

Minutes of annual general meeting

Minutes of the annual general meeting of members of Gold Coast Little Theatre held at the theatre on Sunday 28 March 2021.

Present: Patron and Life member Bruce Shearer; Life members Shane Caddaye (Production Committee), Del Halpin (Production Committee), Nellie Mevissen, Julanne Shearer (vice president) and Lynette Smith (librarian); members Amy-Louise Anderson (chair of productions) Flynn Anderson, Louise Anderson, Ray Anderson, Wendy Barnes (assistant treasurer) Barry Bell, Joel Beskin, Andrew Borg, Chris Catherwood (Production Committee) Dawn China, Pam Collins, Kristine Dennis, Lawrie Esmond (technical director) Di Francis (Production Committee) Joe Feeney, Elaine Hargrave, Todd Jesson (honorary treasurer) Kate Learmonth (publicity officer) Ralph Lenton (honorary secretary) Sue Lenton, Bev Lloyd, Peter Lloyd, Michelle Macwhirter, Clarry Marshall, Laney McLean, Stuart Morgan (president – in the chair) Ann-Britt Riget, Rowena Ryan, Henk Steenhuis (social convener) Isabelle Sutton (assistant secretary) Jeffery Walker (bookings officer) Helen Wallis-Dunn, Bob Watson (front of house manager) Jan Whackett and Shirley Whitehouse (wardrobe manager).

Opening: Stuart called the meeting to order at 4:03pm and welcomed members.

1. **Apologies:** Lynette moved, Chris seconded: That apologies for absence from Life member Leo Mevissen and members Marilyn Culell and Lee Patterson be accepted. **CARRIED**
2. **Minutes:** Ralph moved, Henk seconded: That the minutes of the annual general meeting held on 26 July 2020, as presented to this meeting, be approved as a true record. **CARRIED**
3. **Business arising from the minutes:** None.
4. **Reports:** Stuart advised that as the reports of the members of the Management Committee had been on the website for members to download and copies were available at the entrance to the theatre, the reports would be taken as read. He asked if anybody had any questions. There being no questions, Stuart moved, Jeffery seconded: That the Management Committee reports as presented to this meeting be accepted. **CARRIED**
5. **Audit report:** Stuart advised that as the audit report had been on the website for members to download and copies were available at the entrance to the theatre, the report would be taken as read. Todd moved, Elaine seconded: That the auditor's report on the books and accounts for the preceding financial year, as presented to this meeting, be accepted. **CARRIED**
6. **Alliance report:** Stuart invited Joel to report on Alliance matters. Joel outlined the difficulties encountered in raising funds for the directory but the directory had been satisfactorily published. Shirley moved, Isabelle seconded: That Joel's report be accepted. **CARRIED**
7. **Election of Management Committee and Production Committee:**
 - (i) **President:** Stuart Morgan was nominated by Bob Watson, seconded Jeffery Walker. There being no other nominations, Stuart declared himself elected.
 - (ii) **Vice-president:** Julanne Shearer was nominated by Bruce Shearer, seconded Ralph Lenton. There being no other nominations, Stuart declared Julanne elected.
 - (iii) **Honorary secretary:** There being no nominations, Stuart called for nominations from the floor and nominated Ralph Lenton, seconded by Amy. There being no other nominations, Stuart declared Ralph elected.
 - (iv) **Assistant secretary:** There being no nominations, Stuart called for nominations from the floor and Ralph nominated Isabelle Sutton, seconded by Kate. There being no other nominations, Stuart declared Isabelle elected.
 - (v) **Honorary treasurer:** There being no nominations, Stuart called for nominations from the floor and nominated Todd Jesson, seconded by Amy. There being no other nominations, Stuart declared Todd elected.

Gold Coast Little Theatre respectfully acknowledges the Yugambah People who are the traditional owners of this land on which we meet. We pay our respects to their Elders both past and present, and to all Aboriginal and Torres Strait Islander peoples.

- (vi) Assistant treasurer: Wendy Barnes was nominated by Bob Watson, seconded Henk Steenhuis. There being no other nominations, Stuart declared Wendy elected.
- (vii) Building director: There being no nominations, Stuart called for nominations from the floor. There being none, members agreed to remit the vacancy to the Management Committee.
- (viii) Technical director: Lawrie Esmond was nominated by Ralph Lenton, seconded Bob Watson. There being no other nominations, Stuart declared Lawrie elected.
- (ix) Chair of Productions: Amy-Louise Anderson was nominated by Shane Caddaye, seconded Lee Patterson. There being no other nominations, Stuart declared Amy elected.
- (x) Publicity officer: There being no nominations, Stuart called for nominations from the floor. Ralph nominated Kate Learmonth, seconded by Chris. There being no other nominations, Stuart declared Kate elected.
- (xi) Bookings officer: Jeffery Walker was nominated by Bob Watson, seconded Ralph Lenton. There being no other nominations, Stuart declared Jeffery elected.
- (xii) Wardrobe manager: There being no nominations, Stuart called for nominations from the floor and Stuart nominated Shirley Whitehouse, seconded by Del. There being no other nominations, Stuart declared Shirley elected.
- (xiii) FOH manager: Bob Watson was nominated by Jeffery Walker, seconded Henk Steenhuis. There being no other nominations, Stuart declared Bob elected.
- (xiv) Librarian: Lynette Smith was nominated by Shane Caddaye, seconded Del Halpin. There being no other nominations, Stuart declared Lynette elected.
- (xv) Social convener: Henk Steenhuis was nominated by Bob Watson, seconded Stuart Morgan. There being no other nominations, Stuart declared Henk elected.
- (xvi) Immediate past-president: There having been no change of president, Stuart advised the position would remain vacant.
- (xvii) Production Committee:
Shane Caddaye was nominated by Di Francis, seconded Chris Catherwood
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Del Halpin was nominated by Shane Caddaye, seconded Amy-Louise Anderson
Lee Patterson was nominated by Amy-Louise Anderson, seconded Shane Caddaye
Stuart called for nominations from the floor for the sixth position and Amy nominated Ann-Britt Riget, seconded by Sue.
There being no other nominations, Stuart declared Shane, Chris, Di, Del, Lee and Ann-Britt elected.

- 8. **Appointment of auditor:** Todd moved, Chris seconded: That Scott Allan of A Counting House be appointed auditor. **CARRIED**
- 9. **Appointment of honorary solicitor:** Ralph moved, Bob seconded: That Julanne Shearer be appointed honorary solicitor. **CARRIED**
- 10. **General business on notice of motion:** None.
- 11. **Other general business:**
 - 11.1. **Curtains:** Julanne reported that we had applied for a grant of \$10,000 from the federal government towards purchase and installation of new theatre curtains. We may need to demonstrate that we could cover the rest of the \$28,234 cost. Discussion ensued on the need to safeguard cashflow in case of another Covid lockdown, the fireproofing of curtains and the possibility of special fundraising projects. Julanne moved, Peter seconded: That \$13,000 be moved to our cash reserve account so that we could demonstrate that we could cover the above-grant cost of the curtains, **CARRIED**
 - 11.2. **Car park:** Shane reported that the company that had operated the car park as a commercial venture seemed to have walked away from the project. Julanne advised that we quietly go back to where we were before the commercial operation, except that we use the main entrance on Scarborough Street and restrict the gate to our accessway to pedestrian use.

Closure: In closing, Stuart thanked members for their attendance and said we had been through a challenging time but everybody involved in the theatre — members of the committees and volunteers — had all done a great job. There being no further business, Stuart closed the meeting at 4:31pm.