

**Williamstown Literary Festival Association
ABN 44 699 803 050**

**Annual General Meeting 2014
Monday 8 September 2014
7pm, Gallery, Williamstown Library, Ferguson Street,
Williamstown**

Minutes

Present:

Angela Altair, Suzanne Gately, Wenche Osland (Book and Paper), Vin Maskell, Alison Standish, Alison Brideson, Jackie Kerin, Cas Bukor, Tracy Margieson, Brian Christopher, Loraine Callow, Lowen Clarke, Christopher Ringrose, Elisabeth Grove, Angus Scott-Walker (Barlow McEwan Tribe) and guest.

All present were welcomed with introductions made around the table

Apologies noted:

John Webb, Claire Saxby, Barbara Hughes

1. Minutes of 2013 AGM

Motion: That the minutes of the last AGM held on 17th October 2013 be received with minor spelling amendments as a true and accurate record.

Moved: Elisabeth Grove

Seconded Loraine Callow

Motion Carried

2 President's Report – Angela Altair

Report was tabled.

The President spoke to her report. Opened with the statement that it was the biggest and best festival. Best numbers with over 2000 ticket sales, attendance record and best feedback,

The terrific result was testament to the quality and cohesiveness of the team approach of the committee. The subcommittee structure was very effective and the work of the Executive Officer ensured a professionally run festival. Program Coordinator Loraine Callow and her sub-committee were singled out for putting together an excellent program.

Thanks noted for the continued financial and in kind support of the Council, in particular the Cultural and Economic Development team and the Libraries
The 2014 festival had a magnificent program with over 80 authors and 50 events. Highlights are outlined in the report

Ticket prices met the expectation and value of the festival.

Acknowledged the great work of Barbara Hughes and Vin Maskell for contribution to the program. Acknowledged also the contributions of Rosemary Clark, Elisabeth Grove and Christopher Ringrose for contributions to the Ada Cambridge Awards .

Acknowledged support of local businesses including Book and Paper.

Acknowledged Tracy Margieson's professionalism and tireless work
Expressed overall belief that the goal of linking local writers with readers has been achieved.

Motion: That the President's Report, as tabled, be accepted.
Moved Lowen Clarke
Seconded Elisabeth Grove
Motion Carried

3. Treasurer's report – Brian Christopher

Report tabled.
Highlights net assets of \$13,581 and a net profit of \$15,510
Sponsorship support noted. There was an increase of \$14,391
Donations \$1,688
Major increase in ticket sales 337%
Major savings in web design and program design

The signed 2013/2014 Audit Schedule 1 was tabled as true and correct record.

Motion: That the Treasurer's Report, as tabled, be accepted.
Moved Alison Standish
Seconded Elisabeth Grove
Motion Carried

4. Executive Officer's Report – Tracy Margieson

Report tabled
Coordinated and liaised with Council, authors, all the paid contractors
marketing, sponsors, web maintenance, e-news, social media, all the graphic
design,
Thanks to all noted.

Motion: That the Executive Officer's Report, as tabled, be accepted.
Moved Loraine Callow
Seconded Brian Christopher
Motion Carried

5. Election of Office Bearers

The president stepped down handing control of the meeting to Alison
Brideson
All positions were declared vacant
Alison Brideson thanked the committee for the fabulous festival on behalf of
the members of the Association

Nomination of office bearers
President - Angela Altair
Deputy President – Lowen Clarke
Secretary – no nominations received

Treasurer - Brian Christopher

There being no further nominations, the office bearers were declared duly elected and President Angela Altair resumed the chair
The vacant secretary position will need to be addressed at a later stage

6. Election of General Committee

Motion: That the number of General Committee positions be increased from six to eight for the coming committee year.

Moved Loraine Callow

Seconded Brian Christopher

Motion Carried

Nominations for General Committee were received for:

Lowen Clarke

Carol Winfield

Loraine Callow

Elisabeth Grove

Christopher Ringrose

Alison Standish

There being fewer nominations than the available General Committee positions, the above members were duly elected.

7. Other Business

Suzanne Gately tendered her resignation from the committee. The President acknowledged her contributions to the Festival

Alison Standish asked if it was possible to formalise the role of the Manager Libraries in the formal support of the festival. This is to be discussed at the next ordinary meeting.

8 2015 AGM and next committee meeting

2015 AGM to be held as soon as practicable after the 2015 Festival but no later than 30 November 2015.

Next ordinary meeting scheduled for Monday 6th October at 7pm in the Town Hall, Festival Office.

Meeting closed at 8.10pm