

**MINUTES OF THE ANNUAL GENERAL MEETING
OF THE WANNEROO REPERTORY
HELD ON WEDNESDAY 7th APRIL 2021**

APOLOGIES & ATTENDANCE - as per the attendance record book

IN THE CHAIR – Shelley McGinn – President

MINUTES RECORDED BY – Richard Tudge – Hon Secretary

Shelley declared the meeting open at 7.35 pm and welcomed members in attendance.

**1.0 CONFIRMATION AND ACCEPTANCE OF THE MINUTES OF PREVIOUS AGM HELD
ON Wednesday 15th July 2020.**

The Minutes of the previous AGM were proposed as a true record of that AGM by Gwen Browning and seconded by Karen Thompson. All in favour – carried unanimously.

MATTERS ARISING

Shelley advised the members that at the 2020 AGM the position of Vice President remained vacant. However, Karen Murray had subsequently nominated for this position and was co-opted by the committee for a 2 years' term. Shelley thanked Karen for her support to the committee and to the theatre.

There were no other matters arising.

2.0 TREASURER'S REPORT AND AUDITOR'S REPORT (ORIGINAL COPY ON FILE)

Treasurer, Mike Gibbs, presented the Annual Report and the Auditor's Report for perusal by the members in attendance.

Mike gave a financial overview of what had been a difficult year due to the COVID virus. Mike went on to explain that the theatre had staged a highly successful musical prior to the lockdown in March - thereafter entering a recess, for 6 months or so, before staging a further two shows – albeit with limited audiences. Given the restrictions placed upon the theatre, we had made a small operating profit of \$12,000 before depreciation. A strong bank balance of nearly \$140K remained at the end of the year – a testimony to the prudent financial management of the committee.

Mike advised that the auditor, Gary Grant, confirmed that the accounts were satisfactory and that Gary had again agreed to audit the accounts this year.

Mike explained that the Repertory had made two major purchases during the year – both related to safety. One was the new lighting bar arrangement in the auditorium (courtesy of Lottery West) and the other was for a replacement vertical lift to replace the aged “Big Bertha” – which had become unserviceable. A further main expenditure going towards the renovations of the kitchen – facilitated by members of the Tuesday Task Force and volunteers - and Mike expressed his thanks to them.

Looking forward to expenditure in 2021, the theatre is faced with an expensive repair to the auditorium air-con system and the upgrade to the very smelly men's public toilets (in the foyer). In addition there are some proposed technical improvements.

Finally, Mike acknowledged and thanked the Committee and Membership for their support during 2020 – and looked forward to another good year with the Wanneroo Repertory.

Moved by Mike Gibbs and seconded by Helen Tudge that the Treasurer's Report be accepted as a true and correct record of the Theatre's Account.

All in favour – carried unanimously.

Dave Browning advised that the cause of the smellie gents loos was due to “Uric Acid”.

3.0 PRESIDENT’S REPORT (ORIGINAL COPY ON FILE)

President, Shelley McGinn, read her report commenting how fortunate we have been throughout the COVID crisis, being able to continue with theatre activities – albeit on a somewhat limited scale.

“Annie” opened in January and played to sell-out audiences and Shelley praised the efforts of new, enthusiastic, director Kate Blower and her cast of thousands.

The set was then built for “Quartet” ready for opening in April but sadly delayed until September due to the COVID restrictions we were suffering in 2020. However, the show did go up in September, to reduced audience numbers limited by social distancing, and proved to be an excellent production directed by Gwen Browning.

The theatres’ end of year production was “Peter Pan”, successfully adapted and directed by Kathleen Del Casale. The staging of this charming piece of theatre delighted all ages and was complemented by every effect available to the talented technical crew.

Shelley went on to acknowledge the amount of work that goes on in the background to make the theatre run smoothly through the good times and bad. There are always things to do, to fix and to replace and, to a certain extent, the theatre is financially self-sufficient when producing 5 or 6 productions a year – and has also been assisted with financial grants from various sources over the years. Shelley reminded the membership that it has been 32 years since the first production at the current venue and that Wanneroo Repertory was established in 1974 – some 47 years ago.

Shelley then thanked the Tuesday Task Force for their support, innovation and friendship. The managers who have refined and redefined their roles in so many ways and, finally, giving individual thanks to the members of the outgoing committee for their support through what has been a very difficult year.

4.0 ELECTION OF OFFICE BEARERS FOR 2019

Secretary, Richard Tudge, briefly explained to the membership that the process for the Election of Office Bearers, this year, had been relatively easy to administer as the majority of the committee had chosen to re-elect, unopposed, into their positions.

He went on to explain that he had received thirteen prior-completed nomination forms from the membership. Any additional nominations would be taken from the floor of this AGM – final election results summarised as follows:

NOMINATIONS

Executive Committee Members

President – Shelley McGinn – (prior nomination) – elected unopposed.

Secretary – Richard Tudge – (prior nomination) – elected unopposed.

Treasurer – Mike Gibbs – (prior nomination) - elected - unopposed (12 months only)

Six (6) Committee Positions

Technical Manager – Paul King - (prior nomination) – elected unopposed.

Publicity Coordinator – Sandra Powell - (prior nomination) – elected unopposed.

Volunteer Coordinator – R.J. Smolders – (prior nomination) – elected unopposed.

Theatre Maintenance Manager – Julie Clark - (prior nomination) – elected unopposed.

Social Media Coordinator(s) – Ashlee Torrens - (prior nomination) - elected unopposed.

Kathleen Del Casale

Committee Members (without portfolio)

Gordon Park - (from the floor) - elected unopposed.

Non Committee Positions

Lighting Team Technician – Gordon Park - (from the floor) – elected unopposed.

Sound Team Technician – Gordon Park – (from the floor) elected unopposed.

Front of House Manager – RJ Smolders (prior nomination) - elected unopposed.

Bookings & Membership Officer – Patrick McGinn (prior nomination) – elected unopposed

Wardrobe Manager – Joan Braskic - (prior nomination) – elected unopposed

Properties Manager - Lorraine Jones – (prior nomination) – elected unopposed.

Newsletter Editor - no appointment – position vacant

Note - To maintain the balance of the Committee, the position of Treasurer will be re-elected in 2022 for a period of 2 years - thereafter for 2 years.

Note – Shelley will continue to manage the Newsletter until such time as a volunteer(s) can be co-opted into this position.

Shelley concluded the election of Committee Members by offering her thanks to the assembly and to those volunteers who will form the Committee in 2021. Specific thanks were also given to Carol Binks who, this year, has retired from the Committee and from the position of Publicity Coordinator.

5.0 APPOINTMENT OF AUDITOR

Mike advised that Gary Grant is prepared to continue as our Auditor for 2021. His fees for last year were \$500.

Moved by Mike Gibbs and seconded by Joan Braskic that Gary Grant be appointed as auditor for 2021. All in favour – carried unanimously.

6.0 ANY OTHER BUSINESS

6.1 Used Props Furniture

Shelley advised the membership of a selection of Bar Stools and Form Benches that were previously used as props and were available for sale if anyone was interested.

6.2 Front of House Helpers / Volunteers

Karen Thompson remarked about the current low number of Front of House (FoH) volunteers. Karen drew our attention to the forms that are handed to potential new members of our theatre group and pointed out that there is a “tick box” for people who express their interest in FoH activities. Karen suggested that these Forms could be shared with the Front of House Coordinator – so expanding the contact group.

Shelley added that she can provide that data back to R.J.

Patrick McGinn advised that a lot of our new recruits apply for membership through the website and suggested that PatronBase could be configured to provide the same detail of potential FoH volunteers.

Joan Braskic introduced two new members who volunteered to assist at Front of House on the following Saturday.

6.3 Pantomime

Julia Gobbert asked if a Musical Director had been found for the Pantomime and Shelley thanked Julia and responded that fortunately she had been able to find both an MD and a Choreographer.

Karen Thompson asked if visiting directors, musical directors and choreographers were to be asked to become financial members. Shelley responded by saying that it would be preferable.

There being no further business the meeting closed at 8.12 pm.

ACCEPTED AS A TRUE RECORD OF THIS MEETING AND SIGNED BY THE PRESIDENT AND SECRETARY AT THE 2022 AGM, DATED BELOW -

President

Secretary

Date