**MINUTES OF THE ASGWD HAMPSHIRE GUILD HELD ON 21st OCTOBER 2017**

**Present:**

Della – Chair

Karen

Jo

Sue

Jenny

Coral

**Apologies:**

Maya

Ruth

Ella

|  |  |  |
| --- | --- | --- |
|  |  | **Action** |
| 1. | **Minutes of the last meeting – Matters Arising** |  |
| 1.1 | Karen noted that she was not able to attend Guild in May and June – minutes to be amended. | **RH** |
| 1.2 | Membership to be increased to £2 entry. |  |
| 1.3 | It was reported that the Youth Guild numbers had increased and therefore no need to promote/advertise the event. |  |
| 1.4 | It had been agreed that the cap on Hampshire Guild subsidy for exhibition at Silk Mill would be £3. |  |
| 1.5 | Volunteers had been found to undertake the Notice Board – Amanda and Josie. Item from Marianna on her experience would be featured in the newsletter. |  |
| 2. | **CHAIR REPORT** |  |
| 2.1 | Caroline to be invited to join the committee to represent work at Hilliers. |  |
| 2.2 | The following posts will become vacant as from 2018 AGM – Chair and Events Co-ordinator. Possible candidates to be identified. | **ALL** |
| 2.3 | Sylvia May had accepted the Honorary Membership. The Treasurer to reimburse her membership fee for the current year. | **CN** |
| 3. | **ACTIONS FROM AGM** |  |
| 3.1 | It was reported that the record keeping on the sales tables was working well. |  |
| 3.2 | Treasurer to investigate Bring and Buy income for the Treasurers Report. | **CN** |
| 3.3 | Working Group being set up for Guild Exhibition in 2019. Item to be added to future meetings Agenda. | **RH** |
| 3.4 | A decision needed to be made regarding the fleece donated to the Guild by John Arbon. To be raised at next News and Views. | **DS** |
| 3. | **TREASURERS REPORT** |  |
| 3.1 | The Treasurer was progressing access to bank accounts. Online access to HSBC account obtained. Action continuing to obtain bank card to facilitate easy access to cash.  TSB – work ongoing to obtain online access and debit card to enable easy access as there was not a branch of HSBC in Romsey.  Committee to review bank accounts in one year – autumn 2018. |  |
| 3.2 | Audit Bill from the auditor outstanding due to issue re assets. The bill is £150. |  |
| 3.3 | Treasurer reported that auditor was looking to resign and a replace was being sort. | **CN** |
| 3.4 | Decision to be taken as to whether the Guild go for an audit, examination or no audit. | **CN** |
| 3.5 | Bank balance: Deposit £5095  Current account £2306 |  |
| 3.6 | Treasurer putting together report on income/expenditure. | **CN** |
| 4. | **CORRESPONDANCE** |  |
|  | None reported |  |
| 5. | **YOUTH GUILD** |  |
| 5.1 | It was reported that the Youth Guild was progressing well. 10-11 expected at next meeting. |  |
| 6. | **TIMETABLE FOR 2018** |  |
| 6.1 | It was suggested that a meeting is devoted to weaving skills in 2018. To be discussed at News and Views. |  |
| 7. | **WEBSITE** |  |
| 7.1 | Themeeting agreed that the Website was looking very good. |  |
| 8. | **EVENTS** |  |
| 8.1 | An organiser for Events was required. Options:   * Do nothing * Facilitator of events appointed plus a person to lead on each event. |  |
| 8.2 | There had been low attendance at Hilliers. The object of the charity was to reach out to community. |  |
| 8.3 | It was understood that Ella was willing to take on the roll although someone will be needed for Hilliers event. |  |
| 8.4 | Jo to be facilitator with some help from Sue Brewer. |  |
| 8.5 | Leaflet to be compiled on the role of a demonstrator. To be discussed at News and Views re demonstrating. |  |
| 8.6 | Hilliers – they were unable to pay the Guild for running the event for children in August. It was agreed that the Guild would continue for 2018 and then review the position. Caroline to liaise with Hillers re this proposal. | **CT** |
| 8.7 | Hilliers to be asked to advertise the Weaving event. | **CT** |
| 9. | **ANY OTHER BUSINESS** |  |
| 9.1 | Members to be encouraged to be welcoming to new people attending our meetings. | **ALL** |
| 9.2 | Sue Brewer enquired if there should be a disclaimer on Guild correspondence. |  |