

UNIVERSITY OF WARWICK

Minutes of the meeting of the Arts Centre Board  
held on 28 June 2007

Present: Professor S Bassnett (Chair), Dr A Ainsworth, Professor O Bennett, Mr N Matthews, Dr I Nussey, Ms K Organ, Mr A Rivett, Professor M Waterson

Apologies: Ms L Holmes, Mr R Perkins

In attendance: Mr J Baldwin, Ms J Bradfield, Prof A Caesar (for item 37/06-07), Mr R Gray, Ms A Pulford, Ms S Shalgosky

35/06-07 Minutes of the previous meeting

RESOLVED:

That the Minutes of the meeting held on 26 April 2007 be approved.

36/06-07 Matters arising

(a) Membership (minute 28(c)/06-07 referred)

CONSIDERED:

The desirability of inviting the director of another arts centre to become a member of the Board.

RESOLVED:

That the Chair and the Director of the Arts Centre consider this further when reviewing the desired skills and experience of a new Board member.

(b) Finance Office report (minute 30(e)/06-07 referred)

REPORTED:

That the Finance Office would be working later in the year on a report on the financial contribution made by the Arts Centre to the University, and that the Director of the Arts Centre would liaise with Professor Oliver Bennett and report to a future meeting of the Board.

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

REPORTED:

That the Chair and the Director of the Arts Centre would prepare a lead document on the future of the Arts Centre and circulate it to members of the Board for comment.

- (d) Car parking signage (minute 33/06-07 referred)

REPORTED:

That the Chair had raised the issue of car parking instructions and exit procedures at the Arts Centre with the Environment and Amenities Committee.

- (e) Schedule of business (minute 28(b)/06-07 referred)

RECEIVED:

Updated schedule of business, paper ACB 6/06-07 (revised 2).

- (f) Lighting scheme (minute 30(f)(ii)/06-07 referred)

RECEIVED:

An oral report from the Director of Warwick Arts Centre on discussions with Huw Llewellyn (design consultant) on the proposed lighting scheme for the exterior of the Arts Centre, it being noted that:

- (i) a key aspect of the proposed scheme involved the use of LED technology, which is a flexible and low carbon technology;
- (ii) data on the electricity costs associated with the existing exterior lighting at the Arts Centre could usefully inform discussions on the proposed new scheme;
- (iii) if adopted, the proposed exterior lighting scheme would be likely to be the first of its kind;
- (iv) the project was currently being prepared for tender.

37/06-07 Chair's business

RECEIVED:

Oral reports from the Chair and from the Chair of the Board of the Faculty of Arts on developments in the Arts Faculty and opportunities for collaboration with/impact on the Arts Centre.

CONSIDERED:

Mechanisms for increasing collaboration between the Arts Centre and members of the Arts Faculty/other University Faculties.

RESOLVED:

- (a) That a working group be established to consider opportunities for and potential resource implications of joint initiatives between the Arts Centre and University Faculties;

- (b) That members of the working group include the Chair, the Director of the Arts Centre, the Chair of the Board of the Faculty of Arts, Ms K Organ and other members as appropriate;
- (c) That the working group report to the Board in the Autumn Term.

38/06-07 Director's report

CONSIDERED:

A report from the Director of Warwick Arts Centre on developments since the last Board meeting and matters of strategic substance, paper ACB 12/06-07, it being noted that:

- (a) in May 2007 the Arts Centre was awarded the TMA/Arts Council award for Best UK Touring Theatre;
- (b) Arts Council England predicted a challenging funding climate for 2008/09 – 2010/11, and that the Director of the Arts Centre would report to a future meeting of the Board;
- (c) the challenges presented by both the University's financial forecast and the Arts Council's position increased the importance of fundraising for the Arts Centre.

RESOLVED:

That, in future, the Director's report include the Arts Centre's outreach activities.

39/06-07 Audience research (minute 28(b)(i)/06-07 referred)

CONSIDERED:

A report (presented by the Director of the Arts Centre) from Ms Helen Burgun, Acting Marketing Director, summarising audience research undertaken by the Arts Centre, paper ACB 13/06-07.

RESOLVED:

- (a) That Ms Helen Burgun be thanked for her excellent work to date, which had highlighted the need for continued work in relation to the marketing of the Arts Centre, particularly in terms of a customer relationship management system and the Arts Centre's website and online booking service;
- (b) That Dr A Ainsworth, Mr N Matthews and Prof M Waterson continue to work with Ms Helen Burgun and Ms Andrea Pulford on the marketing and 'customer experience' of the Arts Centre and report to a future meeting of the Board, and that those continued discussions include consideration of the Mead Gallery.

40/06-07 Mead Gallery (minute 28(b)(ii)/06-07 referred)

CONSIDERED:

A report from Ms Sarah Shalgosky, Curator, Mead Gallery, on the activities of the Gallery, including the education programme, paper 14/06-07 (revised), tabled, it being noted that:

- (a) recording and analysing audience data in relation to the Gallery was not straightforward, but it was becoming apparent that the Gallery was developing a dedicated audience base;
- (b) improving the visibility of the Gallery and increasing the Gallery's dedicated audience base were key issues, and that a number of initiatives were under discussion, including the possibility of introducing a ticketing system (with or without charge).

41/06-07 Date of next meeting

REPORTED:

That the next meeting of the Board would be held during the Autumn Term 2007 on a date to be determined, and that the Secretary would confirm the dates of the 2007-08 Board meetings in due course.