25/10/2017  
  
**Turner Prize Events Meeting**

Katy Fuller, Chris Clay, Jenny Hutt, Lily Mellor, Mike Berriman, Rebecca Clark

Apologies: Ben McKnight

1. PRESS  
     
   **BM to confirm press info with JH** – are all critics and correspondents sent invites and if so do these go from Bolton & Quinn or Hull 2017?   
     
   MB suggested new café opposite Minster to use for press filing   
   **MB to test Wi-FI and press numbers / hire fee**  
   JH to release hold on Minster offices as they only available from 21:00
2. PRODUCTION

* Schedule to cover all venues – Maritime / Ferens / Minster
* CC / JH / KF meeting with Durham 26/10/2017
* CC confirmed HPSS are happy to go ahead with Durham
* JH/CC going to Minster on 10/11/2017 for a recce
* Jane confirmed the Christmas tree is going by the pulpit
* B stage needed for Steve Cobby - set up 19:00 – 23:00 – add into schedule
* CC suggested gauze
* Centre pieces to be decided, JZ flowers not yet confirmed
* JH - venue to be decided for 28 x crew over 2 days

1. CATERING

* Costs for Ferens pre-drinks tbc. HCAL to provide the glasses. No canapes
* JH meeting with Saunts 26/10/2017
* Saunts will leave entire infrastructure for following events - £30 per head estimate -**JH / LM / KF to re-cast budget**

1. AFTER PARTY  
     
   KF confirmed paid bar - Allocate £1000 to after party drinks to cover 80 people  
   Wristbands agreed for entry to all 3 venues -CC suggested turning it into a drink token by handing wristband in return for a drink   
   **RC to order wristband samples from ID&C**
2. AOB

* BBC Academy 10 x people. KF argued this is too many people to manage from our side. Make them available for the BBC?
* KF to e-mail BBC/Tate about meeting – 02/11/2017
* WH requested contract for Goldie
* RC confirmed music suggestions have been sent to BBC
* BBC 6 Music with Mary Ann Hobbs – date for recce tbc, to do a live on 02/12/2017 6am start **LM to get confirmation from BBC if this will take place in the Ferens**