

**CINENOVA BOARD MEETING  
WEDNESDAY 18 DECEMBER 1996**

**Minutes**

1. Present: Helen; Paula; Margaret; Azza; Corinna; Elaine; Laura  
Apologies: Kate; Deborah; Julia; Kavita
2. The minutes of the last meeting were accepted. Matters arising: the Christmas Party was organised in collaboration with Four Corners and held at Four Corners on 6 December.
3. The Board formally welcomed Laura Hudson to the post of Finance and Marketing Officer
4. The draft accounts were presented. The Board commented on the poor presentation of the accounts by Calloways. Helen explained that Calloways had been very difficult to deal with again, taking a very long time to complete the work, making a lot of mistakes and presenting the work in a very shoddy way. Again it was suggested that we change accountants but finding a firm that could do the work as inexpensively is very difficult and the free-lance accountants we know don't have the necessary practising certificate.
5. The annual revenue funding application has been completed and submitted.
6. As previously discussed the application included proposals to commission free-lancers Eva Woloshyn and Kim Zanes to work on fundraising projects from trusts and foundations and the corporate sector respectively. This could come about should we secure an increase in revenue funding of five or ten percent to cover the costs of the projects. Even if we do secure an increase in funding, the sums involved are not large and the new projects will generate more work for the staff to fit into a 28 hour week! Our priority must remain to secure funding for both posts to become full-time. This is now not only a matter of the efficient and effective running the organisation, but also ensure that our staff are not forced to leave, as Kate has done, due to the low level of the salaries.
7. The Lottery project equipment is due to be installed in mid-January with training taking place at the beginning of February. The alarm is to be fitted before Christmas.
8. The BFI have agreed to a placement from the MA course working on Cinenova's Education Project. The student's name is Vicky Thomson and she will be starting on 27 January.
9. Helen met with John Mount, ICA Cinema Director. We agreed a price structure for the renting of Cinenova's films. John indicated the ICA's continuing support for the Broads' Perspectives programming slot and has agreed to go ahead with Digital Women. He also commissioned a series of three programmes that develop the LFMC programme we did at the Whitechapel on the theme of Fairy tales. The ICA were also interested in opening new Cinenova feature films, such as Yvonne Rainer MURDER and murder which is currently under negotiation.
10. Any other business
  - i. The Arts Council have indicated that we have been successful in our application to the Exhibitions and Initiatives scheme and that we will receive the letter of offer in January.
  - ii The Board expressed its appreciation for Helen's hard work during the interregnum.