

**Williamstown Literary Festival  
Annual General Meeting  
Monday 26<sup>th</sup> August 2019; 6.30pm  
Williamstown Library,  
104 Ferguson Street, Williamstown**

Item	Notes and actions
Attendees	Angela Altair, Anna Brasier, Brian Christopher, Victoria Coleman, Hazel Finnie, Jodie Flood, Elisabeth Grove, Kay Hirst, Hugh Jones, Stella Kinsella, Shane Knaggs, Olympia Koziaris, Michael Lee, Julie Maskell, Vin Maskell, Sue Noble, Sue Martin, Wenche Osland, Ann Pattie, Chris Phillips, Christopher Ringrose, John Webb
Apologies	Terry Bracks, Cl Tony Briffa, Rosemary Clark, Janet Dawes, Wayne Elly, Andy Griffiths, Melissa Horne, Cl Colleen Gates, Cl Peter Hemphill, Barbara Hughes, Jackie Kerin, Melissa Meek-Jacobs, Dmetri Kakmi, Wade Noonan, Paula Kelly Paull, Kaylynn Rasmussen, Claire Saxby, Cl Sandra Wilson, Carol Winfield, Natalie Zaibak
Proxy	
<b>1</b>	<b>Opening</b> The Vice-President declared the meeting open at 6.30 pm.
<b>2</b>	<b>Apologies</b> Apologies noted as above
<b>3</b>  Motion	<b>Minutes of the previous AGM (14/08/17)</b> That the minutes of the last AGM held on 27 <sup>th</sup> August 2018 be received as a true and accurate record Moved: Anna Brasier Seconded: Hugh Jones Carried
<b>4</b>	<b>Business Arising</b> Nil
<b>5</b>	<b>Reports</b> <b>President's Report</b>  Vice President John Webb presented the report of himself and President Angela Altair to the meeting. John reported on the success of the 16 <sup>th</sup> Festival in continuing the tradition and high standard that has seen it recognised a flagship winter Arts event for our community in the west. He remarked that this is a considerable achievement considering the modest budget on which it operates and that, basically, it is a Festival built on the generosity of volunteers. He extended his thanks to the extended Lit Fest community of Rosemary Clark, Vin Maskell, Dmetri Kakmi, Leigh Hobbs, Andy Griffiths and Marcus Cassidy-Anderson.  John commended Program Director Stella Kinsella on the strength of the program and for the introduction of several distinctive initiatives. He gave special mention to Andy Griffiths and Stereo Stories for their contribution, as well as to Loraine Callow for the web site, Megan Slattery for graphic design, Julia Ferrucane for marketing and PR and former Executive Officer Barbara Hughes for being the repository of much of the Festival's corporate memory.  He thanked his fellow committee members for their work and support throughout the year and made special mention of the inestimable service done to the Festival since its inception by Angela Altair, who

is stepping down as President. He also thanked Terry Bracks for her continued support as Patron, and Melissa Longo, who is leaving the committee, for her enthusiastic and innovative contributions. John thanked our official booksellers, Book and Paper, and made special mention of our sponsors -- in particular HBCC, Hobsons Bay Libraries and Victoria University, with Waterline Place Williamstown as silver sponsor. and all those who have supported the Festival over many years.

### **Secretary's Report**

Secretary, Chris Ringrose, presented his report to the meeting.

Chris reported on the completion of several statutory requirements throughout the year, and on steps taken to recruit new members of the Association and renew existing memberships.

### **Treasurer's Report**

Treasurer, Brian Christopher, presented his report to the meeting.

Brian reported that the 2019 Festival had returned a profit of \$1,626, compared with a loss of \$2,482 for the previous year. He noted that the Association has a strong Balance Sheet and is able to meet all its financial obligations. He thanked our two major sponsors, Hobsons Bay City Council and Victoria University, who contributed 74% of our sponsorship dollars. In total, smaller sponsors scaled back their support by \$2, 182 and a few did not renew. This slight decrease in sponsorship was offset by an increase in ticket revenue of \$6,827, while overheads were generally contained for the year. This year the Ada Cambridge Writing Competitions were able to pay their own way, as a result of an entry fee of \$15 charged to adult competitors.

Brian noted that the ongoing success of the Festival rests with the certainty of secured sponsorship funding as ticket sales alone will never fully fund our operations.

### **Program Director's Report**

Program Director, Stella Kinsella, presented her report to the meeting.

She explained that the 2019 theme *Choose Your Own Adventure* had been suggested by committee member Melissa Longo and agreed by the committee prior to Stella's commencement as Program Director in September 2018. Stella presented a comprehensive report on the more than 40 sessions and 80 authors and presenters who contributed to the success of the 2019 Festival. The Festival content had included memoir, crime fiction, non-fiction, award-winning fiction, plays, song, poetry and short stories from local and national writers. It had focussed on historical writing, romantic adventures, iconic built environments, natural science and cautionary tales. The festival had featured Young Adult writing and debated the merits of fantasy and science fiction, entertaining patrons with national and local stories and much more.

This year the Festival had broken with tradition by creating an opening night event at Sebastian Beach Grill and Bar. Sponsor's speeches took place at the bar, together with an opening night interview with special guest Caroline Overington. Willy Lit Fest 2019 also embraced the themed venue of the Pirate's Tavern to host two sessions, as well as the People's Choice event. The Williamstown Croquet Club to set the scene for back-to-back sessions of romance with a High Tea. The Town Hall venue and adjacent Library remained the home base for the bulk of the sessions.

Stereo Stories ran for its seventh year and eclipsed its previous incarnations in terms of artistic merit and technical prowess. It has grown from a modest audience of 60 seven years ago to attracting more than 400 this year. Stella made a number of possible suggestions for staging and managing the event in future.

In thanking all those who worked tirelessly to mount the Festival, Stella pointed out that, in her view,

<p>Motion</p>	<p>the Willy Lit Fest punches above its weight and that the community are relatively unaware of what it takes to make it happen. Her strongest recommendation, she said, was that If it is to maintain the standards it currently enjoys, the model needs attention, in terms of remuneration, time invested, additional volunteered hours and honoraria.</p> <p><b>Volunteer Coordinator’s Report.</b> Hugh Jones presented his report.</p> <p>Hugh thanked the many people who volunteered to help on Festival weekend, emphasising that the Lit Fest could not have managed without them. Across the weekend we had almost two dozen keen and willing helpers. Together they supervised the various festival venues, collected tickets, directed patrons around the town hall or to Pirates Tavern, and cheerily welcomed the authors into the green room. In addition, they directed queues at the author signings in the Hub, and patiently wrangled the excited youngsters flocking in to see Andy Griffiths on the Sunday morning. Their enthusiasm and willingness were much appreciated, and made the work of all committee members that much easier.</p> <p>This year we welcomed in a number of first-time volunteers, including a group of friends from nearby Yarraville, one from the far eastern suburbs and a literature student from Spain. Our core, though, was made up of loyal locals with a great love of the Lit Fest. On behalf of the committee, Hugh thanked all of them for their help, suggestions and advice, and looked forward to renewing friendships next year.</p> <p>That the Reports, as tabled, be accepted Moved: John Webb Seconded: Elisabeth Grove</p> <p>Carried</p>
<p>6</p>	<p><b>Election of Office Bearers</b></p> <p>The Vice-President stepped down, handing control of the meeting to xxx.</p> <p>All committee positions were declared vacant</p> <p>Nominations were received for the following positions: President: John Webb Vice-President: Elisabeth Grove Secretary: Chris Ringrose Treasurer: Brian Christopher</p> <p>Life Member Angela Altair, who was stepping down for 2019-2020, was thanked for her huge contribution to the formation and continued success of the Festival. She will continue to act as a consultant in the coming year.</p> <p>There being no further nominations, the office bearers were duly elected. The Vice-President resumed the chair</p>
<p>7 Motion</p>	<p><b>Determination of number of ordinary members</b></p> <p>That the number of General Committee positions for the coming committee year remains at eight. Moved: Chris Ringrose Seconded: Anna Brasier</p> <p>Carried</p>
<p>8</p>	<p><b>Election of General Committee</b></p>

	<p>Nominations for General Committee were received from:  Anna Brasier  Victoria Coleman  Hugh Jones  Michael Lee  Kaylynn Rasmussen</p> <p>There being fewer nominations than the available General Committee positions, these members were duly elected.</p> <p>The Vice-President formally thanked Melissa Longo for her service to the committee and welcomed the new members.</p>
<p><b>9</b></p>	<p><b>General Business</b></p> <p>The Town Hall has been booked for Saturday June 20 and Sunday June 21 for the 2020 Festival.  At its first meeting in September 2019, the Committee will take steps to appoint a Program Director and Executive Officer for the 2020 Festival.  It was recommended that a Round Table Discussion by interested parties (similar to that held in 2014) should be organized in Spring 2019 to generate ideas about the future direction of the Festival.</p>
<p><b>10</b></p>	<p><b>Next Meeting</b></p> <p>The 2020 Annual General Meeting will be held as soon as practicable after the 2020 Festival but no later than 30 November 2020.</p>
<p><b>11</b></p>	<p><b>Close</b></p> <p>The Vice-President declared the meeting closed at 7.40 pm</p>