



Lawley  
Art Auction  
www.lawleyevents.com

## MINUTES OF MEETING held at MLSHS on 26 April 2017

### OPENED & ATTENDANCE

Meeting Opened at 7:35pm

Patricia Kritas (Convenor), Kerri Bland, Vanessa Lombardo, Amanda Humphreys, Julie Williams, Michelle Prince, Carolyn Monaghan, Felicity Moldrich, Darren Moldrich, Andrew Lippiat, Sharon Cockroft.

### APOLOGIES

Paula Hart, Alan Lawson, Rebecca Haluszkiewicz, Michelle Fornasier, Regina Eccleston-Wirth, Sue Faranda.

### MINUTES

*Motion to accept previous minutes 4 April 2017.*

*Moved: Michelle Prince*

*Seconded: Kerry Bland*

*Carried*

### GENERAL BUSINESS

#### 1.0 CONVENOR'S REPORT

- 1.1 Thank you to committee for your work over the last few weeks - artist coordinators have been very busy liaising with artists, event coordinators have been finding their way asking questions and sponsorship activity has been great.
- 1.2 Letter was sent to the Auctioneer, Matt Donnolly and he has agreed/confirmed.
- 1.3 Decided to not display LAA art works at Inglewood hotel. Approach artists that are in auction to display other work they haven't submitted. The artist can deal direct with any buyers. Display a poster near art advertising the LAA. Vanessa and Jules to approach artists at drop-off day.
- 1.4 Artist drop-off day – volunteers arrive at 12, artists arrive at 1pm. Volunteers to bring a plate.
- 1.5 Patricia will organise eftpos machine through CBA via charity option and will cc Alan information.
- 1.6 Art selection meeting will take place Wednesday 3 May at Jules house. Selectors will be Jules, Vanessa, Kerry, Elena, Patricia.
- 1.7 Patricia mailchimed reminder to artists with outstanding fees.

#### 2.0 TREASURER'S REPORT

- 2.1 Treasurer's Report presented.
- 2.2 Alan chasing company name and address for writing/ mailing cheque for catering. Patricia will follow up with Daniel Gannon and email Alan.
- 2.3 Patricia has sourced display panels from an alternative supplier to City of Wanneroo. Cost is \$500 and they will deliver and collect.
- 2.4 *Motion to pay Perth Expo \$500 for display panels used for student art and silent auction.*  
*Moved: Patricia Kritas                      Seconded: Darren Moldrich                      Carried*

- 2.5 *Cancel motion to hire display panels from City of Wanneroo up to the value of \$800 which was moved at 13 February 2017 meeting.*  
*Moved: Patricia Kritas                      Seconded: Sharon Cockroft      Carried*
- 2.6 *Motion to pay \$500 to Temp Fence for the fencing used to display LAA art.*  
*Moved: Patricia Kritas                      Seconded: Felicity Moldrich      Carried*

### **3.0 ARTISIT COORDINATOR'S REPORT**

- 3.1 88 artists locked in for LAA. A record, 10 more than previous record.
- 3.2 115 pieces have been submitted. Some works have been delivered to Vanessa and Jules.
- 3.3 Some photos need to be redone by Bruce.
- 3.4 3 pieces have been 100% donations. 2 by Phillip Cook. Will use 1 "wind, rocks and riverbank" as a raffle prize with tickets selling at \$10 each. If well promoted has the potential to raise up to \$2,000. Promote now.
- 3.5 Carla Freitag will be delivering pieces for silent auction.
- 3.6 Jules and Vanessa will show Event Coordinators Rebecca and Michelle where the storage areas for art, equipment, tea/coffee stock are on drop-off day.
- 3.7 For drop-off day SVAPA student volunteers to wear SVAPA t-shirts, music student volunteers to wear theatre blacks.
- 3.8 Need 20 adult volunteers at least for drop-off day. Felicity Moldrich will email the SVAPA PSG.
- 3.9 With the 115 LAA entries, live auction 95. Cull those that need culling but keep the remaining unselected works and display in a separate area with own catalogue. Have this area manned by 2 volunteers to stop confusion. Direct interested buyers to payment room to purchase this art. Explain this set-up to artists so they understand their work is still available for purchase on the night if it isn't selected for the LAA.
- 3.10 Discussion took place regarding relocating bar, musicians, 3D art display. Darren will look at suitable area for bar at drop-off day. Could run 2 bars, 1 downstairs and a small bar upstairs with music located upstairs as well. Try and display more art upstairs than in previous years to allow more flow downstairs. Bad bottleneck last year in bar, silent auction and music performance areas. People couldn't see art. Shift 3D art upstairs and use that room to display the unselected art works. This room would be easy to keep separate from the LAA and would make it easier for volunteers to man. Darren can bring bollards (gold with velvet rope) to protect 3D art if located upstairs. Adults only to carry 3D art down stairs for auction.
- 3.11 Patricia will ask Belinda to add the unselected art display volunteers role to sing-up genius.
- 3.12 Jules has asked Rachel Coakley if she can assist with the 3D display again this year – possibly yes.
- 3.13 Felicity will ask Jane Packham to organise the easels again from ECU.

### **4.0 SPONSORSHIP COORINDATOR'S REPORT**

- 4.1 Recently received support from WAYJO, WASO, Black Swan, Responsive Driving, Hyatt, Clock Tower Framers, IGA, Siennas, CO3 Dance, Fresh Provisions, Asenza Coffee, Rockingham Wild Encounters, Dwellingup Accommodation (Elena and Alan), hearing back from 2<sup>nd</sup> Ave IGA.
- 4.2 Michelle to obtain AD Donnolly Auctions logo.
- 4.3 Sponsorship will close off close to catalogue finalisation in preparation for printing.

## **5.0 PUBLICITY/PROMOTION COORDINATOR'S REPORT**

- 5.1 Social media campaign linking in with artists and sponsors.
- 5.2 Using earlier years' pictures. Looking for different angles for promoting students and art works.
- 5.3 Writing up blurbs for radio and press. Interview confirmed for 6 May on Capitol FM. Thank you, Rebecca for arranging. Ollie (Y7 SVAPA) and Rosie (Y9 SVAPA) will attend interview along with Amanda and Rebecca. Jules to send Amanda some info regarding the art work for this year to use in radio interview.
- 5.4 Amanda will liaise with Nancy from AD Donnolly Auctions to promote on social media.
- 5.5 Michelle and Amanda have confirmed Crustworthy Event for Wednesday 24 May. Note has been prepared for Music and SVAPA students. Will be selecting artists to attend this event at drop-off day.
- 5.6 Amanda happy to coordinate student volunteers on the night. Still have students serving food as well as selling raffle tickets, car parking and handling art.
- 5.7 Car parking – Amanda can approach Cameron Brooks to manage again. Poor communication regarding parking last year. Place car park under Event Coordination. This will assist with ensuring students have highviz vests, torches, signs clearly letting people know parking is on the school oval.
- 5.8 Mailchimp and email countdown to LAA reminders to SVAPA and Music PSG's.
- 5.9 Darren will put out feelers to Fremantle Newspaper, ABC Radio, Community Radio.
- 5.10 Carolyn will approach West Australian.
- 5.11 Music PSG meeting next week. Amanda will meet with Michelle DeRozario to discuss music performance at LAA and to explain relocation of music performance area if it is shifted.

## **6.0 DATABASE COORDINATOR'S REPORT**

- 6.1 Updating database and mail merge.
- 6.2 On drop-off day get artists to check final bios, reserve prices and image titles.
- 6.3 Check on drop-off day if entry fee has been paid.
- 6.4 Kerry will print labels for wrapping and storage.

## **7.0 CATALOGUE COORDINATOR'S REPORT**

- 7.1 Sample posters were prepared. Everyone thought they looked great. Vanessa will liaise with Regina and Paula regarding the short-listed posters.

## **8.0 WEBSITE COORIDNATOR'S REPORT**

- 8.1 Amanda to send Carolyn images from drop-off day for website.
- 8.2 Tony Monaghan happy to MC LAA again. Thank you, Tony.
- 8.3 More to report when art selection is finalised.

## **9.0 SCHOOL LIAISON REPORT**

- 9.1 Sue Faranda left invitation letters for politicians, VIPs, parents, artists, etc. for updating. Vanessa, Kerry and Patricia will review and return to Sue.

## **10.0 CLOSE & NEXT MEETING**

Meeting closed at 8:50pm. Next meeting will be held at 7:30pm on Tuesday 2 May.