

CVF Members Meeting/ AGM Minutes

CVF Members Meeting

Date: Thursday 23rd May 2024

Time: 10:00 AM - 10:45 AM

Location: Online (Zoom)

Start with Art: **Oyedotun Oyesomi** (Visual Artist & Product Marketing Specialist)

- Introduced himself as a Nigerian visual artist with focus in painting with charcoal and acrylic since 2016.
- Artwork Portfolio: Showcased various pieces including:
 - "Ola" (2020) symbolising wealth.
 - "Old Meets New" (2017) illustrating generational musical traditions.
 - "Make Me Fall" and "Who Are You?" portraying personal and natural themes.
 - Showcased other works exhibited in Bradford and Leeds, including a piece in progress inspired by his wife, Bukola.
- Described his efforts in training young artists in Nigeria and the UK, including a project sponsored by the Nigerian Army, leading to scholarships and recognition for his students.
- Challenges and Recommendations:
 - Emphasised financial difficulties for artists and recommended pooling resources.
 - Advocated for collectivism over individualism to amplify exposure and support among artists.
 - Discussed the importance of maintaining mental health and work-life balance in the creative process.
 - Urged the necessity of collaboration and mentorship within the creative community to foster opportunities and resources for artists.

Instagram: @Dottmannbricks

Phone: 07443826801

Website to launch at end of June 2024

Hannah Lewis (Digital Engagement Officer at It's On in Bradford)

- Overview of It's On In Bradford: Introduced the new website launched in mid-April, designed to amplify arts and cultural events across the Bradford district. The site is a collaborative effort funded by Bradford 2025, Bradford Producing Hub, Bradford Council, and The Leap.
- Platform Features:
- The platform is free to use and designed to promote a wide range of events without a hierarchy in event listing.
- Transparency in operations, including regular updates via a newsletter to venues and event organizers.
- The site currently features 68 venue profiles, 154 users, and has hosted 564 events with 360 live events.
- Plans to continue expanding the site's reach and functionality, including district-specific pages to improve search engine optimisation and engagement.
- Demonstration: Hannah shared screen to show the website's interface, highlighting the ease of event submission and the review process.

- Questions posed regarding the registration of non-venue organisations – in ongoing discussions about possible inclusion.
- Hannah concluded her segment with an invitation for further questions and offered her contact for future assistance.

Email: hannah@itsoninbradford.co.uk

[It's On In Bradford](#)

Members shared various updates, including:

Alison McIntyre: visual arts social event on June 13 at the South Square Centre. [More info.](#)

Jennifer: Connecting Roma, discussing challenges in funding for projects involving Roma music bands and dancers. [More info.](#)

Anthony Dunn: Invitation to an exhibition at Salts Mill. [More info.](#)

Becky Durham: Announced a festival for older adults in Keighley and a performance project about the River Aire.

Frances Murphy: Bradford Producing Hub

[Sustainability 1-2-1 advice sessions](#)

[Play Days](#)

[VAA Membership Ballot](#)

Ren Melling: Dance United Yorkshire are at Bingley Little Theatre on Sunday 14th July.

Others: Various members shared details about upcoming exhibitions, performances, and networking opportunities across Bradford.

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End of Members Meeting

15min Comfort break

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CVF Annual General Meeting

Date: Thursday 23rd May

Time: 11:00 AM – 12:00 PM

Location: Online (Zoom)

Opening Remarks

- Welcomed members, emphasising the importance of the AGM for reflecting on the past year and planning for the future.
- Gratitude for the strong attendance and reiterated the meeting's structure, where each agenda item would be addressed for approximately five minutes followed by a signing-off process requiring proposals and secondaries.

Approval of Previous AGM Minutes

- The minutes from the 2023 AGM were presented for approval.
- A correction was requested by Rebecca Yorke regarding a misrecorded question about the co-chair budget. This amendment was noted for correction. Now corrected.
- Alex Croft proposed the approval of the amended minutes, seconded by Ned Lunn. The members voted in favour, and the minutes were approved with the noted correction.

Co-Chairs' Activity Report

- The year marked a significant transitional phase with the introduction of two new coordinators and Co-chairs settling into roles. Efforts were focused on integrating these roles smoothly into CVF's operations.
- Encountered banking issues due to CVF' being an Unincorporated Group, which complicated financial transactions and account management.
- Significant improvements were made in managing data and financials, ensuring more robust tracking and reporting mechanisms.
- With the upcoming City of Culture in 2026, the co-chairs expressed confidence in CVF's strong positioning to play a significant role, highlighting the strategic groundwork laid to leverage future cultural opportunities.
- Members were invited to ask questions or provide feedback on the report. The dialogue emphasised appreciation for the co-chairs' efforts in navigating the year's challenges and setting a strong foundation for future growth.
- The activity report was unanimously approved after a motion proposed by Leon Fleming and seconded by Madiha Ansari.

Presentation on Finances and Budget

- Detailed the financial expenditures and budgeting for 2023-2024, including coordinator costs and event budgets.
- One-off grant from the council (£5,000) to address the financial deficit created by the overlap payments for coordinators that were necessary to maintain operational continuity during the handover period (September 2023 - October 2023).
- Note on changing both coordinators and Co-Chairs at the same time - Strongly advised against as long-lasting institutional knowledge is important. CVF will need to think about this going forward.
- Two outstanding invoicing chasing to payback, no correspondence. Will be looking at when it will be appropriate to stop chasing.
- Artist Charter repayment to Bradford Producing Hub has now been fully paid.
- The financial report was discussed, with members expressing satisfaction with the transparency. The report was proposed for approval by Alan Dix and seconded by Shannon Johnson.

Coordinators' Activity Report

- Summarised the events and activities managed by the coordinators, noting successful engagements and a significant increase in membership.
- Discussed improvements in communication strategies and data management.
- Members did not raise significant questions, showing contentment with the coordinators' management. Beccy Durham proposed, and Rebecca Yorke seconded the approval of the report.

Constitution Amendments Discussion

- Noted that no formal amendments had been received. Richard encouraged members to propose changes if needed and reminded them of their rights to call special meetings for significant changes.
- With no amendments proposed, the constitution remained unchanged. Members were encouraged to think about potential improvements for future discussions.

Strategy Update for CVF Structure/Funding

- This segment focused on the strategic planning for CVF's organisational structure and funding mechanisms, addressing the need for formalisation to support growth and sustainability.
- Acknowledged the challenges linked with CVF's current legal status (Unincorporated Group) which, while offering flexibility, limits its capability in terms of legal and financial protections.
- Detailed the interim plan to situate CVF under the umbrella of an existing organisation in Bradford while CVF establishes its legal body. This partnership aims to provide CVF with necessary administrative support and legal protections during its transition phase. The approach includes:
 - Developing Policies and Procedures: While under the supportive framework of a partner organisation, CVF intends to develop robust policies and procedures.
 - Setting Up Non-Legal Board: Part of the transition involves setting up a non-legal advisory board that will guide the formation of CVF's official legal structure, ensuring that foundational governance structures are sound and tailored to CVF's unique needs.
 - Exploring Organisational Forms: During this period, CVF will explore different legal forms such as charity, community interest company (CIC), etc. The goal is to determine the most beneficial structure for CVF's long-term sustainability and mission fulfilment.
 - Ensuring Continuity and Protection: The interim arrangement under an established organisation will provide CVF with continuity in operations, safeguarding against legal vulnerabilities and ensuring that CVF's activities are supported by adequate insurance and safeguarding policies.
- Initiated talks with potential partners to host CVF. Bradford Producing Hub emerged as a willing and suitable partner to facilitate this transitional support.
- Highlighted recent successful funding applications, including a significant grant from West Yorkshire Combined Authority, intended to support membership development and effectively double CVF's core funding.
- Outlined future plans to secure additional funding and detailed upcoming efforts to ensure transparency and member involvement in financial planning.
- Members actively discussed the benefits and considerations of moving towards a more structured organisational form, expressing broad support for exploring a formal partnership with BPH.
- The strategy for structural and funding development was met with approval, with members voting in favour of pursuing the outlined approaches. A formal vote confirmed the mandate to proceed with negotiations and planning with BPH.
- The leadership committed to keeping the membership informed and involved as these strategic initiatives progress, ensuring transparency and inclusivity in all decision-making processes.

Election Results for New Co-Chair

- Announcement of George Lennon as the new Co-Chair representing freelancers, winning with a total of 44 votes.
- Appreciation expressed for all candidates and the participation of members in the voting process.
- George expressed gratitude and commitment to their new role. Members congratulated her and the other candidates for their participation.

Any Other Business

- No additional issues were raised. Members expressed general satisfaction with the meeting's outcomes and the leadership transition.

Closing Remarks

- Richard closed the meeting by thanking members for their active participation and support, looking forward to continued engagement and growth for CVF.