



Lawley  
Art Auction  
www.lawleyevents.com

## MINUTES OF MEETING held at MLSHS on 13 February 2017

Meeting Opened at 7:26pm

### 1.1 ATTENDANCE

Patricia Kritas (Convenor), Michelle Prince, Kerri Bland, Vanessa Lombardo, Dayna Brown, Felicity Moldrich, Darren Moldrich, Alan Lawson, Marie Molloy, Julie Williams, Sharon Cockcroft.

### 1.2 APOLOGIES

Nil

### 2.0 KEY POSITIONS

Convenor	Patricia Kritas
Secretary	Sharon Cockcroft
Treasurer	Alan Lawson
Event Coordinator	
Artist Coordinator	Julie Williams, Vanessa Lombardo
Catalogue Coordinator	
Graphic Design Coordinator	Alex Castle
Proof Readers	Sue O'Brien
Curators	Julie Williams, Elena Trethowan
Printer	
Web Coordinator	
Sponsorship Coordinator	Michelle Prince
Catering Coordinator	
Bar Coordinator	
School Liaison	Sue Faranda
Database	Kerry Bland
Publicity	Amanda Humphreys
Photographer	Amanda Humphreys

### RESIGNATIONS

Event Coordinator	Michelle Grygorcewicz
Catalogue Coordinator	Carolyn Monaghan
Bar Coordinator	Betty Parissis, Belinda Seydel

### 3.0 GENERAL BUSINESS

3.1 Art Auction date confirmed as Saturday 17 June. Preview from 5pm auction starts at 7pm.

***PLEASE NOTE: Auction date has to move forward 1 week to 10 June as Midsummer Performance commences 18 June. This came to the committee's attention after the meeting was held.***

- 3.2 Artist Entry letter: to be finalised and mailed out 7 March 2017.
  - o Application closing date Sunday 16 April.
- 3.3 Art drop-off day: Sunday 30 April from 1pm to 5pm.
  - o Art selection process 3 May.
  - o Contact unselected artists on 3 June.
- 3.4 Artist Registration: is on-line with payment by direct debit with surname as payment reference.
- 3.5 Sponsorship: Michelle contacting Daniel Gannon regarding a catering sponsorship idea/possibility.
- 3.6 Database: being updated by Kerry.
- 3.7 Treasurer: Alan able to download statements to keep track of submission payments.

*Motion to approve expenditure up to \$800 for hire of display signage from City of Wanneroo. Moved: Vanessa Seconded: Felicity*

Alan volunteered to collect the display signage from City of Wanneroo.

*Motion to approve expenditure of up to \$100 for liquor licence. Moved: Vanessa Seconded: Kerry*

*Motion to approve expenditure up to \$700 to hire temporary fencing. Moved: Kerry Seconded: Michelle*

- o Marie suggested a sponsorship idea of approaching an exhibition specialist company that could come in with display equipment and hang art. Marie to look into further.
  - o If using usual temporary fencing to display art then Patricia will make the booking.
- 3.8 Auctioneer: Julie will contact Frank Hayes.
  - 3.9 Mail chimp: Patricia working on this.
  - 3.10 RSA: Darren has RSA and will be the bar manager on the night.
  - 3.11 Liquor licence: Patricia will apply for the liquor licence.
  - 3.12 School community on-line survey: Patricia to email Amanda.

Next meeting will be held at 7:30pm on Tuesday 14 March.