was put forward as a possible time.</li> </ul>	<ul style="list-style-type: none"> <li>PL to check out dates</li> <li>PL to email members</li> </ul>	<p>PL</p> <p>PL</p>
8.	<p>Membership and Volunteering update</p> <ul style="list-style-type: none"> <li>Members not reacted too badly to being told they have to volunteer to exhibit</li> </ul>		
9.	<p>Deciding what is selected for exhibitions</p> <ul style="list-style-type: none"> <li>Make sure things are safe to sell and glues / resins set fully</li> </ul>		
10.	<p>Membership survey</p> <ul style="list-style-type: none"> <li>Everyone was happy with questions suggested</li> <li>It was decided members would be entered into a draw to win £20 VAN Voucher when they complete the survey</li> </ul>	<ul style="list-style-type: none"> <li>PL to send out</li> </ul>	<p>PL</p>
11.	<p>Proposal to remove slats at the back of the gallery</p> <ul style="list-style-type: none"> <li>RL looked at slat and they are easy to remove, all voted in favour for this to go ahead</li> <li>Suggested this should be done at end of August for next exhibition</li> <li>Decision will then be made as to where hanging rails should go by at least 2 Trustees &amp; Jasmine Sara, Exhibition Co-ordinator</li> </ul>	<ul style="list-style-type: none"> <li>RL to do</li> <li>Group decision</li> </ul>	<p>RL</p>
12.	<p>Any other urgent business</p> <ul style="list-style-type: none"> <li>It was decided to try and remove art left in the storeroom racks of ex-members, RL to list and give names to JG who will contact them</li> </ul>	<ul style="list-style-type: none"> <li>List all left over art in basement let JG know</li> <li>JG to contact artists</li> </ul>	<p>RL</p> <p>JG</p>
13.	<p>Date of next meeting:</p> <ul style="list-style-type: none"> <li>22<sup>nd</sup> July 2024 30 Sutton Grove</li> </ul>		

## Annex A: Treasurer's Report for Trustees Meeting

### Treasurer's Report for Trustees Meeting 15<sup>th</sup> May 2024

#### Bank

CAF Bank Current Account on 17/06/2024: £ 3,825.72

CAF Bank Gold Account on 17/06/24: £ 14,190.02

PayPal Account on 17/06/24: £200

## Sales

May 2024 Sales:	£1098.65	May 2023 Sales:	£906.19	Variance	+192.46
April 2024 Sales:	£1001.35	April 2023 Sales:	£1434.63	Variance	- 433.28

## Footfall

May 2024:	654	May 2023	491	Variance	+163
April 2024:	720	April 2023	803	Variance	- 83

## May 2024 Sales Performance

Number of Items Sold:	94
Sales Transactions:	61
Customers Per Sale:	10.7
Average Basket Value:	18.01

## April 2024 Sales Performance

Number of Items Sold:	73
Sales Transactions:	50
Customer Per Sales:	14.40
Average Basket Value:	20.3