

Drama Queensland
Annual General Meeting

26 November 2019
5:30 PM
Brisbane Powerhouse

Type of meeting: Annual General Meeting

Attendees: Dana Holden, Sarah Cox, Joan Cassidy, Howard Cassidy, Ian Sweeney, Laura Bonner, Gabrielle Castle, Scott Andrews, Stephanie Tudor, Matthew Kopelke, Sean Lubbers, Tavia Seymour, Jenny Boyne, Katrina Hasthorpe. Kim Rann, Shay Ryan, Susie Lawson, Katrina Torenbeek, Adrienne Jones, Katrina Holmes.

Proxy forms: Naomi Russell, Madonna Stinson, Nancy La Rosa- Elliott, Debb Wall, Sharon Hogan, Cherice Cleasby, John O'Toole, Siobhan Gray, Sam Neill, Justine Richards, Cassie Nguyen, Kasia Smentek, Melissa Handley, Emma Funnell, Annette Box, Marthy Watson.

Apologies: Madonna Stinson, Debb Wall, Sandra Gattenhoff, Sam Neill, Emma Funnell, Marthy Watson, Annette Box, Emma Hill.

Note taker: Alaana Sheppard

Agenda

Apologies	Dana Holden
Minutes of Previous Meeting	Dana Holden
Business Arising from Minutes	Dana Holden
President's Report	Dana Holden
VP's Report (Planning)	Sarah Cox
Business Manager	Alaana Sheppard
Membership	Sam Neill
Vice President (National Liaison and DALO)	Emma Funnell
Vice President (Professional Development)	Emma Funnell
Professional Development	Matthew Kopelke
Primary PD and Special Projects	Joan Cassidy
Website and Archives	Ian Sweeney
Vice President (Communications)	Stephanie Tudor
Journal	Gabrielle Castle and Marthy Watson
Musesheet	Scott Andrews and Laura Bonner
DQ News	Matthew Kopelke
SATE	Sean Lubbers
Thanks (Outgoing Committee)	Dana Holden
Election of President	Sarah Cox
Election of VP (Planning/DALO)	Incoming President
Election of VP (Projects)	Incoming President

Election of VP (Communications)	Incoming President		
Election of Committee Members	Incoming President		
Appointment of Business Manager	Incoming President		
Appointment of Auditor	Incoming President		
Any Other General Business	Incoming President		
Additional Information			
Meeting opened at 5.51pm			
Action	Moved	Seconded	
Apologies	n/a	n/a	
Minutes of Previous Meeting were tabled	Dana Holden	Joan Cassidy	Carried
Business arising from minutes - NIL			Carried
Annual Reports			
<ul style="list-style-type: none"> President's Report – Dana Holden (attached) Welcome and thank you for coming. Overview of year. Identification of key aspects of the year. Thanks to Emma Funnell and Matthew Kopelke for their work on PD. Thanks to Katrina Torenbeek and Alaana Sheppard for their support of these events. Cannot wait to host the National Conference next year- 2020 Vision. Emma Funnell and Dana Holden are the conference convenors and Katrina Torenbeek is the conference manager. Over 90 EOI submissions to present. There was an amazing number of sessions. Program will be released shortly. Primary PD- supportive of teachers alone in their context- Thanks to Marthy and Joan. QCAA- Bridging the gaps and developing community Thank you to Sean for assisting in his role. Industry Partners- acknowledging the different levels. Brisbane Powerhouse for in-kind venue. Make special mention to QMF- Youth Touring. Who has provided for a long time for their service to 	Dana Holden	Scott Andrews	Carried

<p>schools and artists across the state. Letter to go out from DQ soon.</p> <ul style="list-style-type: none"> • Drama Queensland Book project to be launched at the conference • Archive project is about to wrap up. • Congrats Sue Davis re-elected to the Drama Australia Board. • Marie Ferguson stepped down from her role as Drama Australia Administrator. • Alaana helped Drama Australia whilst Marie stood down. • Beijing is where the IDEA international conference is being held. • Thank you to the communications team. • Thanks to Sam Neill- Regional member on the committee to meet the diverse needs of our regional members. • Social functions have been a wonderful introduction in 2019. • The 2019 Committee has been wonderful to work with. • Sean and Emma and Ian stepping down. Thank you for your work. • Recommendations as per report. • Presentation of the proposed committee structure for 2020. 			
<p>VP's Report (Planning) – Sarah Cox (attached)</p> <p>Motion: The Drama Queensland membership adopts the proposed 2019/2020 working budget for the financial year period.</p>	Sarah Cox	Gabrielle Castle	Carried
<p>Business Manager's Report – Alaana Sheppard (attached)</p> <ul style="list-style-type: none"> • Report as tabled • Brian Tucker CPA who has been the long standing Auditor for Drama Queensland is in the process of retiring. He oversaw our 2018/2019 financial year audit, however, the work was completed by a nominated company who has taken over all of his clients. We wish Brian all the 	Sarah Cox	Matthew Kopelke	Carried

<p>best.</p> <p>Motion: The Drama Queensland membership accepts the 2018/2019 audited statement of accounts as completed by Auditors Anderson, Munro & Wyllie Chartered Accountants, Under the supervision of Brian Tucker CPA.</p>	Sarah Cox	Monique McMullen	Carried
<p>Membership Report –Sam Neill (attached)</p> <ul style="list-style-type: none"> • Links in via Facebook phone messenger each meeting. • Networking with regional members at our State conference and at regional PD events as well. • He maintains an email group of regional members. • Regional grant continues to strengthen the regional opportunities. Sam oversees the applications and supports the business manager to receive • Regional Round up did not occur in 2019. This has been budgeted for in 2020. 	Sarah Cox	Stephanie Tudor	Carried
<p>VP's Report (National Liaison and DALO) – Emma Funnell (attached)</p> <ul style="list-style-type: none"> • Archive project- shared our interviews in Museshet and other publications. • Attended Drama Australia symposium in 2019, great way to connect with National drama teachers. 	Dana Holden	Adrienne Jones	Carried
<p>VP Professional Development Report- Emma Funnell (attached)</p> <ul style="list-style-type: none"> • Wonderful State Conference. • The conference is a wonderful bonding moment for the committee to work together. The time together at the beginning of the year builds the strength of team and relationships for the year. • Anna Telford- presented the 2019 service to drama award. • Conference brief for 2020 Vision- (from report) • Drama QLD is in a great place to do this and has a largest membership numbers across Australia. • 	Dana Holden	Shay Ryan	Carried

Professional Development- Matthew Kopelke (attached) <ul style="list-style-type: none"> • Wonderful to work closely in a supporting role with Emma Funnell, Katrina Torenbeek, Dana Holden and Alaana Sheppard. • 1st half support on the conference. • 2nd half took the lead on Nuts and Bolts. This was a great opportunity to work with a variety of members • Thanks to Emma Funnell and Dana Holden for their support in this role. Support, encouragement and guidance. 	Matthew Kopelke	Laura Bonner	Carried
Primary Professional Development- Joan Cassidy (attached)	Joan Cassidy	Sean Lubbers	Carried
Special Projects- Joan Cassidy (attached) <ul style="list-style-type: none"> • Sam Neill- has just sent through his working title today and TBC. • \$3000 budgeted for the project. • Drama QLD will be the publisher of the book. • Thanks to Dana Holden and Alaana Sheppard for their supportive and creative problem solving 	Joan Cassidy	Jenny Boyne	Carried
Website and Archives Report- Ian Sweeney (see attached) <ul style="list-style-type: none"> • 2019 maintaining the website and doing an inventory of what is working, not etc in preparation for a redevelopment in 2020. • Continue to transcribe the DADA interviews as they are a wealth of knowledge and information. 	Ian Sweeney	Scott Andrews	Carried
VP's Report (Communications) Stephanie Tudor (attached)	Stephanie Tudor	Gabrielle Castle	Carried
Journal Editor Report – Gabrielle Castle and Marthy Watson (attached) <ul style="list-style-type: none"> • A journal that Drama Teachers could take into their admin and advocate for the subject. • Thank you to our contributors for their wonderful work this year. • Thank you to Stephanie Tudor for her support and stepping in when needed. • Look at ways to include different article, eg interviews. • 	Gabrielle Castle	Sarah Cox	Carried

<p>Musesheet Editor- Scott Andrews and Laura Bonner (attached)</p> <ul style="list-style-type: none"> • 2 years on the portfolio. • Highlights that created regular sections and these could be filled immediately. • Looking for content was difficult, so the creation of regular sections helped ensure content was readily available. • Thank you to the contributors. • Thank you to Stephanie for proof reading. • Really trying to incorporate the Primary Members and make items relevant to them. Try to network and let them know their work is important. • R- look at what we are offering to Industry Partners and consider is this relevant to members. 	<p>Scott Andrews and Laura Bonner</p>	<p>Susie Lawson</p>	<p>Carried</p>
<p>DQ News Editor Report- Matthew Kopelke and Emma Hill (attached)</p> <ul style="list-style-type: none"> • Matthew was the creator and content generator and Emma worked in proofreading. • Mailchimp was used, has some limitations. • Moved the visual design layout the same as the State Conference- Shape and really tied into this. • Looked for more content, highlighting workshops which had occurred at the conference. • Industry Partners have been experimenting with GIFs as adverts, consider how this might work in the future. • Huge thank you to Stephanie for being so supportive. 	<p>Matthew Kopelke</p>	<p>Joan Cassidy</p>	<p>Carried</p>
<ul style="list-style-type: none"> • SATE- Sean Lubbers (attached) • Sean will be standing down and wishes the committee well. • 2 directions that grew out of discussions with Stephanie Tudor and Dana Holden. • Thank you to the people who facilitated the communities of practice and they continue to live on in a variety of manifestations. • Thank you to Angela Pratt and Sue fox from the QCAA who 	<p>Sean Lubbers</p>	<p>Matthew Kopelke</p>	<p>Carried</p>

<p>have provided professional advice and copy.</p> <ul style="list-style-type: none"> • QCAA will now be publishing their own arts newsletter. • DQ needs to do work on endorsement, quality assurance, external exams and include this as a strand in the National Conference. • Thank the committee for their kindness, openness of ideas. 			
<p>Thanks to Outgoing Committee</p> <ul style="list-style-type: none"> • Thanks to outgoing management committee members for service to Drama Queensland. 	Dana Holden	n/a	
<p>Election of Executive and Management Committee for 2019/2020– Nominations Attached (Nominations, Proposals and Seconds)</p>			
<p>Election of President</p> <ul style="list-style-type: none"> • Dana Holden <p>Nominated by: Matthew Kopelke Seconded by: Emma Funnell</p>	(Sarah Cox)	All in favour. Elected Unanimously.	Carried
<p>Election of VP Communications</p> <ul style="list-style-type: none"> • Scott Andrews <p>Nominated by: Dana Holden Seconded by: Sarah Cox</p>	(incoming President)	All in favour. Elected Unanimously.	Carried
<p>Election of VP Planning (Finance)</p> <ul style="list-style-type: none"> • Sarah Cox <p>Nominated by: Gabrielle Castle Seconded by: Sarah Cox</p>		All in favour. Elected Unanimously.	Carried
<p>Election of VP Professional Development</p> <ul style="list-style-type: none"> • Emma Funnell <p>Nominated by: Matthew Kopelke Seconded by: Marthy Watson</p>		All in favour. Elected Unanimously.	Carried
<p>Election of VP National Liaison</p> <ul style="list-style-type: none"> • Stephanie Tudor <p>Nominated by: Emma Funnell Seconded by: Sarah Cox</p>		All in favour. Elected Unanimously.	Carried
<p>Committee Members:</p> <ul style="list-style-type: none"> • Tavia Seymour <p>Nominated by: Dana Holden Seconded by: Stephanie Tudor</p> <ul style="list-style-type: none"> • Marthy Watson 	Incoming President	All in favour. Elected Unanimously.	Carried

<p>Nominated by: Emma Funnell Seconded by: Mathew Kopelke</p> <ul style="list-style-type: none"> Matthew Kopelke <p>Nominated by: Emma Funnell Seconded by: Dana Holden</p> <ul style="list-style-type: none"> Gabrielle Castle <p>Nominated by: Sarah Cox Seconded by: Dana Holden</p> <ul style="list-style-type: none"> Katrina Holmes <p>Nominated by: Dana Holden Seconded by: Matthew Kopelke</p> <ul style="list-style-type: none"> Laura Bonner <p>Nominated by: Sarah Cox Seconded by: Dana Holden</p> <ul style="list-style-type: none"> Joan Cassidy <p>Nominated by: Dana Holden Seconded by: Sarah Cox</p> <ul style="list-style-type: none"> Sam Neill <p>Nominated by: Sarah Cox Seconded by: Dana Holden</p>			
<p>Co-opted Members 2020- Jenny Boyne, Kim Rann, Katrina Hasthorpe</p>	Dana Holden		
<p>Appointment of Administrator in role of Business Manager</p> <ul style="list-style-type: none"> Alaana Sheppard 	Dana Holden	Shay Ryan	Carried
<p>Appointment of Auditor</p> <ul style="list-style-type: none"> Anderson, Munro & Wyllie, under the guidance of Brian Tucker 	Dana Holden	Sarah Cox	Carried
<p>General Business:</p> <p>Adrienne Jones-</p> <ul style="list-style-type: none"> Youth Touring closing, this is a really big change. Drama Queensland is in the process of writing a letter and we applaud this. Worried about Artists. Worried about regional access to live theatre and the arts. Concerned that low socio-economic areas and schools may miss out on seeing live theatre and accessing shows because of this closure. Investigate this further. If you would like to feedback into this email Dana Holden. 			
<p>Additional Information</p>			
<p>Meeting Closed: 7:18pm</p>			

