



CHICHESTERCAMERACLUB

Patron: The Right Worshipful Mayor of Chichester

**Minutes of the meeting of the Management Committee
held on Tuesday 5 January 2016 at 7 pm in the Tangmere Village Centre**

1. **WELCOME** – The Chair, Jan Davis, welcomed Committee Members to the third meeting of the season.
2. **PRESENT** – Dave Abbott, Liz Boden, Lorna Brown, Jan Davis, John Dean, Mike Hancock, David Harris and Vanessa Stern. Apologies for absence were noted from Glyn Edmunds and Sheila Tester.

ADMINISTRATION

3. **DRAFT MINUTES OF MEETING 1 December 2015** – The Draft Minutes were **agreed** as a correct record and will be available on the Club's website. **Action: Liz Boden**
4. **MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD 1 December 2015**
– These were dealt with in context in the Agenda.
5. **TREASURER'S REPORT** – Having previously been circulated, this was taken as read. It was noted that summer exhibitions now show a breakeven or very slight profit, with North Mundham being the financial support but this cannot be counted on to continue.
6. **AGM PREPARATIONS** – Following discussion and in line with the Club Constitution (April 2015) the timeline was **agreed** as follows:
 - 5 May 2016 – Last day for proposals and nominations to be received by the Secretary.
 - 12 May – 14 days prior to the meeting, Agenda and papers to be sent to club members.

It was also **agreed** to include on the AGM Agenda:

- Amended Competition Rules for ratification, following Committee approval.
- A Summary Report: Exhibition Review.

During discussion, the following Officer vacancies were noted: Vice-Chair, Annual Exhibition Secretary, 2017/18 Programme Secretary.

Action: Secretary and Committee Members

CLUB ACTIVITIES VERBAL UPDATES

7. **MEMBERSHIP**

7.1 **Waiting List** – It was **agreed** the next intake of 20 from the waiting list would be in September 2016. **Action: Vanessa Stern**

7.2 **Mentoring** – Mike Hancock said there was nothing new to report. Everything is being done that can be done to assimilate new members into the club.

8. **CLUB CALENDAR**

8.1 **Programme 2015-16** – This was going well. The Christmas Quiz had been a success and there have been calls for it to take place again next season.

8.2 **Programme 2016-17**

8.2.1 Next season's programme planning was going well and members look forward to the Christmas Quiz being included once more.

8.2.2 The PAGB Awards Advisory Day to be hosted by CCC to be confirmed as 16 October. Ann McDonald and the Selection Committee are leading on this. Roy Whelan and other advisors will offer advice on proposed submissions to the PAGB. CCC members will be invited to express

interest in this. Submissions will cost £15 and Observers will be charged £5. It is expected that the event will make a modest profit for the Club's funds.

8.3 Programme 2017-18 – A Programme Secretary for the 2017-18 season must be identified as soon as possible.

8.4 Internal Competitions – Following discussion it was agreed that:

8.4.1 The two-week deadline for competition entries should remain, and it is not committee policy to extend this unless there are very good extenuating circumstances. John Dean to confirm this to Jeff Owen. **Action: John Dean**

8.4.2 Given the high number of prints submitted for the Intermediate print competitions, and dependent on the particular judge's capacity, it might be necessary on occasion to restrict the number submitted to two per member, as on occasion judging had become very protracted with the later part of the competition hurried in an attempt to catch up. Members would continue to submit three, but order them so the first two would be included when it was necessary to limit the total. Glyn Edmunds will be asked to clarify whether the invited judge would be able to manage the entries in a timely manner. **Action: Glyn Edmunds and John Dean**

8.5 External Competitions

8.5.1 Selection Committee - All competition rules to be updated in consultation with the Competition Secretaries, then presented to the Management Committee for consideration on 29 March and for signing off at the May 2016 AGM. Then to be updated in the Members' Handbook, which lists the current rules. Additionally, Peter Rocchiccioli to let Jan Davis have details of external competition dates for the Club's website. **Action: Peter**

Rocchiccioli/Competition Secretaries/Management Committee

8.5.2 SxPF & Regnum Crouch – Updated details would appear on the Club's website. Confirmation on the changes to Regnum Crouch activities was still outstanding. **Action: Sheila Tester**

8.5.3 SCPF – Updated league results will be shown on the Club's website. **Action: Sheila Tester**

9. ANNUAL SUMMER EXHIBITION

9.1 Plans for 2016 – Peter Rocchiccioli had produced a timeline, but an electronic version is needed. Following discussion regarding the urgent need for an Exhibition Secretary to organise various work teams, Lorna Brown agreed to take on this role temporarily to be assisted by Mike Hancock. **Action: Lorna Brown/Mike Hancock**

9.2 Exhibition Review – Lorna Brown tabled a Summary Report for consideration. It was noted that 14 responses had been received out of a membership of 130. In summary, there is no appetite for change; all but one respondent had taken part in the exhibition, and that more guidance on submissions was required. It was proposed to reduce the Summary Report to a single-sided document for presentation to the AGM indicating there is no mandate for changing the modus operandi, and that useful suggestions will be followed up. **Action: Lorna Brown**

10. COMMUNICATIONS & WEBSITE – The ongoing need to further improve the website was discussed, noting that the newsletter is improving. Jan Davis reported stressed that it is very important to get a whole clear message across to members; sometimes dissemination of information is very difficult. It was noted that Flickr administration rights have been received and the Club logo has been amended. Twitter will be used to advertise and inform about North Mundham and the Annual Summer Exhibition. It is important to explain to new members that North Mundham is a whole Club event although not everyone will be showing, in the same way, as is the Spring Exhibition. **Action: Jan Davis**

11. EQUIPMENT

11.1 Sound System – John Dean reported that the positioning of the speakers has been identified, either side of the stage, but that final details need to be resolved. **Action: Jan Davis & John Dean**

11.2 MacBook Pro – Jan Davis reported that there is renewed pressure to buy a Mac laptop, following the decision to purchase the PC first to run PhotoComp. He suggested that he and John Dean look into this, noting that the Mac will be used for Digital group, in other Club meetings and demonstrations from time to time either by members or visitors. Following discussion and recognition that there is an on-going need to have both a Mac and PC available for use by the Club, it was **approved** to purchase a MacBook Pro at a sufficiently high specification as we have saved considerably on our budgeted plans to spend £2K plus on the sound system. Therefore there is headroom to improve our computer facilities. The specification would be refined with Jeff Owen and other knowledgeable Club members, and a sum of approximately £1,300 would be appropriate. **Action: Jan Davis/John Dean**
A Photoshop licence will be required for the club. Jan Davis to speak to Richard Curtis regarding this. **Action: Jan Davis**

11.3 Colour profiles – There is a pressing need for the projector to be correctly profiled for PDI quality to be 'spot on', as well as a print quality issue raised by Pete Bamforth. This requires further investigation and it was agreed that Jan looks into this before a purchase is made. It was agreed that the Club purchase a modern projector calibrator costing approximately £200. **Action: Jan Davis**

11.4 Exhibition panels – It was noted there was a need to replace the existing panels with lighter weight ones. However, committee members considered that a fund needs to be set up for such a large purchase and it was suggested that various options should be looked into during the NEC photography show as a starting point. **Action: Committee members attending**

11.5 Microphones and stands – It was **agreed** that fixed stand microphones should be available not only for the 2016 AGM but also for other meetings. **Action: Jan Davis/John Dean**

12. EXTERNAL RELATIONS

12.1 St Wilfrid's Hospice – A letter of thanks has been received from St Wilfrid's Fundraising Department for photos taken by Club members at the Vintage Fair and Midhurst shop opening as well as coffee mornings, bridge drives, race night, and 50s/60s night. A Dropbox facility has been set up for viewing these images. More pictures had been placed on the hospice walls and were much appreciated. An ARPS project by Cath Walters on clients and staff at the hospice has received a very positive reception.

12.2 Fernhurst Centre, St Richard's Hospital – 30 clip frames will be bought and fitted to the wall at Ford Ward enabling images to be displayed and changed every three months or so like at St Wilfrid's. **Action: Jan Davis**

12.3 Twinning – Valletta – Malta Photographic Society had requested a judge for its competition in May and Peter Rocchiccioli was recommended as an appropriate ambassador for the Club at no cost to the Club. To-date, nothing further has been heard. **Action: Jan Davis**

13. 2016 COMMITTEE MEETING DATES: Confirmed as 2nd February (Committee Room), 1st March (Committee Room), 29th March (Small Hall)

Meeting closed at 9.45 p.m.