

## Minutes of 2022 annual general meeting

**Minutes** of the annual general meeting of members of Gold Coast Little Theatre held at the theatre on Sunday 27 March 2022.

**Present:** Patron and Life member Bruce Shearer; Life members Shane Caddaye (Production Committee), Julianne 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, Chris Catherwood (honorary treasurer and Production Committee) Philip Ellis, Lawrie Esmond (technical director) Di Francis (Production Committee) Joe Feeney, Elaine Hargrave, Kate Learmonth (publicity officer) Ralph Lenton (honorary secretary) Sue Lenton, Matthew McKenzie, Becky Morgan, Stuart Morgan (president – in the chair) Lee Patterson (Production Committee) Kate Peters, Ann-Britt Riget (Production Committee), Lyle Stevenson (building director) Isabelle Sutton (assistant secretary) Jeffery Walker (bookings officer), Bob Watson (front of house manager) Shirley Whitehouse (wardrobe manager), Brian Wilson and Kirstin Yelland.

**Opening:** Stuart called the meeting to order at 4:07pm and welcomed members.

- 1. Apologies:** Kate Learmonth moved, Chris Catherwood seconded: That apologies for absence from Life members Del Halpin (Production Committee) and Kurt A Lerps and from members Joel Beskin, Marilyn Culell, Barbara Huddy, David Huddy, Linda Joachim, Ron Joachim, Laney McLean, Ann Williams and Russell Williams be accepted. **CARRIED**
- 2. Minutes:** Stuart advised that a copy of last year's minutes had been on the website for members to download and copies were available at the entrance to the theatre, so the minutes would be taken as read. Stuart moved, Bob Watson seconded: That the minutes of the annual general meeting held on 28 March 2021, 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, Shirley Whitehouse seconded: That the Management Committee reports as presented to this meeting be accepted. **CARRIED**
- 5. Audit report:** Stuart advised that because of the Covid pandemic and the recent floods, the audit report was not available. A copy of the auditor's report would be put on the website for members to download as soon as it became available. Stuart said that because copies of the treasurer's financial statement and balance sheet were on the website and copies were available at the entrance to the theatre, the financial statement would be taken as read. Stuart called Chris Catherwood to the stage. Chris outlined the theatre's satisfactory financial position with \$83,800 in our bank accounts. The financial statement had estimated the liability for depreciation as that was a figure the auditor would calculate. The estimate was a cautious one. Liabilities included a figure for GST payments which have been paid since the statement was prepared. Chris advised he would recommend a change to our accounting software and would be cleaning up the asset register/depreciation schedule. Chris moved, Julianne Shearer seconded: That this AGM accepts the unaudited financial statement as presented to this meeting and notes that the auditor's report and figures will be made available to members when available. **CARRIED**

*Gold Coast Little Theatre respectfully acknowledges the Yugambeh 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.*

6. **Alliance report:** Stuart advised that because a report on GC Theatre Alliance matters by GCLT member Joel Beskin was on the website for members to download and copies were available at the entrance to the theatre, the report would be taken as read. There being no questions, Kate Learmonth moved, Isabelle Sutton seconded: That the report be accepted. **CARRIED**
7. **Election of Management Committee and Production Committee:**  
Stuart advised that all nominees to the Management Committee and the Production Committee were unopposed. Two positions, assistant secretary and assistant treasurer, had received no nominations. He proposed, with the meeting's consent, to call for nominations from the floor for the two vacancies and to declare the other nominees elected *enbloc*. Members signified consent.  
Stuart called for nominations for assistant secretary: There being no nominations, members agreed to remit the vacancy to the Management Committee.  
Stuart called for nominations for assistant treasurer. Wendy Barnes was nominated by Julanne, seconded Chris. There being no other nominations, Stuart declared Wendy elected.  
Immediate past-president: There having been no change in the presidency, Stuart declared the position would remain vacant.  
Stuart then declared the following to have been elected:  
President: Stuart Morgan; Vice-president: Julanne Shearer; Honorary secretary: Ralph Lenton; Honorary treasurer: Chris Catherwood; Building director: Lyle Stevenson; Technical director: Lawrie Esmond; Social convener: Henk Steenhuis; Chair of Productions: Amy-Louise Anderson; Publicity officer: Kate Learmonth; Bookings officer: Jeffery Walker; FOH manager: Bob Watson; Wardrobe manager: Shirley Whitehouse; Librarian: Lynette Smith; and Production Committee: Shane Caddaye, Di Francis, Del Halpin, Becky Morgan, Lee Patterson, Ann-Britt Riget.
8. **Appointment of auditor:** Chris moved, Amy seconded: That Scott Allan of A Counting House be appointed auditor. **CARRIED**
9. **Appointment of honorary solicitor:** Ralph moved, Sue Lenton seconded: That Julanne Shearer be appointed honorary solicitor. **CARRIED**
10. **General business on notice of motion:**  
**Life membership:** On behalf of the Management Committee, Stuart moved: That Life membership of Gold Coast Little Theatre be accorded to Brian Vincent Wilson.  
Kirstin Yelland seconded the proposal and recalled that Brian had been a financial member of GCLT since 1976, spent three years on the Production Committee, one year as secretary, four years as licensee, had directed five productions and appeared in numerous others.  
Stuart then put the motion. **CARRIED by acclamation**  
Stuart called Brian to the stage and presented him with a certificate of Life membership and a memento. Brian said he was very happy to become a Life member and thanked the committees and members for the award. He regarded it as honouring all volunteers in community theatre, of which he had been a part for over 50 years.
11. **Other general business:**  
11.1. **Members' page:** Julanne asked if the members' page on the website could be more easily accessible to members. After discussion, Ralph undertook to place a link to the page in one of the main menus. Members accepted the undertaking.
- Closure:** There being no further business, Stuart thanked members for their attendance and closed the meeting at 4:38pm.