

## **Annual General Meeting notes**

### **President Address**

Firstly, a special thanks to: Toi Whakaari, NZ Drama School & Ms Kate Robertson, for making this venue and equipment available for this meeting also to the outgoing ETNZ Executive Committee for the work undertaken on our behalf.

As the driving force behind the executive committee Kathryn Osborne, our society's paid administrator, has proven to be a real asset in keeping us all on track and ensuring we action those tasks we agreed to do.

To the incoming ETNZ Executive Committee, we face very challenging times and a lot of committed work in order to progress the base of work which has been achieved to date.

And last but not least thanks: To You, the members, who have made the effort to attend this Annual General Meeting.

### **ETNZ today:**

Membership, It has been very pleasing to have new ETNZ members join up recently and to see many here today, good to have you aboard.

A special mention must be made of the growing number of student members, especially from Toi Whakaari. This has been made possible by the generous support from a number of our company and corporate members who have agreed to sponsor the majority of students at this facility.

The membership has to grow in member numbers in order to make this organization viable. The more people we can encourage to join us, the more we will be able to achieve to continuously improve our enjoyment, working conditions, training, skill levels, and in the end the product we all work towards.

We must continue to break down barriers, within ourselves, like organizations, government departments, regulatory bodies

The ETNZ / EVANZ partnership continues to be strong, further enhancing the relationship and understanding between venue management and technical staff. ETNZ has been asked for an input into EVANZ training opportunities sought with Skills Active.

ETNZ and Musical Theatre NZ have a close working relationship, ETNZ being represented at their last 5 annual conferences. MTNZ member societies are involved in large scale productions of high technical standard and in my opinion many of our future work force will

come out of this environment and the cross-over between mainly voluntary societies members and the paid profession will continue to diminish.

The Guide for Safe Working Practices in the New Zealand Theatre & Entertainment Industry in Version 11 continues to be available free of charge on the ETNZ website.

The guideline committee members; Nick Kyle, Stephen Blackburn, Phil Conroy, Rob Peters with further input from Andrew Lees and Michael Farrand have been endeavoring to meet but due to work pressures have been unable to do so.

There are many areas within our working environment which we need to address in the near future to continue to develop this “living” document. Endeavors to re-develop a dialogue with the Department of Labour is proving to be difficult, anyone who may have a close contact within the department should contact the committee so we can progress this issue.

Training continues to be an important aspect for ETNZ. There are two Working at Height courses in and around Auckland that have again proven to be very popular and will be highly beneficial and very enjoyable for those involved.

The demand for rigging training is very apparent. There are a number of us working on an updated curriculum for a 2-day training session, feedback is invited on this in the rigging standard discussion later during this AGM session.

The website - The website should be the hub of our organisation but this will very much be up to you, the membership, to check the site on a regular basis and participate in its activities, especially the forum section. A Facebook page is also active for those who prefer to use this interactive tool.

So to the future: We of ETNZ must get together to talk, to meet, to share, to reminisce, to learn and to enjoy a vibrant and invigorating profession or interest and for many a rewarding pastime.

The nature and requirements of an organisation such as ours are constantly changing and it is becoming very apparent that there is a growing need for events to meet up and communicate with other members of the industry, especially in the more sparsely populated areas of NZ.

As part of progressing this we always want to arrange and participate in specific training and seminar/product sessions. Industry product sessions, held nationwide, is one of the most successful means to promote your company and products and we urge our company and corporate members to contact ETNZ for this type of direct marketing and industry networking.

Specific show backstage visits and meeting with technical personnel is proving to be very popular and an ideal means to progress our profession and present a chance to meet other members. Such a function is being organised during the production run of “Avenue Q” in Auckland. David Eversfield is very proactive in this and we ask all members to investigate this in your own environment when a suitable production is in your area.

We are in the process of planning the ETNZ Conference/Tradeshaw 2011, 18-21 June at TelstraClear Pacific Events Ctr, Auckland. A large number of people have put their hand up to be part of the organising committee. Discussion should take place at this AGM during general business and within the wider organisation through the website to gauge the content and shape of this function.

Although not directly administered but certainly fully endorsed by ETNZ the Selecon Scholarship has received a number of applications in its first year and it is very pleasing to have the first two recipients here today. I would personally encourage more people to take the opportunity that this very generous gesture by the previous Selecon directors offers for enhancing your personal standing within our chosen profession.

BUT all the above relies on the participation of everyone involved in our industry. We need all of you to become much more actively involved in the running and support of this organisation. This can be done on many levels, direct involvement, becoming members, encouraging others to become a member, generating debate, sharing the vast knowledge which exists within our community, continuing to break down the barriers.

This coming year will be my last year as President of ETNZ and I look forward to handing over to a new person at next year’s AGM in Auckland at the 2011 ETNZ Conference.

*Rob Peters – ETNZ President*

## **Appointment of Officers.**

President – Rob Peters

Vice President – Grant Gilbert

Secretary / Treasurer – Stephen Fairweather

Executive Committee – Alistair Cameron, Phil Conroy, David Eversfield,  
Chris McKenzie, Graeme Phillips, Grant Robertson,

A vote of thanks was given to our retiring committee members. Nick Barnfield and Nik Janiurek

# Financial Report

## Entertainment Technology of New Zealand Inc

### Financial Statement for 2010

Statement of Income 1<sup>st</sup> April 2009 – 31<sup>st</sup> March 2010

|                          | 2010               |          | 2009               |          |     |
|--------------------------|--------------------|----------|--------------------|----------|-----|
|                          | \$                 |          | \$                 |          |     |
| <b>Income</b>            |                    |          |                    |          |     |
| Membership – Corporate   | 3,942.23           | 14%      | 5,026.69           | 15%      |     |
| Membership – Company     | 9,306.61           | 32%      | 12,324.44          | 37%      |     |
| Membership – Individual  | 4,266.48           | 15%      | 4,559.76           | 14%      |     |
| Membership – Associate   | 1,573.37           | 5%       | 1,866.76           | 6%       |     |
| Membership – Student     | 601.75             | 2%       | 577.73             | 2%       |     |
| Membership – Education   | 44.44              | 0%       | 133.32             | 0%       |     |
| Interest                 | 1,035.20           | 4%       | 1,614.84           | 5%       |     |
| Conference Income        | 40,320.54          |          |                    |          |     |
| Less Conference Expenses | (32,966.74)        | 7,353.80 | 25%                | 6,107.78 | 18% |
| Training Income          | 2,998.50           |          |                    |          |     |
| Less Training costs      | (2,072.67)         | 925.83   | 3%                 | 1454.2   | 4%  |
| <b>Total</b>             | <b>\$29,049.71</b> |          | <b>\$33,665.52</b> |          |     |
| <b>Expenses</b>          |                    |          |                    |          |     |
| Accountancy fees         | 1,160.00           | 5%       | 1,080.00           | 5%       |     |
| Administration           | 1,814.40           | 8%       |                    |          |     |
| Bank Charges             | 18.28              | 0%       | 61.55              | 0%       |     |
| Catering                 | 378.88             | 2%       | 88.98              | 0%       |     |
| Depreciation             | 4,358.00           | 20%      | 7,256.00           | 32%      |     |
| Events                   | 45.76              | 0%       | 352.50             | 2%       |     |
| Mileage                  | 30.80              | 0%       |                    | 0%       |     |
| Office expense           | 52.78              | 0%       | 120.00             | 1%       |     |
| Printing & stationery    |                    |          | 54.82              | 0%       |     |
| Postage / Courier        | 120.00             | 1%       | 1.33               | 0%       |     |
| Subscriptions            | 53.33              | 0%       | 53.33              | 0%       |     |
| Travel                   | 1,131.98           | 5%       | 3,813.88           | 17%      |     |
| Website                  | 4,299.95           | 19%      | 1,590.00           | 7%       |     |
| Website Admin            | 7,785.00           | 35%      | 7,784.98           | 34%      |     |
| WIPS Fees                | 1,056.01           | 5%       | 714.17             | 3%       |     |
| <b>TOTAL EXPENSES</b>    | <b>\$22,305.17</b> |          | <b>\$22,971.54</b> |          |     |
| <b>Net Surplus</b>       | <b>\$6,744.54</b>  |          | <b>\$10,693.98</b> |          |     |

## Entertainment Technology of New Zealand Inc

Balance Sheet as at 31<sup>st</sup> March 2010

| <b>Assets</b>                    | 2010               | 2009               |
|----------------------------------|--------------------|--------------------|
| Earners Account                  | 24,892.13          | 32,358.59          |
| On Line Saver Account            | 20,443.06          | 50,554.31          |
| Term Deposit                     | 50,000.00          |                    |
| Debtors                          | 625.00             |                    |
| RWT Tax Credits                  |                    |                    |
| Fixed Assets                     | 2,906.00           | 7,264.00           |
| GST Refund Due                   |                    |                    |
|                                  | <u>\$98,866.19</u> | <u>\$90,176.90</u> |
| <b>Liabilities</b>               |                    |                    |
| GST Commitment                   | 710.68             | 793.75             |
| GST reversible                   | (159.58)           |                    |
| Trade Creditors                  | 2,107.40           |                    |
| Sundry Accruals                  | <u>1,080.00</u>    | <u>1,000.00</u>    |
| Total                            | 3,738.50           | 1,793.75           |
| <b>Nett Assets</b>               | <u>95,127.69</u>   | <u>88,383.15</u>   |
| <b>Equity</b>                    |                    |                    |
| Accumulated Funds as at 1/4/2009 | 88,383.15          | 77,689.73          |
| Add Surplus (2010)               | 6,744.54           | 10,693.98          |
| Accumulated Funds at 31/3/2010   | <u>95,127.69</u>   | <u>88,383.71</u>   |

## Subscriptions

Will remain the same for the 2010 – 2011 year.

|            |          |
|------------|----------|
| Corporate  | \$550.00 |
| Company    | \$305.00 |
| Individual | \$105.00 |
| Associate  | \$ 80.00 |
| Student    | \$ 26.00 |

## Selecon Scholarship recipients

Kyle Pharo; funds to enable Kyle to take up his position as assistant lighting designer to David Eversfield for the NBR NZ Opera production of “The Marriage of Figaro”

Bonnie Burrill the scholarship will allow Bonnie to travel to the TEA Conference in London and spend a further week looking at venues around England to help with the proposed venue design for the Auckland Theatre Company.

## **General Business**

1) Rigging Standard. A draft for Discussion document is being prepared by S Sanders, A Gibson, P Conroy, G Gilbert focusing on addressing the problem of the variation of rigging requirements across the venues in Wellington. The discussion paper will address People Training, Required Equipment, Equipment Testing, Methodology, Venues requirements, Definitions of “Theatrical Rigger”, Relevant Standards, Database of information. It is planned that this document will be presented shortly for discussion in Wellington before extending it for comment and future adoption across NZ.

2) Reporting of Accidents / Near Misses for the benefit of the Industry. This issue was discussed, with the membership in attendance in general agreement that it will be beneficial to the Entertainment Industry as a whole if we can report on accidents and near-misses. This needs to be done in such a manner that does not apportion blame, reports the facts only and takes into account the result of any investigation by the Dept of Labour or other such body. Due to this, a report to the ETNZ membership may be delayed until the investigation is complete for legal reasons. It must be stressed that this initiative should only be used to enable us to learn from any incidents to allow us to keep working towards safer systems and work places.

It was recommended that ETNZ works closely in conjunction with EVANZ as this organisation represents the management that are charged with creating the venue Health and Safety policies on behalf of the owners of the building, ie the Principal under the Health and Safety legislation. It is envisaged that any such reports will be put onto a dedicated space on the ETNZ and EVANZ websites to allow for further discussion to take place

3) Safety in Schools. Graeme Philips to lead a group to prepare a document for teachers about Safe Theatre practice for schools

4) Minors involved in Packin / Packouts. Discussion about the age limit and why OSH considers the packin /packout to be a construction site. The necessary levels of supervision and care required to minimize the risks. The comments have been passed back to the Executive Committee for further discussion.

5) J Collins enquired about any reciprocal rights or associate membership that is available to ETNZ with other international organisations. Committee to investigate

With the meeting over those assembled adorned to a café to continue sharing information and experiences over lunch.