**Devon Guild of Weavers , Spinners and Dyers**

**Committee meeting minutes 10/2/18**

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|  | **Post meeting comments / action required** |
| **Present;**  Isabelle Jourdan (**IJ**; chairperson)  Karen ball (**KB**), Jackie Millichap (**JM**) secretaries / webmaster  Sue Heathcote (**SH**; Programme sec)  Paul Ashton (**PA**; treasurer)  Terri Bate (**TB**: newsletter co-ordinator)  Jae Burgin (**JB**; coach trip co-ordinator)  Jo Williams (**JW**; committee member)  Shelagh Robson (**SR**; committee member)  **Apologies:**  Sarah Otton (**SO**; committee member) |  |
| **Matters arising**;  IJ looked for minutes but none available  SH – Dying workshop - not charging for fibre for dying day unless want to buy specialist yarn.  List up for workshop  Also confirmed must pay at least Saturday before.  First places to Guild member. Friends invited if still spaces closer to the time.  In April - Paulette taking Sue Borrits place on Saturday afternoon to talk about Tapestry weaving certificate  March 11th – Jae still to follow  Bicton Lambing day – confirmed place  Buckfast Wool – IJ and JM there with Totne spinners.  Jpeg of flier to put on website.  Devon County Show – Forms sent, have stand. JN mee Jo to confirm arrangements  KB – not appropriate for Get Creative  Guild submissions. JM sent piece about Buckfast. Not heard back but will chase.  Brenda aware free first badge.  List of equipment going round and will go through today and see what is there and replacements  Website access to agwsd resent in last mailing |  |
| **Treasurer’s report:**  £2,500 in current  £3,00 deposit account  Second insurance  Public liability and Contents insurance. JM asked Paul for copy. |  |
| **Website**   * JM gone through all on website. All up to date. * Approval from people put in links. * Links to speakers websites. * Dunja who did judging for skills evaluation did a lovely blog and so put link to that * Need to decide what want from website. Lot of information. – 50 pages * Archive pre 2016 Need to decide if keep there or delete completely * Set up members only – Password “America Hall”   Committee  Risk assessment  Insurance  Newsletter  Members contacts who have given permission   * Happy with page and to go live * Classifieds – JM has emailed all people . Those sold all sold through other contacts. Only once or twice people paid commission on classifieds.   We need to decide  Scale as percentage of value – paid upfront – 5%  Would generate money.  Items only stay for 2 months  Check to Paul or cash if members.  Also put in email round-up  Leave card up on notice board – no charge.  JM to put something together about how run classifieds.  Email hacked – emails sent come through as MAIL ALERT.  Have changed password.  Will pay for some anti-virus. Getting someone to look at but may need to open a new one. If that is the case will keep old running as transfer across. |  |
| * **Welcome letter**   JM put together. IJ looked through and made some amendments.  Copies passed round to committee Members asked to look over and comment.  Add Rota and cakes for letter |  |
| **Events**  **Cornwooly – received a number of emails and sent out in mailing**  **Buckkast – run by South Devon Wool Works.**  **Social enterprise company based on outskirts Buckfastleigh. Promoting all wool supplies in area.**  **Liz Kent with IJ**  **Bicton Lambing – Jae, KB**  **Wimbleball – pass on to Somerset**  **Ashcombe**  **Killerton – 11th March – Jea sorting.**  **Chardstock street fayre – pass on to Dorset.**  **Devon county sho – have stand. Judy and Liz Kent already volunteered**  **Mid-Devon Show – Sheilagh happy to do** |  |
| **Facebook**   * **JM to follow up** | JM |
| **Newsletter**   * **Teri battled with pages for printing**   **Printed fine first 9 copies but when reloaded paper broken printer.**  **Guild printer broken too far that time to dump.**  **So went to printers –and done in seconds £43.00. Did provide paper and card for**  **cover.**  **Feeling not that much more expensive than cost of ink.**  **Copies for people who have not got computers. Pdf to be distributed**  **Congratulations to Teri for all her work.**   * **3 a year February, June and October** |  |
| **National Exhibition**  **Next meeting really need to push.**  **Need to submit photo and feely bit** |  |
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| **Foundation**  10 people expressed interest.  Janet heard from 5 out of ten.  JM send out another email to register.  Meet in March |  |
| **2019 Exhibition**  Need to contact Abbey now for dates for exhibition.  Do we want all 4 days – felt Monday would have been very popular  Sheilagh will take lead and find out cost |  |
| **Show and tell + HELP!**  All create fantastic pieces but do not know what other create.  IJ - Set up 1 / 2 tables and people bring piece with label with name. Just display – no need to talk about it.  Could also bring in pieces which are not working and | IJ |
| **DGWSD – started in 1951 – JM has folder of history.**  **“To foster a sense of beauty of material, texture colour and design”**  **Also found letter from Clarence House gave Camilla on overshot name draft wall hanging.** |  |
| **Questionairre** | IJ |
| **Project**  **Jotted down ideas**  **KB give fleece – 150g of Lleyn**  **Do as individual or as group.**  **Can then combine fleece.**  **Final piece embellished**  **Wool should make up the majority of the piece. List of additional**  **Warp for weaving can be of other material.**  **Thoughts for ideas for titles**  **From Coast to Moor**  **To be ready for October Challenge day.** |  |
| **AOB**   * Insurance * Equipment Insurance from Paul * Have Public Liability from National - Members or public involved Guild business   Teachers it is assumed have own Public Liability insurance.  They provide us with copy and keep for 3 years.  Members are covered if they are doing the workshop.  A lot of it is about due diligence.  Problems:  Grotty fleece  Carders  Sharp equipment  Need to have Risk Assessments  Dying workshops need COSSH assessments as well as risk assessment  JM will write up summary. Need someone to write up dying.  Under 16 supervised by own carer at all times | Sheilagh to do. |
| **AOB**  Buckfast – not asking members for items as this is IJ  Bicton – Just a few members  Anyone going to a show must have a copy of the insurance  Printer – fix or get another of go to printer.  35p each. So take Newsletter to printer  JM has own printer but wants some ink for that. |  |
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| **Meeting closed 10.30am**  **Next committee meeting March 10th 9.30am** |  |

*JM 21/1/18*