

UNIVERSITY OF WARWICK

Minutes of the meeting of the Arts Centre Board
held on 7 December 2006

Present: Professor S Bassnett (Chair), Professor O Bennett, Ms L Holmes, Ms K Organ, Mr R Perkins, Mr A Rivett, Professor M Waterson

Apologies: Dr A Ainsworth, Mr N Matthews, Dr I Nussey

In attendance: Mr J Baldwin, Ms J Bradfield, Mr C Dove-Dixon (for item 11/06-07), Mr N Darlison

9/06-07 Minutes of the previous meeting

RESOLVED:

That the Minutes of the meeting held on 26 September 2006 be approved.

10/06-07 Matters arising

(a) Membership

REPORTED:

- (i) That the Pro-Chancellor had taken action on behalf of the Strategy Committee to appoint Mr N Matthews and Dr I Nussey as external members of the Board.
- (ii) That, following his appointment as Honorary Treasurer, Mr B Woods-Scawen had resigned as an external member of the Board.

(b) Schedule of outstanding business

CONSIDERED:

Matters arising from the previous meeting not considered at this meeting, in particular:

- (i) future funding – report on discussions between Professor M Waterson and Ms Alison Foden, Arts Centre Finance Manager (minute 3/06-07(a) referred);
- (ii) audience data available to the Warwick Arts Centre marketing team – invitation to Ms Katie Anderson, Marketing Director, Warwick Arts Centre, to present a paper to the Board (minute 5/06-07(b) referred);
- (iii) film programme – paper to be presented to the Board by Mr John Gore, Film Programmer (minute 7/06-07(a) referred).

RESOLVED:

- (iv) That the Chair and the Director of the Arts Centre prepare a schedule of outstanding matters to be considered by the Board, indicating the priority in which they should be considered;
 - (v) That the schedule of outstanding business be reviewed by the Chair and the Director of the Arts Centre after each future meeting of the Board;
 - (vi) That it be noted that Ms Katie Anderson would be on maternity leave from January 2007.
- (c) Staff structure and personnel (minute 5/06-07(f) referred)

RESOLVED:

That it be noted that the staff structure and personnel chart circulated in advance of the meeting by the Director of the Arts Centre provided a useful source of reference for Members.

11/06-07 Catering and retail arrangements (minute 5/06-07(e) referred)

RECEIVED:

A presentation from Mr C Dove-Dixon, Director of Warwick Retail and Warwick Hospitality, on the catering and retail arrangements in and around the Arts Centre, noting in particular that:

- (a) the University was working with the Students' Union on proposals for a major re-development of the piazza, which would have a significant impact on the Arts Centre;
- (b) £250,000 had been allocated to improve the catering offered in the Arts Centre, and that work was likely to commence around Easter 2007, with a focus on providing an efficient, high quality service to Arts Centre customers, particularly during major events;
- (c) the Fopp retail outlet was performing well, and that the future of the bookshop would be kept under review in light of an increasing national trend in the use of online publishing;
- (d) that Members would be kept informed of progress on the catering arrangements in and around the Arts Centre.

12/06-07 Director's report

CONSIDERED:

A report from the Director of Warwick Arts Centre outlining recent developments concerning the Arts Centre, paper ACB 4/06-07.

RESOLVED:

That the report from the Director of Warwick Arts Centre be approved as set out in paper ACB 4/06-07 and that the following points in particular be noted:

- (a) that the new initiatives to increase attendance at the cinema were working well and that early results suggested that student attendance had increased year on year by 179%;
- (b) that on 28 November 2007 the cinema screened its first digital film using the projector acquired through the UK Film Council's Digital Film Network;
- (c) that, despite receiving critical acclaim, attendance at the Jonas Mekas exhibition in the Mead Gallery had been disappointing;
- (d) that a number of senior staff changes would be taking place between January and March 2007;
- (e) that the Finance and General Purposes Committee had approved a proposal to appoint a design team for the Butterworth Hall development project, and that the Committee had encouraged the Arts Centre to consider its long term future needs;
- (f) that the programme for January to May would be sent out during the Christmas period.

13/06-07

Warwick Arts Centre Future Plan (minute 17/05-06(b) referred)

CONSIDERED:

- (a) An updated draft of the Future Plan 2006-10 for Warwick Arts Centre, paper ACB 5/06-07, introduced by the Director of the Arts Centre;
- (b) The autumn 2006 special edition of Communicate, 'Warwick's Future'.

RESOLVED:

- (c) That the Future Plan 2006-10 for Warwick Arts Centre, paper ACB 5/06-07, be approved;
- (d) That the Board respond to the consultation on the University's future, as set out in the autumn 2006 special edition of Communicate;
- (e) That the Director of the Arts Centre prepare a draft response and circulate it by email to Members for comment, noting that the response must be submitted by 31 December 2006.

14/06-07 Deputy Director

RESOLVED:

That the Board express its best wishes to Mr N Darlison in anticipation of his departure in January on a 12 month Clore Fellowship.

15/06-07 Date of next meeting

RESOLVED:

- (a) That the meeting scheduled for 4.00pm on Thursday 15 February 2007 continue to be held as a provisional date;
- (b) That the Chair and the Director of the Arts Centre consider at the beginning of the spring term the need for a meeting on 15 February 2007, and that the Secretary notify Members accordingly;
- (c) That the focus of the meeting on 15 February 2007 could be:
 - (i) implementing the Arts Centre's future vision; and/or
 - (ii) priority matters for consideration identified in the schedule of outstanding business (minute 10/06-07(b)(iv) refers).

REPORTED:

That the dates of the following meetings have been confirmed:

Thursday 26 April 4.00pm
Thursday 28 June 4.00pm

JB, 11.12.06

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