

DRAFT Annual General Meeting Minutes

Saturday 29 May 2021 at 2:00pm
Main Hall, Ainslie Arts Centre

Attendees (Members):	Teresa Barnes Yu Lan Chan Russell Eade David Harvey Jenny Higgs Vy Le	Sheryle Moon Mandy Philipse Ashok Pothan Nicole Webb Marie Wynter
Attendees (Non-members):	Bhaumik Bumia (Auditor) Zoe Gedeon (program participant)	Helen Roben (CEO)
Voting by proxy	Melanie Bagg Jane Freebury Susannah Crawford Pascale de Souza Dromund Annette Doran Megumi Eddison Kumarika Gohair Jan Gough-Watson Katrina Gretton Chloe Hobbs Judy Jenkinson Linda Keith Gabi & Frank Kendal Fay Khan Gillie Kirk	Jerene Leong Tracy Littlewood Dhuse Manogram Mary Meaney Marion Mermillod Kate Morioka Summa Ngo Caitlin Rawson Mugtal & Tristan Skinner Brian Stonebridge Venetia Thompson Mary Toohey Susanne von Caemmever Annika Wytlies Janine Young

The meeting opened at 2:00pm

1. Welcome

Sheryle Moon, Chair, welcomed attendees and made acknowledgement of country.

2. Confirm previous minutes – AGM, Saturday 24 October 2020

2.1 The minutes from the 2020 AGM were accepted unanimously.

Moved by: Russell Eade

Seconded by: Ashok Phothen

3. Receive and accept reports from the Board for 2020

3.1. Chair's Report

Sheryle Moon, Chair, highlighted in addition to her written report that after an optimistic start and plans for new activities in 2020, MfC, like many other organisations, had to adapt in 2020. Sheryle praised the staff and students in

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adapting to the digital environment and other impediments in 2020 and the success of everyone's efforts that culminated in an end of year concert at Llewellyn Hall.

3.2. **Treasurer's Report**

Ashok Pothen, Treasurer, highlighted some of the key points that also appear in the 2020 Annual Report, which are indicative of the sound finances of the organisation with the support of the ACT government. Specific figures of note for 2020: Surplus of \$203,768 on the back of revenue of \$1,317,147 and expenses of \$1,113,379. Cash balance at the end of 2020 was \$592,050 and retained earnings was \$557,152. Although enrolments are still not to pre-COVID levels, finances were strong due to discounts on venue hire and other services as well as government subsidies such as JobKeeper.

3.3. **Auditor's Report**

The auditor's report is attached the audited financial statements that appear in the 2020 Annual Report. The auditor spoke at the AGM and confirmed that they provided an unqualified audit report. The auditor noted that all accounting procedures were in order and that MfC has sufficient funds to cover 6 months of cashflow, which is one metric they use to ensure the organisation is viable.

3.4 **Audited Financial Statements**

The audited financial statements appear in the 2020 Annual Report, which was made available to all members prior to the meeting and is available on the MfC website.

The motion to accept the financial statements was moved by Russell Eade and seconded by Ashok Pothen.

4. **Board Election**

No additional nominations for board positions were received prior to the meeting, so the nominees (as notified to all members prior to the AGM) were duly re-elected as follows:

Moved by: Russell Eade

Seconded by: Vy Le

Sheryle Moon	Chair
Yu-Lan Chan	Vice Chair
Ashok Pothen	Treasurer
David Harvey	Secretary
Vy Le	Ordinary Board Member
Russell Eade	Ordinary Board Member
Gillie Kirk	Ordinary Board Member
Dhuse Manogram	Ordinary Board Member
Nicole Webb	Ordinary Board Member

5. Any other business

None.

However during the course of the meeting, members in attendance raised a number of questions and comments.

One member sought more information about board members despite their profiles being circulated prior to the meeting and available on the website. Each board member in attendance consequently made a brief self-introduction.

The Chair also noted that a requirement for ACT Government Key Arts Organization is that Board Members have no relationship with the organisation that could be construed as a conflict of interest. So none of the Board members or their immediate families are employed by or enrolled in any MfC programs.

There was a suggestion that the time of the AGM could be earlier in the day to coincide with the end of rehearsals to encourage more members to attend.

There was discussion about how the former General Manager, Peter Thompson, had helped MfC to continue operating through the period of COVID-19 related restrictions and members noted their appreciation for the increased level of communication from Peter and the artistic staff during that period.

There was a complaint about the AGM being held on a long weekend, which may have discouraged members from attending. It was explained that we are bound to hold our AGM by 31 May and that we need to give members a month's notice, while also providing members with a copy of the audited financial statements when providing such notice. So while not ideal, we are also constrained by the ability to finalise the audited financial statements at least one month before the AGM and we rely on an outside audit firm for this service.

There was a question concerning the future use of Llewellyn Hall. In previous years MfC has received a special ACT Government grant to subsidise the cost of hiring Llewellyn Hall. This grant is not available in 2021. The hire cost of approximately \$8500 is one reason that the term 2 concert has been scheduled at the CGGS hall.

Teresa Barnes (Manager of CYO) suggested that Board Members attend events and rehearsals to see the MfC activities. Theresa acknowledged that the Chair had attended many events. The Chair commented that many Board members have attended events over 2020 including the end of year concert and that sometimes it is difficult for back of house to see all attendees in the audience.

The meeting closed at 2:40pm.

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