

Annual General Meeting
MINUTES OF MEETING
17:30 22 April 2021
Judith Wright Arts Centre

1. Meeting Open

Meeting Opened By Sarah Barron at 17:30

2. Attendance & Apologies

Attended

Gabriella Ritchie
Josephine Wise
Kasia Kondas
Kathy Schaefer
Kerryanne Farrer
Lorraine Dinsey
Louise Guy
Mary-Clare Power
Michelle Tuahine
Sarah Barron
Steve Munnings

Apologies

Bruce Heiser
Damien Bourke
Elverina Johnson

Attendees: (Members) Sarah Barron (minute taker from 6pm onwards), Lorraine Disney, Louise Guy, Kasia Kondas, Steve Munnings, Mary-Clare Power (attended virtually), Gabriella Ritchie (minute taker, attended virtually, left meeting a 6pm), Kathy Schaefer (attended virtually), Michelle Tuahine, Josephine Wise.

Attendees: (Non-members) Kerryanne Farrer - Executive Officer, Madeline Brewer - Staff member.

3. Acknowledgement of Country

Michelle acknowledged the Traditional Owners of the land on which we meet and paid respect to the Elders past, present and emerging. Michelle also acknowledged the non-Indigenous Elders present at the meeting.

4. Declaration of Conflicts of Interest

None declared.

5. Confirmation of the minutes of the previous annual general meeting

Motions

The minutes of the meeting held on 18 June 2020 were a true and accurate record.

Status: Carried **Mover:** Josephine Wise **Seconder:** Louise Guy

6. Business arising from the minutes of the previous annual general meeting

Action 086 FAA Artworks not a current priority and action closed.

7. Reports and Statements

Chair's Report

Co-Chair Sarah Barron spoke about the challenges experienced by the organisation, its staff, and members in 2020 as a result of the pandemic. She noted that the implementation of Salesforce helped in this regard. Despite the need to postpone a number of events, two highlights were the Art Enquirer and QRAA: Decadence. Co-Chair Kasia Kondas spoke about the organisation's work through the Regional Arts Fund and the Regional Arts Fund Recovery Boost. Kasia thanked the Audit and Risk Committee for their work, led by Kathy Schaefer. Kasia thanked Kerryanne for her hard work in managing the impact of the pandemic, together with past Chair John O'Toole. Kasia extended thanks to the Tim Fairfax Foundation for 3 years of capacity funding, which ended in September 2020. Kasia spoke about the Board's workshop and adjustments to the organisation given the new fundraising environment. Kasia thanked McCullough Robertson for their assistance throughout the year. Sarah and Kasia thanked outgoing Board members Kathy and Gabriella for their contribution to the Board.

EO's Report

Executive Officer Kerryanne Farrer noted that 2020 was a challenging year, but that the organisation was able to adapt quite well. Enormous effort was undertaken to implement Salesforce and the transition to the Cloud and Office365, which meant FAA could adapt to online delivery and working from home. There were a lot of the activities which had to be delayed or dropped that were outside of FAA's control, with 50% of planned programs continuing and approximately 50% attendance compared to the previous year, with 118 activities and over 5,000 participants, at 35 unique regional locations. This was communicated with our stakeholders and members. FAA's community page had immediate engagement and is growing consistently. When restrictions eased, FAA was able to return to business as usual faster than others, and was one of the first to implement a COVID-19 Safe plan for workshops and events. The expertise of the board and support was acknowledged as was the staff loss and changes, and the staff thanked for their resilience. Flying Arts is proud to be the administrator of the Regional Arts Fund (RAF) on behalf of the Australian Government and in partnership with Regional Arts Australia (RAA). The team quickly and successfully also administered the RAF Recovery Boost fund. Evaluation framework with Wavelength was developed and implementation delayed due to COVID-19, to now be completed in 2021 for roll-out in 2022. Thanks were given to 500 Club donors, whose funds went directly to artists. Kerryanne also gave her thanks to outgoing board members Kathy and Gabriella.

Financial Report

Treasurer Louise Guy tabled the audited financial reports and provided updates on the 2021 operating budget. The audit occurred in February 2020, and the report was presented to the Audit and Risk Committee ahead of the AGM. Income increased in 2020 from 2019 due to increases in Donations, Sponsorships and Partnerships and Australian Government Regional Arts Fund and the Jobkeeper Subsidy. Expenses were down, largely due to programs being impacted by Covid-19 restrictions and lockdowns. This led to a positive bottom line and profit of \$169,496, against the original 2020 budgeted loss of (\$51,762). The favourable result was largely attributed to the Covid -19 support.

An operating deficit of \$127,957 for 2021 is projected, which includes the \$25K for the 50th Anniversary project. Since the February Board Meeting advice has been received that Arts Queensland will provide an additional \$50,000 in 2021 through the Sustain Fund. This will reduce the forecast to a deficit of \$77,957. The 2021 projected operating result (loss) will reduce the Current Retained earnings at the end of 2021 to just over \$200,000 (approx.). CEO, Treasurer and Board Members will continue to assess revenue streams and look at sources to offset rent and non-attributed operating costs from 2022 onwards to ensure the significant retained earnings are not eroded and a more streamlined approach over the next 5 years is adopted.

[That the tabled reports and statements are accepted.](#)

That the Annual Report, Auditor's Report and Income and Expenditure Statements be accepted.

Status: Carried **Mover:** Kathy Schaefer **Seconded:** Mary-Clare Power

8. Election of Office Bearers and other members of the Management Committee

Nominations were received and seconded for the following members. Nomination forms are attached below.

- Co-Chairs - Kasia Kondas and Sarah Barron.
- Treasurer - Louise Guy
- Board members:
 - Damien Bourke
 - Lorraine Disney
 - Bruce Heiser
 - Elverina Johnson
 - Steve Munnings
 - Mary-Clare Power
 - Michelle Tuahine
 - Josephine Wise

The position of Secretary is currently vacant and to be appointed at a later date as per Section 26.6 in the Flying Arts Alliance Inc. Rules of Association): *The Committee may appoint and remove the Secretary at any time.* Kasia welcomed new and ongoing board members and expressed that we are excited about the expertise they bring.

[That all nominations for board members be accepted.](#)

Status: Carried **Mover:** Kasia Kondas **Seconded:** Lorraine Dinsey

[That nominations for the roles of Co-Chair and Treasurer be accepted.](#)

Status: Carried **Mover:** Michelle Tuahine **Seconded:** Mary-Clare Power

9. Appointment of the Auditor

Billy Joe Thomas from AMW (Audit) Pty Ltd trading as Brian Tucker Audit was recommended as the auditor of the Association for audit of 2021 Financials. This auditor produced the 2019 and 2020 Financial report.

Motions

[That Billy Joe Thomas from AMW \(Audit\) Pty Ltd trading as Brian Tucker Audit be appointed as the auditor of the Association.](#)

The auditor who produced the previous financial reports has been recommended.

Status: Carried **Mover:** Josephine Wise **Seconded:** Louise Guy

10. Next Annual General Meeting

Thursday 21 April 2022

11. Meeting Close

Meeting closed at 18:30

[Next Meeting](#)

Annual General Meeting

17:30, 21 April 2022

TBC

Motions Summary

#	Title	Mover	Seconded	Status
	The minutes of the meeting held on 18 June 2020 were a true and accurate record.	Josephine Wise	Louise Guy	Carried
	That the tabled reports and statements are accepted.	Kathy Schaefer	Mary-Clare Power	Carried
	That all nominations for board members be accepted.	Kasia Kondas	Lorraine Dinsey	Carried
	That nominations for the roles of Co-Chair and Treasurer be accepted.	Michelle Tuahine	Mary-Clare Power	Carried
	That Billy Joe Thomas from AMW (Audit) Pty Ltd trading as Brian Tucker Audit be appointed as the auditor of the Association.	Josephine Wise	Louise Guy	Carried

