

## **Minutes: Arts Council Meeting – 16 November 2007**

**Present:** Angela Kummer (chair), Simon Hicks (department representative), Christiane Schlote (department representative), Cindy-Jane Armbruster (website), Regula Koenig (secretary), Annette Kräuchi (PR), Sandro Ilg

**Excused:** Alexandra de Peyer, Tanja Willi (treasurer)

### **Agenda**

1. Approval of last minutes
2. Check to-do-list
3. Info previous projects: Film Club, 5<sup>th</sup> October, Angwyn workshop
4. Project proposals: Oleanna, OAP, Photo exhibition
5. 10-year anniversary in 2008/ 110<sup>th</sup> department birthday
6. Copyright, documentation & obligations
7. Date for General Assembly in 2008
8. 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 has not sent the list of venues yet – Cindy will ask him again to send it to her.
- We forgot to send pictures to Cindy for the website: do it as soon as possible!
- The inventory is now online.
- Cindy has not been paid yet for the website because she is still collecting other bills and will give them collectively to Tanja.
- Tanja has not put a list of all the account information together yet.
- Simon promises to write an information text for the ‘drama activities’ on the website.

#### **3. Info previous projects**

- Film Club: Not many people attend (the record is six people so far), but the interest is there. Next term, the films will be shown on Thursdays, since theatre rehearsals will take place on Wednesdays. Cindy asks Sandro to send the information about the Film Club earlier next time so she can put it online in time. Sandro mentions that he will not need the whole 150.- since he acquired most of the DVDs from private sources (it will be more like 30.- in the end). Cindy suggests that the DVDs could be ordered at [www.play.com](http://www.play.com), where they tend to be very cheap. Simon reminds Sandro to tell teachers in advance which movie is on, so that they can advertise it among students.
- Promotion Concert (5<sup>th</sup> October): Angela reports that as far as promotion goes, the concert was a success. The advertisement was good and many Freshers came and were introduced to the AC (some of them also helped, which is a good sign). Nevertheless, the Arts Council made a loss of

about 900.- which is mainly due to the payment of the musicians. A few members of the committee mention again their uneasiness about paying musicians for our events and they wish that in the future, no such payments are made anymore. Also, fewer people attended than was expected (only around 100 people instead of the expected 200). Reasons for the 'poor' attendance could be the overload of concerts recently or stress at the beginning of the semester. However, the hard drinks that were bought and were not opened can be used at a later event, so there is no big loss with the drinks.

- Roselle Angwyn: Simon, Christiane and Sandro agree that the evening was very nice and well done. Unfortunately, there were only 6 students and 6 other attendants. The advertisement for the event was good and in time, so we conclude that this kind of event is simply not very popular among students. Also, the time (6 p.m.) might be problematic, since many students are busy in the evenings, or have already left for home. Setting up events at an earlier time might be a good idea for the future: Although some may not be able to come, others might come that do not like to attend events in the evening (at least it is worth a try). Also, we should remember to combine such events with other things, such as course activities (for example Franz's creative writing course), working together with the Swiss British Society, or invite school classes to attend. Simon reminds Cindy that the Angwyn workshop was not put on the website, although it was advertised in the newsletter and Cindy apologises. The Arts Council agrees that it would be nice to have the latest event coming up on the opening page of the website so that people who look at it are always informed about what is next to come. There are a few other comments about the website: the film club is not yet online and the AC meeting was not advertised under the 'meeting list'. Cindy says she will put the information online as soon as possible.
- Angela informs the Arts Council that we still have approximately 22'000.- on the bank account.

#### **4. Project proposals: Oleanna, OAP, Photo exhibition**

- During the discussion about the promotion concert, the idea came up to have a musical evening, where musicians can come on stage and perform for free ('open-mike' evening). All members agree that this is a good idea and could be one of the projects for the anniversary year.
- Oleanna: The committee agrees that this is a very interesting project, but that its submission has occurred too late for approval. Since the One-Act-Play evening will take place in December as well, and many people are very busy in this month, it would not be a good idea to have another theatre project, especially not one where no students of the department are taking part in. Also, it seems to us that the amount we would have to pay is fairly high (mainly due to the professional actors). Our suggestion is therefore that Cindy re-negotiates with the performers and asks them whether they could do it in Spring term instead and if they would agree to a contribution of 500.- while offering the students reduced tickets for 10.-. We agree to help with the advertising and helping out on the evening of the performance, but everything else should be organised by them. Also, the gained money must not be used for charity (as stated in our Directives). We believe that

if we have more time to advertise the event, and if it takes place in March, we can also address school classes and therefore gain a bigger audience than we would have in December. Cindy agrees to take up negotiations and she will inform us when she has any news.

- One-Act-Play evening: It will take place on December 19. Although Tanja did not contact Cécile Huber, Angela was able to help her with the finances and Regula has helped out with information on how to organise the bar. The Arts Council agrees that the organisers are doing a good job and we are prepared to pay them the amount of 1'000.- (deficit guarantee). We will lose about 100.- for flyers and the present for the caretaker. Simon suggests that we remember the Neufeld-Gymnasium for future projects, since Cécile managed to get it for free for two nights.
- Photo Exhibition: The exhibition is postponed to the Spring term since Lukas Etter is too busy at the moment. The Arts Council decides to pay for a small apéro at the vernissage (approx. 100.-) which will probably take place in week 13, as well as 30.- per picture (10-15 pictures will be exhibited in the Engl. Dept.). If Lukas sells a picture during the exhibition (which will end with the Spring term) we get back 30.- per picture. If Lukas uses the same pictures in another exhibition, he would need to mention that this exhibition was originally sponsored by the Arts Council of the English Department. Cindy asks again to receive the event details in advance so that she can advertise it properly on the website.

#### **5. 10-year anniversary in 2008/ 110<sup>th</sup> department birthday**

Angela suggests that someone should be responsible for the anniversary events. This/these person(s) should be responsible for choosing possible projects, gathering ideas, and for the collaboration with the department staff (since we would like to work with the staff for this year of ‘anniversaries’). Cindy suggests that we first address the staff of the English department and ask them what they have planned and how we could collaborate. Simon adds that a subcommittee would be useful for the brainstorming and organisation of ideas. The Arts Council agrees that the formation of such a group would be useful, once we know what the staff is planning. Possible events for the anniversary year could be: The photo exhibition, ‘As You Like It’ (in preparation), a musical evening (open-mike night), an ‘open-door’ day, etc. Angela will get in contact with Professor Rippl as soon as possible and will then relate any new information to the Arts Council.

#### **6. Copyright, documentation & obligations**

The Arts Council discusses Christiane’s proposal for the copyright & documentation contract. We suggest the following changes in the Directives:

- New: Art. 4.4 *If a project funded by the Arts Council results in applicants producing materials which may be subject to copyright, such materials remain the property of the applicants. The Arts Council may wish to store data for internal documentation and to include project materials on the Arts Council’s website. The use of such data will be negotiated individually with applicants.*

This article replaces the old article (cf. Art. 5.6).

- New: Art. 5.6 *In submitting a project proposal for financial support to the Arts Council,*

*applicants agree to:*

- *Provide an introductory text on the project within two months of completion of the project which should include:*
  - *Any documentary materials relevant to the project (in digital format), such as programmes, leaflets, flyers, photos, etc.*
  - *A detailed final financial account (including receipts).*
  - *The report should also include a very short description of the event itself (success & difficulties, how many people attended, etc.)*

The new Directives will have to be approved by the next General Assembly.

#### **7. Date for GA**

The Arts Council decides to hold the General Assembly on the 6.3.2008 at 12.15 (open end), room to be announced. We will provide a small apéro and Sandro volunteers to repeat his part of the performance at the One-Act-Play evening during the Assembly.

#### **8. AOB**

- Sandro says that he will try to get the DVD of the last One-Act-Play evening for our online collection.
- Simon surprises everyone by announcing that this meeting was his last as a staff representative on the Arts Council (since he retires at the end of term – we completely forgot about that). He thanks the committee for all the good work and feels honoured to have been part of the Arts Council for ten years, and for having been one of the founders of the AC. He also wishes us all the best for our future projects. Angela and all the other members express their thanks to Simon for his great work, his effort and the energy he has invested into the Arts Council, and hope that he will genuinely enjoy his deserved retirement.

We will miss you!

Minutes: December 2, 2007 by Regula Koenig