

UNIVERSITY OF WARWICK

Minutes of the meeting of the Arts Centre Board  
held on 26 April 2007

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

Apologies: Dr I Nussey

In attendance: Ms J Bradfield, Ms A Pulford, Mr R Gray

27/06-07 Minutes of the previous meeting

RESOLVED:

That the Minutes of the meeting held on 15 February 2007 be approved.

28/06-07 Matters arising

(a) Catering and retail arrangements (minute 17/06-07(a) referred)

RECEIVED:

An oral report from Ms Andrea Pulford, Warwick Arts Centre Operations Director, on the development of catering arrangements at the Arts Centre, noting in particular:

- (i) that following a competitive tender, Hepburn Associates had been appointed to re-design the University's catering areas; and
- (ii) that the refurbishment of the Arts Centre's catering areas during summer 2007 would be the first phase of the re-design project.

RESOLVED:

- (iii) That the brief to Hepburn Associates make clear that the refurbishment of the Arts Centre's catering areas must recognise both the short-term priorities of improving the food offer and the speed of delivery, with the long-term aims of improving the overall quality of the Arts Centre experience for visitors;
- (iv) That Ms Linda Holmes provide strategic advice to Ms Andrea Pulford on the refurbishment project, as required.

(b) Schedule of business (minute 17/06-07(c) referred)

CONSIDERED:

Updated schedule of business, together with a cover paper prepared by the Secretary, paper ACB 6/06-07 (revised), and a summary of summer performances planned as part of the Arts Centre's education programme, paper ACB 11/06-07 (tabled).

RESOLVED:

That the schedule of business be approved, subject to the following amendments:

- (i) Ms Helen Burgun, Warwick Arts Centre Marketing Director, be invited to present a summary of audience research undertaken by the Warwick Arts Centre to the June meeting of the Board (minutes 3/06-07(b) and 10/06-07(b)(ii) referred);
- (ii) discussion of the Mead Gallery at the June meeting of the Board include discussion of the Gallery's education programme; and
- (iii) in addition to discussion of audience research and the Mead Gallery, future strategy is included in the agenda for 28 June.

(c) Membership (minutes 17/06-07(c) and 19/06-07 referred)

CONSIDERED:

An oral update from the Director of Warwick Arts Centre on:

- (i) the recruitment of a new external member to the Arts Centre Board; and
- (ii) the role of the Board and the ways in which members can contribute in their areas of specialism.

RESOLVED:

- (iii) That the Chair and the Director of Warwick Arts Centre continue to consider only those potential Board members who have the desired skills and experience;
- (iv) That a new external Board member who could contribute in the area of fundraising would be a valuable addition to the Board;
- (v) That the Director of Warwick Arts Centre continue to discuss with individual Board members opportunities for them to provide support on specific projects.

29/06-07 Chair's business

REPORTED:

That the University had approved an allocation of £10,000 for minor lighting works in the sculpture court.

30/06-07 Director's report

RECEIVED:

A report from the Director of Warwick Arts Centre on developments since the last Board meeting and matters of strategic substance, paper ACB 10/06-07.

CONSIDERED:

Issues arising from the report, including:

- (a) the role of commissioned work in the Arts Centre's activities;
- (b) initial discussions in the region regarding proposals for a festival of culture to complement the 2012 Olympic Games;
- (c) the more challenging financial climate forecast for the next two years for both the Arts Centre and the University as a whole;
- (d) methods of retaining audiences during the six month closure of the Butterworth Hall and the need to ensure that the work does not coincide with the refurbishment of the Students' Union.

RESOLVED:

- (e) That Professor Oliver Bennett work with the Director of the Arts Centre on the report to be prepared by the University Finance Office on the contribution made by the Arts Centre;
- (f) That the Director of the Arts Centre arrange for a small group of Board members:
  - (i) to meet with Ms Andrea Pulford and Ms Helen Burgun in advance of the next meeting of the Board to discuss audience issues;
  - (ii) to attend a presentation by Huw Llewellyn (design consultant) on a proposed lighting scheme for the exterior of the Arts Centre;
- (g) That the proposals for the exterior lighting scheme incorporate suggestions for the lighting in the sculpture court.

31/06-07 Warwick's Future: the Arts Centre (minute 24/06-07 referred)

RECEIVED:

Oral reports from the Director of Warwick Arts Centre and the Chair on discussions concerning the strategic priorities of the Arts Centre and the University's future strategy.

CONSIDERED:

- (a) The prominent role of the Arts Centre in the University's future strategy;
- (b) The current size and shape of the Arts Centre and the future contribution of the visual arts and the accommodation of the Music Centre;
- (c) The desirability of taking a broad, long-term view of the Arts Centre and its future and the importance of recognising changing audience profiles, and of balancing traditional and developing art forms;
- (d) The need to develop the Arts Centre's international profile and offering;
- (e) The need to recognise the physical and financial constraints on the Arts Centre.

RESOLVED:

That the Director of the Arts Centre prepare a lead document on the future of the Arts Centre and circulate it to members of the Board for comment, it being noted that the Board's contribution to discussions on the University's future strategy would need to be submitted some time before the next meeting of the Board.

32/06-07 Honorary degree (minute 26/06-07 referred)

REPORTED:

That initial discussions had previously taken place with an associate of Warwick Arts Centre but the award of an honorary degree had not been considered by the Honorary Degrees Committee.

RESOLVED:

That the Director of Warwick Arts Centre consider making a further approach to the associate in question and, if appropriate, liaise with the University Secretary to take the proposal forward.

33/06-07 Car parking signage

REPORTED:

That Ms Andrea Pulford, Warwick Arts Centre Operations Director, was discussing with the University the need to improve car parking instructions and exit procedures at the Arts Centre, and had suggested that instructions be printed on car parking tickets.

34/06-07 Date of next meeting

REPORTED:

That the next meeting of the Board would take place on Thursday 28 June 4.00pm.

JB 01.05.07

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