

**Salamanca Arts Centre Inc.
77 Salamanca Place
Hobart Tas 7004**

**SUMMARY OF MINUTES
EXECUTIVE COMMITTEE**

**Meeting held on Monday 1 August 2005 at 6.18pm
in the SAC Meeting Room**

- **DECLARATION OF PECUNIARY INTEREST**
Meeting noted longstanding declarations listed on the Pecuniary Interest Register kept in the SAC Office.
- **MINUTES OF PREVIOUS MEETING**
MOVED and SECONDED that the Minutes of Meeting held Monday 4 July 2005 be ACCEPTED as a true and accurate record. CARRIED.
Meeting ACCEPTED the Draft Summary of Meeting held 4 July 2005 for inclusion on the website.
- **BUSINESS ARISING FROM THE MINUTES**
Policies and Procedures
Meeting noted held over until Governance Review completed.

Governance Review

Draft summary notes from Executive Committee meeting with David Fishel distributed. Rosemary advised that David Fishel would be writing his report this week and if any Executive members had anything further to raise to do so via e-mail.

- **FINANCIAL REPORT**
Meeting RESOLVED to ACCEPT the Financial Report.
- **DIRECTOR'S REPORT**
Staff
Rosemary Miller advised that she had sought an indicative Expression of Interest for part-time position during her absence with a proposed interview mid to late August. Meeting agreed with this process.

Creative Arts Incubator Tasmania

Draft stage 3-4 Report tabled. SAC board members invited to attend meeting with Julian Webb on 8/8/05 at DOT.

Meeting RESOLVED to ACCEPT the Director's Report.

- **SUB-COMMITTEES AND DELEGATES**
Finance Sub-Committee
Meeting date to be confirmed to review new tenancy licence applications.

Arts Sub-Committee

Meeting noted that the next meeting is scheduled for 17 August 2005.

Building Management Sub-Committee

Rosemary Miller reported improvements to the Long Gallery are underway, by way of an undercoat to windows and sound proofing between Meeting Room and Long Gallery and some new plastering.

MOVED and SECONDED Minutes of meeting held 22 June 2005 be ACCEPTED as a true and accurate record. CARRIED.

DRAFT Summary Minutes 1/8/05 (website)

Oversighting Committee

Meeting noted that the next meeting is scheduled for 17th August 2005.

- **MEMBERSHIP REPORT**

Memberships ratified: 2 NEW members; 1 RENEWING member
Meeting RESOLVED to ACCEPT the Membership Report.

- **TENANCY**

Tenant Liaison

Meeting date to be finalised and letter drafted and circulated.

- **Business Arising from the Minutes (cont'd)**

2 Kelly Street: Settlement update

Rosemary Miller reported on meeting held Thursday 28/7/05,

A further meeting has been pencilled in for Monday, 15 August 2005 at 6.00pm to discuss 2 Kelly Street and Hunter Street.

Meeting closed at 7.20pm

NEXT MEETING: Monday 5 September 2005 at 6.00pm