

**ARTWORKS COMMUNITY THEATRE**  
**TE WHARE TĀPERE O WAIHEKE**  
**AGM 2021**



AGM minutes 2021	15 <sup>th</sup> July 2021, 6pm
Present - Board	Jeanine Clarkin (co-chair), Wendy Kendall (co-chair), Andrew Ford (Treasurer),
Members - 20 (2020 = 15) Quorum is 8	Rosemary Gibbons, Paula Murray, Naomi O'Connor, Linda Savage, Janis McCardle, Alex Stone, Darren Rippingale, Bryce Campbell, Charlie Grimsdale, Koro Sciascia, Peter Reilly, Jemma Peterson, Gillian Wess, Mona Chica, Shelly Valios, Kashmir Postel, Michelle Lundquist, Jemma Petersen, Lianna and Craig.
Apologies	Lisa Garrity, Cindy Peterken, Alisha Paul, Harriet Crampton, David Rawsthorne, Rhonda Paten, Stephanie Wilkin.

*Minutes recorded by Michelle Lundquist, and copied into AGM template by Wendy Kendall*

**AGENDA ITEMS**

		MOVED	ACCEPTED SECONDED
<b>1. Administration</b>			
1.1. Welcome	Welcome at this time of Matariki Karakia by Jeanine Clarkin		
1.2. Minutes of last AGM	Amendment to heading date - should be 2020 not 2019!  Amendment; - definition between existing and elected members - should be 3 members elected onto the board: Josh Clarke, Hayley Jay and Wendy Kendall Existing members; Andrew Ford and Jeanine Clarkin	Janis McCardle	Linda Savage Jemma Peterson
1.3. Matters Arising	None		

**2. Board**

2.1. Chairperson's report	<p>Jeanine Clarkin</p> <p style="text-align: center;"><b><i>Wa Matariki 2021</i></b></p> <p style="text-align: center;"><i>hunga nui Matariki ahunga nui</i> <span style="float: right;"><i>Matariki</i></span>  <i>admirers Matariki together brings us together</i> <span style="float: right;"><i>Matariki has many</i></span></p> <p>We would like to congratulate the Board and Theatre Management for all their hard work and perseverance through this difficult year. We lead in with Josh Clarke as co chair voted in at the last AGM in July- held late due to Covid, however career aspirations and relocating off island limited his availability, so Wendy Kendall stepped in as co-chair in Januray. Josh's assistance direction and heart was integral to implementing some of the improvements with the running of the theatre. We also lost Hayley Jay from the board last November, but were fortunate to have Ria Vandervis take her place providing plenty of enthusiasm, experience with theatre and who also had to withdraw early in 2021 due to carrear aspirations, leaving our board a bit thin on the ground! We were expecting the AGM to be held in the beginning of June as accounts were handed to the auditor at the end of March, but unfortunately the auditor took over 3 months to audit our accounts, so we sincerely apologise to members for this delay.</p> <p>Much of 2020 was spent reeling from the effects of Covid, but our recovery has been stronger thanks to the dedication passion knowledge and drive from our team members over this year bringing us to this new place of hope and a sense of security as we strengthen our ability to support the vision of Te Whare Tapere o Waiheke Artworks Theatre</p>
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	<p>Our aspiration remains as stated by our 2020 outgoing Chair Dr Hinemoa Elder to become- "The most amazing little island community theatre in the world" ("Baby Banff" )</p> <p>The Canadian Banff centre remains our inspiration as it encompasses all aspects of the performing arts, including performance, management and learning. And because, like we do, it exists in a place of world-renowned beauty. Banff also never fails to acknowledge the importance of the indigenous people.</p> <p>Artworks can also be the Whare that supports writers, artists, administrators, technicians, performers musicians in their learning, and sees us develop indigenous and international work on stage and, with the collaboration of our unique cinema and art gallery, on screen and in the fine arts.</p> <p>We have worked hard to build and maintain relationships with the Art Gallery, Library, Waiheke Adult learning, and The Cinema in the Artworks precinct and to grow our theatre community with the assistance of the Waiheke local board Auckland Council and Foundation North</p> <p>Over the year we have been building relationships with Piritahi Marae, Te Motu arai roa Maori Womens Welfare League and the Maori Performing Arts program at Waiheke High School has been key in the development of Motu Matariki Festival and Korero Kids which is sharing Te reo through waiata and movement for children and their adults. The goal is to continue to involve local iwi and Māori leadership and create a reciprocal relationship.</p> <p>Thankfully we have a dedicated volunteer community. This theatre could not operate without volunteers who share on a variety of the jobs including FOH, ushering, painting, helping lifting and shifting, so looking after the volunteers is vital. The Board also volunteer their time.</p> <p>We have been lucky to have a great team of highly skilled and visionary and passionate contractors in our management team who have contributed immensely in various ways for the period of time with Kashmir having spent several years on the team ensuring there is a level of continuity and progress in our systems</p> <p>Some of the highlights for this year have been the extension of the theatre bar into the Pinter Bar which was achieved through local sponsorship and the relationships building. Voting to create this new hub for the theatre was an easy "Yes" from all our fully dedicated and professional board present in October, with a strong branded business proposal, presented by the very talented Alisha Paul and Amelia Reid, and since then has attracted many new locals to our theatre and provided much needed income through profitability.</p> <p>Otherworld Costumes: has been ticking along well, striking some record income months also. Thanks to the efforts of Adele Harrison and her team of volunteers who maintain the costumes and costume hire. It has proven to be a sustainable aspect of the theatre's resources.</p> <p>Our external contractor for funding applications James Beaumont has been imperative in securing funding to operate and meet the requirements of our charter: responsible for FN funding for MOTU Matariki and operational costs, and Local Board funding This is an essential aspect of the theatre's functioning. Recognising that this expertise needs to be outsourced to continue to successfully attract such funding and be of service to the community.</p> <p>This is my third and final year on the board as I has reached a maximum term. I am proud to have been able to contribute to this amazing community theatre. I have enjoyed being part of the team and learning from such knowledgeable and passionate people I will continue to support in any way I can.</p> <p>Nga mihi maioha Jeanine Clarkin</p>			
	<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Chairman's report accepted</td> <td style="width: 20%; background-color: #ADD8E6;">Jemma</td> <td style="width: 20%; background-color: #FFC0CB;">Michelle</td> </tr> </table>	Chairman's report accepted	Jemma	Michelle
Chairman's report accepted	Jemma	Michelle		

<b>3. Finances</b>			
3.1. Treasurer's report	<p>Current bank balance: \$21761            \$7000 approx is set aside for projects            \$13000 approx is left to cover operational expenses            Finances still tight due to covid19, \$15,000 cost paid to Flight Digital for the website and overbudget directors fee for Matariki 2020 - as approved by previous board prior to the 2020 AGM.            Plnter Bar is making about \$2000 net profit monthly            The full calendar is going to assist with income - every weekend booked until November            Towards the end of 2020 Artworks was temporarily insolvent but quickly gained funding from Give a Little and private loans which have all been repaid.</p> <p>Questions were then raised by Gillian Wess why members were not informed directly?            Artworks facebook posts are not sufficient...            Gillian stated that if the situation arose again the board should contact members directly by email and organise a special general meeting.            She expressed concern at the high outgoing spending and said the board needs to ensure greater transparency and accountability as they are personally liable for financial issues. She questioned the deficit for the end of year 2020 accounts but Andrew explained that this was due to Covid19 and Artworks having to cancel all our shows, plus the funding from Foundation North and Auckland Council was not received until 2021.</p> <p>Gillian finished by expressing her concern about the serious governance challenge for the board and their overspending. Also, that there was a grant in 2017 that has not been lodged that needs to be checked.</p>		
3.2. P&L	Current P&L to be distributed to members asap		
3.3. Grants and funding applications	<p>Over \$179K has been raised by our funding contractor James Beaumont over the last 2 years.            \$70,000 received from Foundation North early 2021 allocated \$20,000 Matariki, \$5,000 Waitopia, \$30,000 operational            Next Foundation North Funding will be due in November \$12,000 applied for to Auckland Council - decision in August.            Request from Waiheke Theatre Company that Artworks seek a different source of funding that doesn't restrict required cultural outcomes like Foundation North</p>		
3.4. Accounts Reviewers Appointed	<p>Beyond the Books - Financial Report            Blackmore Virtue and Owens - Audit</p>		
<b>4 Membership</b>			
	<p>as at 7/2021 = 111            Membership drive a priority for the new board and management</p>		

<b>5 Constitution</b>			
	James Beaumont suggested an extension to the term for Board members from current 3 years to 5 years.	To be carried over to Special General Meeting	
	Gillian Wess pointed out the that new constitution amended in 2017 has not been uploaded to the Incorporated Societies Website	Andrew Ford to action	
<b>6 Elections</b>			
Election of Board members	Nick Laing, Bryce Campbell, Charlie Grimsdale. Co-opted - Darren Rippingale - Iwi Representative		
Current members to stay on	Andrew Ford, Wendy Kendall		
<b>4. Subscriptions</b>			
4.1. Fixing the rate of subscriptions	Rate to remain at the same at \$40		
<b>5. Other Business</b>			
6.1	<p>That the new Executive Committee/Board are given 6 weeks to get up to speed and regroup to make a plan that will achieve the following objectives</p> <p>1 Reinstate the open hireage policy and rescind the current curatorial approach to programming</p> <p>2 Re-engage with the membership with regard to the operations of the theatre including the establishment of a 'members only' section of the website to post minutes, financials etc, and extend an open invitation to any and all members to attend monthly Executive Committee meetings.</p> <p>3 Engage members in a new grant fundraising strategy to identify what members want to see/to do so that funding can be supplied for those member-driven purposes.</p>	Janis Mc Ardle	Paula Murray
6.2	That the new Board calls a Special General Meeting in 2 months to present this plan for endorsement by members and that we, the membership, will use our best endeavours to ensure a good turnout for that meeting.	Janis Mc Ardle	Paula Murray
6.3	That at the conclusion of tonight's AGM the board send out electronically a copy of the audited annual accounts AND a copy of the current YTD account (June 30, 2021) to all members with a cover note	Janis Mc Ardle	Paula Murray

	explaining what has happened at this meeting.		
6.4	Within 3 months the new board publishes policies that ensure they will be able to fulfil the objectives and actions in 'go forward' plan	Janis Mc Ardle	Paula Murray
6.5	Waiheke Theatre Company had the following comments; There is a disconnect between board and members The board has not been following the constitution Members have not been supported by the board or able to check if the board are fulfilling their roles Request that members be invited to board meetings	Linda Savage	
<b>6. Closing</b>			
7:30pm	<b>Date of next AGM</b>	<b>Date</b>	<b>April- 2022</b>
		<b>Time</b>	<b>tbc</b>
		<b>Location</b>	<b>AWT</b>