



Lawrence House Museum

(A Registered Charity)



Hon Curator Jake Jackson
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Lawrence House
9 Castle Street
Launceston
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MINUTES OF A MEETING OF THE LAWRENCE HOUSE MUSEUM MANAGEMENT COMMITTEE

Monday 5 June 2017 at 7pm at Launceston Town Hall (Otho Peter Room)

PRESENT: Cllrs Allen, Gordon (Deputy Mayor) Harris, Hogan, Keighley, Tremain. Jake Jackson (Hon Curator), Arthur Wills (Archivist) (Chairman Friends of Lawrence House Museum), Miss Baughan (Stewards' Representative), Miss Davey (Stewards' Representative), Mary Godwin (Museum Mentor), Christopher Drake (Secretary), Helen Gribble (Treasurer)

1 Election of Chairman

Cllr R Tremain was unanimously elected as Chairman.

2 Election of Vice Chairman

Cllr B Hogan was unanimously elected as Vice Chairman.

3 Apologies for absence

Apologies were received from Cllr Young

4 Minutes of the last meeting

The minutes of the meeting held on Monday 6 March 2017 were agreed as a correct record and were signed by the Chairman.

5 Treasurer's Report

The income and expenditure account to date was circulated and is appended to these minutes. The account was noted and approved. Mrs Gribble spoke about Gift Aid donations and it was agreed that Gift Aid envelopes would be handed out to visitors on entry to the museum.

6 Curator's Report

The Curator's report was circulated with the agenda and is appended to these minutes.

7 Friends of Lawrence House Report

Mr Wills advised that the Friends had not met since the last meeting of the committee and so was unable to give any update

Mr Jackson gave a verbal update on a water colour painting of Launceston that was being auctioned on 13 June and that the Museum would use monies from the Ethelred Fund up to the value of £3000, to bid for the painting.



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8 Stewards' Representative Report

Miss Baughan advised that the Museum was managing with a small number of stewards and that they will try to promote Gift Aid amongst visitors.

Miss Davey said that if anyone knew of people who would make suitable stewards, then to advise her accordingly

9 Archivist's Report

Mr Wills' report is attached to these minutes.

10 Urgent Items

Ms Godwin advised that she had met with Mr Jackson to discuss the forward plan and stated that the number of young visitors to the museum was very good and praised the temporary art exhibition, stating that it was unusual to have such a high quality free event in a museum.

Date of the next meeting

The next meeting will be held on Monday 4 September 2017 at 7pm at Launceston Town Hall.

The meeting finished at 7.45 pm.

Signed Date