

**MINUTES OF THE ANNUAL GENERAL MEETING
OF THE FRIENDS OF
THE MUSEUM OF NEW ZEALAND TE PAPA TONGAREWA
HELD AT 6PM ON THURSDAY 30 JUNE 2016
IN ICON, LEVEL 2, TE PAPA, CABLE ST, WELLINGTON**

PRESENT: E Kay (Chair), Executive Committee Members: A Hodson, H Macfarlane, A Olsen, S Shackleton, J Wellings, and E Ridder and 63 Friends.

The President, Elizabeth Kay, welcomed Friends of Te Papa to the meeting and introduced Rick Ellis, Chief Executive, who gave an address on the Te Papa Exhibition Renewal.

The renewal programme's primary focus was on increasing visitation to Te Papa's Cable Street building and extending the museum's reach to audiences beyond Wellington through digital access. Audiences were at the heart of the Museum's future direction and investment. There would be an extensive period of engagement both in Wellington and with communities around New Zealand, seeking feedback from audiences and stakeholders on the renewal of the exhibitions. They were also exploring how to increase the visibility and impact of the Arts at Te Papa. The closure of existing exhibitions and the reopening of new attractions would be phased in over the next five to six years.

An important and exciting dimension to the exhibition renewal programme was the investment in digital capability. Te Papa had recently launched Mahuki, the Innovation Hub in the Cable Street building, to offer New Zealand entrepreneurs a residential programme towards developing the next generation of experiences for the culture, heritage and learning sectors.

Rick concluded by inviting Members to register interest in participating in renewal focus groups, to be held in August/September.

Elizabeth Kay thanked Rick Ellis for his address and for his support during the year.

The President opened the formal part of the meeting and welcomed attendees.

1. APOLOGIES

Apologies were received from 75 members.

Moved Crispin Kay / Jillian Wellings and AGREED:

THAT the apologies be sustained.

2. CONFIRMATION OF THE MINUTES

The Minutes of the previous AGM held 25 June 2015 were distributed at the meeting and members given time to read them.

Moved Gordon Shroff / Sheryn Shackleton and AGREED:

THAT the minutes of the 2015 Annual General Meeting held on 25 June 2015 be taken as read and be confirmed as a true and accurate record.

3. ANNUAL PERFORMANCE REPORT

The President, Elizabeth Kay presented the Performance report of the Friends of Te Papa for the year ended 31 March 2016, including historical financial statements, noting that the Friends of Te Papa were pleased to report another very successful and busy year.

The Treasurer, Graeme Mitchell had tendered his apologies.

Elizabeth explained that this was the first time the Friends had applied the Public Benefit Entity Simple Format Reporting under the new regulations which came into effect from 1 April 2015. Instead of the traditional Profit and Loss Balance sheet there was a more detailed Performance Report, which essentially provided the same information as the former traditional Annual Report but in the new format. The Friends were in group Tier 3, accrual accounting with operation expenditure less than \$2 million.

New to the reporting was the Statement of Service Performance, which replaced the traditional President's report. As this was the first time the Friends had prepared a Statement of Service Performance, it was considered a work in progress. The Statement of Financial Performance was the equivalent of the Profit and Loss Account. The Statement of Cash Flows showed when cash was received and spent, and the figures were essentially a consequence of timing, relating to when cash was received and spent.

It had been another successful year, with a small deficit of \$6,000 before gifting. When the Friend's gift to Te Papa of Pablo Picasso's Picador ceramic jug was added the deficit increased to \$16,000. Changes in revenue reflect a drop in membership and a change in the level of support from Te Papa. The Statement of Financial Position, or Balance sheet, however, indicated the Friends still had significant funds in reserve.

Elizabeth noted the importance of maintaining a strong membership base. Over the past year the Committee and Office have worked hard to retain and promote membership and over 50 events had been offered. A majority of members now received the Friends' E-newsletter and the dedicated website was key to the Friends' continuing success.

Elizabeth thanked members for their financial contributions and enthusiastic participation in the events programme and expressed special gratitude to those who generously gave their time as Volunteers, to the Committee, and to the Friends' outstanding office team under the leadership of Elizabeth Ridder, whose workload had increased significantly in size and complexity in recent years.

In conclusion Elizabeth advised that the Performance Report had received an unqualified report from the Auditor, and that the Statement of Financial position was sound.

Moved Elizabeth Kay / Jillian Wellings and AGREED:

THAT the Performance Report be approved and adopted and the Auditor's report for the year ending 31 March 2016 be received.

4. CONSTITUTION

The President explained the proposed changes to the Constitution to allow for additional members to the committee and that, as the Secretary was regarded by Charities Services as an elected officer under the new reporting requirements, this should be remedied.

Moved Elizabeth Kay / Shona Spencer and AGREED:

THAT the following resolutions be adopted:

Executive Committee: That rule 6.1 be amended to remove the words “three (3)” and to replace the removed words with the words “four (4)”; then to add the words “a Secretary” after the words “a Treasurer”; and to remove the words “six (6) Ordinary members” and replace them with the words “up to 10 Ordinary committee members” to read:

- 6.1 The Executive Committee shall comprise four (4) Officers, namely a President, a Vice President, a Treasurer, a Secretary and up to ten (10) Ordinary committee members. They shall be elected at an Annual General Meeting of the Society by Financial Members in accordance with the clauses below. The Executive Committee shall have the power to co-opt to fill vacancies on the Executive Committee; to co-opt such additional members from time to time as are necessary for the conduct of the affairs of the Society; to make appointments to special committees.

5. ELECTION OF OFFICERS

The President advised that Adrienne Olsen and John Stevens were due to retire by rotation and being eligible offered themselves for re-election. Elections were therefore required for three vacancies on the Committee. Nominations to the Committee had been received for Jenny Campbell, Sheryn Shackleton and Carla Wild, co-opted committee members last year.

Moved Elizabeth Kay / Heather Macfarlane and AGREED:

THAT Carla Wild be elected Secretary

Moved Heather Macfarlane / Jillian Wellings and AGREED:

THAT Jenny Campbell be elected to the Committee

Moved Jillian Wellings / Graeme Mitchell and AGREED:

THAT Sheryn Shackleton be elected to the Committee.

As there were no other nominations for these vacancies, the President invited the meeting to declare the vacancies filled by acclamation.

6. APPOINTMENT OF AUDITOR

Moved Elizabeth Kay from the Chair and AGREED:

THAT Accounting for Charities Trust be re-appointed as Auditors

7. APPOINTMENT OF HONORARY SOLICITOR

Moved Elizabeth Kay from the Chair and AGREED by acclamation:

THAT Nicholas Burley be re-appointed Honorary Solicitor.

Nicholas Burley then addressed the meeting.

8. GENERAL BUSINESS

The President invited discussion from the floor on any items of general business.

Gordon Shroff requested that a brief overview of the Te Papa Exhibition Renewal programme as presented by Rick Ellis be included in an upcoming Friends' E-newsletter.

Elizabeth Kay announced that the project for 2016/17 year would be to raise funds for a special conservation project associated with Te Papa's recent acquisition *Les Sauvages de la Mer Pacifique* and encouraged members to attend the fundraising event at Scots College on 29 July 2016.

Elizabeth thanked everyone for coming and closed the meeting at 7.15 pm.

Confirmed as a true and accurate record

President

Date