

## **Minutes**

### **Arts Council Meeting – 29 June 2007**

**Present:** Angela Kummer (chair), Simon Hicks (department representative), Werner Senn (department representative), Alexandra DePeyer, Cindy-Jane Armbruster (website), Regula Koenig (secretary), Simone Ingold, Annette Kräuchi

**Excused:** Matt Kimmich (department representative), Christiane Schlote (department representative), Tanja Willi (treasurer), Samuel Linder, Sandro Ilg

### **Agenda**

1. Approval of last minutes
2. Check to-do-list
3. Info Murder Mystery Play and Drama Society: Angela
4. Info finances: Angela
5. Info improvisation workshop: Cindy
6. Inventory: Alexandra
7. Project proposal: concert October 5: Regula & Angela
8. Members of the Board: changes
9. Discuss ideas for 10-year anniversary 2008
10. Information booklet AC autumn term 07: Regula
11. AOB

#### **1. Approval of last minutes**

The minutes of the last meeting are approved by everyone present. Angela thanks the secretary and all the members who have contributed for their work.

#### **2. Check to-do-list**

- Matt is going to assemble a list of venues until July
- Cindy is going to try to update the website as soon as possible and have all changes ready for the start of the autumn term
- Regula is going to make posters to advertise the Sleeping Beauty DVDs as soon as possible

Angela thanks everyone who has done his/her assignment appointed at the last meeting.

#### **3. Info Murder Mystery Play and Drama Society: Angela**

Angela informs the committee about the Murder Mystery, since Tanja cannot be present at the meeting. According to Tanja (and all who have seen it) the performances went well, but there were not as many visitors as expected. There will be a loss of about 1000.-. The committee agrees that the planning was difficult since the project was realised in a very short time. In the

future, the Arts Council should make sure that people take enough time for planning and organising their events. Also, the amount of energy and time that needs to be reserved for a project should be stressed more by the Arts Council.

Another problem was that there were only few helpers for the play and Tanja was the main person responsible for most of the organisation (from advertisement to the organisation of the room, bar, etc.), which resulted in Tanja being stressed out by the whole event. Cindy suggests that we include a question on the application form about who organises the event and who is helping with the overall planning and executing. This would invite people, who are interested in doing a project, to think about possible helpers already at the very beginning (that way they can save time and energy while realising a project). Otherwise, all committee members agree that it was a good project and worthwhile supporting. The Arts Council also approves the payment of 70.- to Cindy who has kindly organised flowers for all the actors participating.

Finally, Angela enquires about the Drama Society, but since Tanja is not present, there are no news from that side. Cindy reports that Tanja has collected a list of names from people who are interested in either performing themselves or helping out at events. However, it is unclear how helpful this pool of names will be to the Arts Council in general, since people might change their minds very quickly, depending on their schedules or other engagements.

#### **4. Info finances: Angela**

Angela says that there are now approximately 22'500.- on the account of the Arts Council. She also sent the final account of 2006 to the two auditors, but has not yet received a confirmation that they finished their report. She will contact them again to make sure that the report is ready for the next General Assembly (which will take place in 2008).

#### **5. Info improvisation workshop: Cindy**

Cindy informs the committee about the improvisation workshop which took place on June 9. She says that it was very successful and that the eleven participants profited from the different improvisation games and activities. Some of them are motivated to continue with improvisation and might also participate in future drama projects. The Arts Council now needs to think about the following questions: Will we support further workshops? Would it be useful to do other projects that go in a similar direction (e.g. on how to perform in front of an audience)? Could a regular improvisation group be incorporated into the Drama Society?

The Arts Council agrees that it is useful for students to be able to learn improvisation techniques and to have the opportunity to perform in general. This subject will probably come up again in the spring term, due to Simon's retirement, because he has so far offered a drama

workshop. Finally, Angela reports that the promised 200.- were paid to Jeff Scattini, the instructor of the improvisation workshop.

## **6. Inventory: Alexandra**

Alexandra, Angela and Regula cleaned and tidied the cellar with the costumes and props. There are still some props which could be thrown away, however, as well as surplus material from the department and from the Swiss British Society. Simon will contact Franz to ask whether we could throw away the Swiss British Society's material, and Angela will contact the secretary about the old computers and other technical things we found, which belong to the department.

Alexandra (with the help of Angela and Regula) are going to make a new inventory list of all the costumes and props in the summer break. The Arts Council approves to pay a fine of 40.- which Alexandra received since the cleaning took almost three hours and they completely forgot about Alex's car. Also, Cindy reports that Upstage thanks us for the return of their costumes.

## **7. Project proposal: concert October 5: Regula & Angela**

Regula has officially handed in a proposal for the 'promotion event', which is planned for the 5<sup>th</sup> October. It will take place in the form of a concert, in the 'Saal' of the Mappamondo Restaurant. The Psynchopaths, as well as Dewi and R. J. Watts, are going to perform (there may be others as well, but this still needs to be clarified).

Regula was contacted by some of the musicians and asked whether the Arts Council would agree to a small payment of their performance. The committee agrees that she can take up negotiations and that the Arts Council is prepared to pay up to SFr 2000.- in total. Regula suggests that the deficit guarantee for the event should be 5000.-, which includes the payment of the room (300.-), expenses for the bar/food/decoration/fridge (ca. 500.-), the musicians (max. 2000.-) and the money which is needed for the cash box at the beginning (ca. 2200.-). This event should make at least between 500.- to 1000.- profit. According to previous experience, if the event is well organised, this should be achievable.

Angela suggests that the Arts Council sets up an information desk where the AC is presented and people can ask questions, receive information about it, and sign up for the newsletter. Angela and Regula (as well as Annette, if needed), will be responsible for putting together the material which will be needed at the information desk.

Cindy suggests that since we have a 10-year anniversary, we could have a 'competition of ideas' at the promotion event, where people can put down their ideas for anniversary projects. This way, we are sure to do projects that people are interested in and it would also make it

easier for us to plan events.

### **8. Members of the Board: changes**

Angela informs the committee that four members (including three founding members) are leaving the Arts Council (Prof. W. Senn, Matt Kimmich, Simone Ingold and Samuel Linder). She thanks them for their commitment, the time and energy they contributed, and the work they have put into the Arts Council in the past years.

Secondly, Angela welcomes the new members, of which only Annette Kräuchi is present. Christiane Schlote (new department representative) and Sandro Ilg (responsible for the Film Club) are also going to join the Arts Council. Annette agrees to take over the PR-position and Cindy informs her about her future tasks (advertisement, information for website, Newsletter and e-mails to students/staff). Since Simon will be leaving at the end of the autumn term, the Arts Council will have to think about a replacement in the next term.

### **9. Discuss ideas for 10-year anniversary 2008**

Next to Cindy's suggestion (see above, point 7), Simon reports that he is currently planning an event which will probably take place in January. He will hand in a proposal as soon as he has more information. Angela suggests that we have another 'Homespun' evening, but this would probably not be linked to the 10-year anniversary. The Arts Council expresses interest in both projects.

Cindy suggests that a sub-committee should be established for the organisation of the events of the 10-year anniversary. This idea is approved by the Arts Council and the members will be elected at the next meeting. Cindy also raises the question whether we should think about possible fundraising for the anniversary. This point is taken into consideration and will be taken up at a later stage again.

### **10. Information booklet AC autumn term 07: Regula**

The Arts Council decided to put an introductory text into the information booklet, in order to promote the AC. However, the text was not printed due to the fact that the secretary did not receive the text. Consequently, Regula consulted the secretary who suggested that we print the text and then include it within the booklet on a separate sheet. However, the head of the department did not agree to this idea, since the Arts Council had never before been represented in the information booklet.

Regula now suggests that the Arts Council creates a separate flyer (Annette will design and print it) which can be given to the students and can also be handed out at the promotion event. This idea is approved by the committee.

### **11. AOB**

- At the next meeting the Arts Council should fix a date for the General Assembly (which will probably take place at the beginning of the spring term 2008)
- Simon asks the committee whether the Arts Council would support the organisation of a 'Creative Writing event' with Roselle Angwin, a teacher of Creative Writing from Devon (UK). She is going to come to Switzerland to participate at the 'Fachschaftstag' and Simon would like to invite her to do something with our students as well. The Arts Council agrees that it would sponsor such an event and Simon says that he will hand in an official proposal in September
- Professor Senn thanks the committee for the past nine years, the pleasant time with the Arts Council, and wishes us success for our future projects
- Angela will inform all members that the next meeting will take place on September 28, 2007 at 9.00 am in the printer room

Minutes: June 29, 2007 by Regula Koenig