

ANNUAL GENERAL MEETING 2023
Tuesday 21st November 5.30pm
Stuartholme School

PORTFOLIO	PRESIDENT
NAME/S	STEPHANIE TUDOR

Portfolio Project/Activity Highlights 2023

2023 has been another busy year for Drama Queensland, with the annual State Conference, Odyssey, we also launched our amazing Games Posters at the conference, distributed advocacy stickers to all our members, launched our toolkit resources, has our first toolkit PD, as well as multiple other PD opportunities, publications and social media presence. We have looked at new ways we can engage with our members, forged new partnerships with industry professional, while strengthen old ones, worked to create advocacy materials and never stopped looking at how we can do more for our members.

The committee have worked hard to support members across all areas, from curriculum in P-10 and Senior to regional communication, advocacy, primary groups and more. This combined with a senior syllabus review, planning for implementation of V9 all while still teaching full time, running productions, departments, musicals and somewhere squeezing in their own life.

I usually save my thanks to the committee till the end, but I wanted to start with this because without them, DQ doesn't exist. An organization like this cannot run with one member alone and it is not about a specific person or face. Everyone is always saying teachers are time poor, more overworked than ever and burning out in record numbers. The committee is feeling all of this, but they have still shown up each month. They turn up to give back, innovate, create and share. These people have made me a better Drama teacher, and I value each and every one of them. I appreciate your good humour, your kindness, your passion and your friendship. Can we please give a massive hand to the amazing committee for 2023.

I would like to acknowledge the work of the entire committee, Phoebe Ballard, Chloe Crichton, Jenny Boyne, Marie Ferguson, Justin Gain, Luxanna Henseleit, Katrina Holmes-Blissner, Tavia Seymour, Anna Telford
Emma Funnell
Matthew Kopelke
Katrina Hasthorpe
Michelle Watkins

I also wanted to take this opportunity to especially thank Scott Andrews, Sam Neill, Lucy Harkin, and Alaana Sheppard. Thank you for being my sounding board, my voice of reason when I sometimes want to act without pause, for your good humour, passion for all things Drama, your dedication but mostly for your friendship. I feel very honoured to be part of a exec team that is so enthusiastic and knowledgeable, and I appreciate everything you have done for DQ this year, a lot of it unrecognised behind the scenes. 2023 has been a big year. We have faced some big challenges but it has been so much easier with the four of you at my side. It is not an understatement when I say, I could not have done this without you.

PROFESSIONAL DEVELOPMENT

This year we held our state conference, Odyssey at Stuartholme. Not only was the day a fantastic success with engaging and thoughtful workshops, but this is where we also launched our amazing game posters, thank you to Scott who came up with these, Lucy who helped design these and everyone who submitted games.

Thanks must go to everyone who worked on the conference to Alaana Sheppard our conference manager for whom nothing is ever too hard. You keep DQ running and just added conference convenor to your long list of amazing skills. To Scott Andrews for your organisation, your passion, and your creative thinking. You has such vision for Odyssey and create a space for our member to gather together and learn from each other so thank you. To Lucy who was everywhere on the day, to Sam who took amazing care of our IPs and to Katrina Holmes who filled in any job required and helped everything run smoothly. A massive thank you to all of the participants, DQ committee and presenters. The conference is an all in event and every committee member went above and beyond.

In October we launched our first Toolkit PD, this year hosted at Stuartholme. This PD provided engaging and thoughtful workshops in a primary and secondary stream allowing teachers to engage with Industry Professionals, Academics and expert teachers to reinvigorate their teaching. Thank you to Katrina Holmes for their work in this space and to Katrina, Lux, Tavia, Scott and Lucy who helped out on the day.

We have also started work on the 2024 Conference Kaleidoscope, and we look forward to taking what we learned from Odyssey and continuing the epic journey to bring you a bigger and better conference.

Thanks to Trina Hasthorpe and Katrina Holmes and of course, Scott Andrews for doing such wonderful work in the PD Space.

ADVOCACY

Drama Queensland continues advocacy across a range of forums. This year we have worked tirelessly to support our members and speak for them in the Draft 2 syllabus review. This has included working with a number of our life members and expert educators in this space, holding meeting with QCAA and looking at the best way we can help shape the senior Drama syllabus. This year we have also continued to explore other ways to create advocacy materials, including posters, our stickers and our larger goal to create a wide range of documents and videos for teachers. Thank you for Chloe and Anna who has worked closely with Lucy in these areas.

DRAMA AUSTRALIA

We have been looking at new ways to integrate Drama Archives Project including our podcast, DQ Chats in future.

Thank you to Sam Neill for his work in the Drama Australia Liaison Officer role this year. I also want to thank Dana Holden who has represented QLD as Drama Australia board as Director Of Communications And National Liaison, Julie Dunn, as Director of Communications, Sue Davis as Director of Strategic Partnerships and John Nicholas Saunders who as Drama Australia President. John stepped down from this role and we are so grateful for everything John has done in this space. It has been great to have such strong QLD representation on a national level and we appreciate your passion and devotion to all things Drama. I also want to congratulate
Vice President & Director of ADEM - John Nicholas Saunders (QLD)
Director of Publications - Julie Dunn (QLD)
Director of Strategic Partnerships - Sue Davis (QLD)

MEMBERSHIP

This year, Drama Queensland has attracted a number of members. Our membership has risen to over 300 members. This is a combined effort from all of the committee and the amazing work that they continue to do in all areas.

Vice President of Finance and Planning, Lucy Harkin, has led the Memberships team with new ideas about how we can reach and engage members. This year we continue to build our Drama Queensland Members Facebook page which alongside our public page continues to attract followers and allow us to engage with our regional, rural and remote members, including international. We continue to work on engaging our members, regional, metropolitan, beginning, experienced and everything in between to ensure that we are meeting the needs of all of our members the best way possible. We also have a diverse representation of members on our committee to ensure every member of our incredible association is considered in our decision-making processes. Thank you to Lucy Harkin for all of your work with our members and our social media.

FINANCE

Drama Queensland continues to remain a financially secure organisation. While we are reporting a deficit budget, we continue to gain income from membership fees, sale of our resources, professional development registration and industry partnerships. Our proposed budget is looking at expenditures to ensure Drama Queensland can continue to provide resources, support and PD for our members and working to draw more members back to Drama Queensland. This will be explored further in both our Business Manager's and VP Planning reports.

Thanks to Lucy Harkin for her work in managing and overseeing the budget in conjunction with Alaana Sheppard.

PUBLICATIONS

This year was another huge year for our Publications suite, under the guidance of our Vice President Communications, Sam Neill with DQ News, our new look Journal. With it's second year in its new look DQ News has become a highly visual, easy to read, well edited review of what's on, what we should know, what's hot and where to next. Tavia Seymour and Lux Henseliet must be credited for their excellent and creative work on this. We have also made changes to our journal this year, moving to an online platform. This will assist in back issues of the journal being accessible for all members and ensure that this fantastic publication can be used over again. Thank you to Marie Ferguson who has worked in the journal space with Sam Niell.

Thank you to our Publications team. You have continued to produce resources and articles to connect us to our members and ensure we are providing them with what they need.

INDUSTRY PARTNERSHIPS

The work of Drama Queensland with our Industry Partners to provide advocacy for Drama Education, raise issues, consult and provide feedback, offer guidance and ideas of ways we can work collaboratively to benefit our members is crucial in maintaining, building and acquiring new relationships. Continuing to build relationships with our Industry Partners has been invaluable and helped us to connect our members with the fantastic productions, resources, products and workshops these companies create. We also had great success with our Industry Partners being offer a session to present at the conference as well. Attendance at theatre and arts performances, events, launches and more by a number of our members has also provided invaluable networking opportunities and helped to keep DQ in the forefront of the minds of Industry Partners. Huge

thanks to Alaana Sheppard for her work in this often challenging field who has managed to secure us additional gold partners this year.

Drama Queensland would like to acknowledge and thank our

Platinum Conference Partner: QPAC

Gold Partner: Queensland Theatre, Behind the Scenes, HOTA, Home of the Arts, Shock Therapy Arts, APAC.

Silver Partner: Brisbane Festival.

Bronze Partner: shake & stir, Playlab, Homunculus Theatre Company, Assembly of Elephants, Macrosphere.

I wanted to say a special thank you to Kat Holmes, in her absence. Kat is stepping into a co-op role next year as she welcomes her new baby and adjusts to family life. I want to say thank you to Kat for everything you have done in the PD space this year, for your opinions and wisdom at meetings and your great humour. We are happy that you are sticking around.

We also say goodbye to Marie. Marie has been part of the wider DQ community for years with her work on Drama Australia. Over the past two years Marie has worked in the journal space. She has always been willing to share her passion with us and continues to advocate strongly for the power of Drama both within and outside the classroom. Thank you for all your time and effort. Thank you for everything you have given the committee and the membership. We wish you all the best for your next chapter and hope you will stay in the extended DQ Family.

We also say goodbye to Emma Funnell. Emma has been part of the committee for 7 years and has given so much back to DQ and the Drama education space. Emma, on behalf of DQ and the wider community, we thank you for everything. Thank you for creating amazing conferences where we could gather and share, thank you for always advocating for Arts and all that we do, thank you for sharing your passion, wisdom and knowledge with us. On a personal note, thank you for your humour and friendship. I appreciate your quick wit, your infectious laugh and your kindness. It has been such a pleasure having you on the committee and being able to share this journey with you. You will be sorely missed but we wish you all the best with the next adventure. Come back and visit us. You will be forever a part of the DQ and Drama family. Thank you Emma.

Planning and Forthcoming Portfolio Project/Activities for 2023/2024

In 2024 we commit to supporting teachers with the new syllabus familiarisation, National Curriculum requirements and PD, and keep developing our work in publications, social media and website with a strong focus on advocacy materials. Drama Queensland strives to find ways to engage with Primary teachers, both specialists and generalists to ensure quality teaching and learning across all year levels in the Arts. Our hosting of the 'new look' State conference will showcase the extraordinary talents and skills of educators here in Queensland. We will also focus on digitising the archives and use of our new website.

Lastly, Drama Queensland will advocate with the QAAE and keep working with the QCAA and other stakeholders.

Recommendations for in-coming committee

The major focus for 2023 should be to keep our membership informed, educated and aware of the imminent changes to the Senior Schooling and ACARA education landscape as reviews of both of these curriculum continue their review process and advocating for the subject. It is vital that Drama Queensland be involved in these process to ensure clear, timely communication with our members, professional development in this arena and advocacy from our organization on behalf of our members.

Other specific goals include:

- Continuing to build the website traffic
 - Sharpen the publications suite to ensure no overlap between the variety of publications but also continuing to serve the needs of all members
 - Another highly successful State Conference
 - Examining the PD space to ensure that we are continually providing relevant and useful PDs, including options for recorded workshops
- Reframing the approach to Regional Round Up to increase the number of registrations and delegates in attendance
- Considering the calendar and commitments of the DQ committee members to ensure maximum attendance at meetings and sharing responsibilities across the committee
 - Continue 'induction day' in January where we go over all portfolios and trees of care.
 - Continue to use the 'DQ cheat sheet' with information about committee meetings, management system and other key information about the running of the association.
 - Continue supporting the 'Communities of Practice' across the state by encouraging members to attend meetings organised throughout the state.
 - Work on how to re engage and strengthen ties with primary teachers, including how to work with generalist teachers in the position of teaching the Arts. Focus on PD opportunities.
 - Provide current advice and information through egroup and social media platforms.
 - Proof and edit all DQ publications thoroughly to maintain a high level of quality and professionalism in all of our communications and publications.
 - Ensure publications are released in a timely manner and communication with Business manager, President, Vice President and Industry partners is clear and early.
 - To consistently review and edit the website content to ensure that it is up to date, current and accurate, sustaining its mission as the 'go to' place for all things DQ
 - To continue to grow a valid, informed and respected Social Media presence
 - Reinvigorate our communities of practice to ensure networking and sharing opportunities for teachers across the state
 - To continue to increase our membership numbers by investigating how to make DQ membership highly desirable through exclusive offers, events and opportunities available to members only
 - To revisit the Strategic Plan to ensure that the goals are still valid and achievable and adjusting these and the timeline as necessary

In 2024, the proposal for the committee is to have portfolios which fall under the Vice President roles. These include: Editors for DQ News, Journal, PD committee members, Membership, Advocacy and Website. One or more of these portfolios may belong to one person depending on need and experience. This is at the discretion of the incoming President and in consultation with the Executive Committee.

I move that my President's report for the Annual General Meeting be accepted.

PORTFOLIO	BUSINESS MANAGER
NAME/S	ALAANA SHEPPARD

Portfolio Project/Activity Highlights 2023

GENERAL ADMINISTRATION

ADMINISTRATION OFFICE AND COMMUNICATIONS

Current Details:

Email: admin@dramaqueensland.org.au

Postal address: PO Box 215 Paddington, Q 4064.

Apologies for not being able to attend this AGM in person.

Drama Queensland continues to operate using a virtual office, with the major communication channel being email.

Face to face communication with the Business Manager occurs at professional development events and management committee meetings only. For this reason, email is the preferred method of communication with the Business Manager.

Due to fraud protection laws Drama Queensland has to provide an address that is not a PO Box when managing a merchant facility and online shopping program. As such the Business Manager's address is listed as the registered office for Drama Queensland.

As Drama Queensland does not reside in an office space and is run out of the Business Manager's home, resources and archives are stored in a shared storage box with Drama Australia in Milton, Brisbane. Both organisations share the costs associated with both storage and insurance. In this partnership Drama Queensland pays the initial invoice supplied by Kennards Milton and then invoices Drama Australia for their ½ share.

In 2023 Drama Queensland advised Drama Australia that they will be looking for alternate secure storage options as the storage rental price has increased significantly, whilst stock and documentation is actually depleting. A number of other storage options have been explored, with quotes being obtained by outer suburb storage businesses. Whilst maintaining the security and insurance safety net required for documentation storage, these businesses seem to have lower hire rates.

In the past Drama Queensland stored items at the previous Business Manager's home and prior to that at a University. Unfortunately, due to the safety of stored documents, privacy laws, insurance changes for those storing the items and the ability to access items freely, it was determined that these are not options for Drama Queensland.

A decision will be made in early 2024, with a working party from the Drama Queensland Committee moving all documentation and resources from the storage facility.

Drama Australia has been asked if they would like to continue sharing, however, price discussions, location and size might affect this decision.

FINANCIAL REPORT

The 2022/2023 audit has been completed by Anderson, Munro and Wyllie Chartered Accountants under the guidance of Brian Tucker Accounting. The auditors were satisfied that the financial report accurately reflects the financial position of the association.

In the 2022/2023 financial year Drama Queensland reports a loss from ordinary activities of -\$13,791.74.

As a not-for-profit organisation, Drama Queensland planned to access retained funds in 2022/2023 to support its members and budgeted for a loss of approx -\$25,000 which was approved at the 2022 AGM. The 2022/2022 audit shows a reported loss of less than originally budgeted for.

This loss can be attributed to:

- An increase in pricing across the board in all services we utilise and receive, however, no increase in membership fees or conference rates to offset this.
- Double payments for services during the handover period between the outgoing and incoming conference managers.
- A more expensive and celebratory AGM in 2022.
- A larger conference, which meant services like security, technical set up and running needed to be added at additional cost to the association.

Whilst reporting a loss, retained Profits at the end of the 2022/2023 financial year were \$60,752.04 which places Drama Queensland in a positive financial position as of September 30, 2023.

These retained Profits also is consistent with not-for-profit law which allows associations to retain enough funds to cover any employee's wages and other key expenses if an issue was to arise. However, allocating all other incoming or retained funds to support the membership.

Cash at bank at the end of the financial year was \$72,629.25 with \$325.00 in trade and other assets.

The Trade Debtor amount presented in 2022/2023 was higher than the past and this is due to a number of invoices being issued and remaining open after the financial year closed. These invoices continue to be followed up for payment.

All Trade debtors listed in the MYOB financial program prior to October 1, 2022, will be deleted as these are open invoices and memberships/resources etc were not supplied.

INCOME

The total income for 2022/2023 was \$98, 806.43.

Key income streams for 2022/2023:

- Our State Conference saw income of \$48,780.41.
- Our Industry Partnerships and conference advertising were once gain a key income stream of \$19,545.42.
- Membership fees were also a key stream of income with the association reporting \$22,941.12 across all membership types.

EXPENDITURE

Total Expenditure in 2022/2023 was \$112,598.17.

Key expenditure items for 2022/2023:

Administration costs of \$46,024.00 (which in 2022/2023 saw the combination of both Business and Conference Manger wages, an increase in Superannuation to 11% and included a handover period where double wages/fees were being paid).

Conference Expenses of \$30,452.54 (In 2022/2023 does not include the Conference Manager Fees as per above)

Our annual journal DQ Says, which cost \$2,012.91 to produce and around \$1,500 for postage.

PROFESSIONAL DEVELOPMENT

2023 STATE CONFERENCE: ELEVATE

In 2023 Drama Queensland hosted one of it's largest conferences in history. It was so wonderful to see so many new and returning faces at this event.

ODYSSEY was held at a new venue for Drama Queensland, The Stuartholme School. Survey's from the conference showed that delegates loved the new venue, it's catering and ability to host many great workshops.

The total income for the State Conference in the 2022/2023 financial year was \$48,780.41 and the total expenditure was approx 52,000 (\$2000 was additional handover fees, \$1500 was last minute technical fees for filming). Leaving Drama Queensland reporting a loss of approx -\$3,219.59 for the 2023 State Conference.

RESOURCES

AURELIAN, BOY GIRL WALL AND DRAMATIC ENCOUNTERS

2023 Stocktake:

Unlimited- boy girl wall- Now accessed via Vimeo

1- Aurelian

TBA- Dramatic Encounters

25 Activity Posters x 3- New resource to be counted, with a number gifted and raffled at the State Conference.

In the 2022/2023 financial year Drama Queensland released their new 25 Activity posters. These resources include a poster and access to a list of 25 games per poster. Each delegate at the 2023 State Conference ODYSSEY were gifted one of the posters and a number were raffled off in

prizes. At the conference delegates purchased \$1817.81 worth of additional posters, with sales after the conference totalling \$421.84.

We continued to see a small number of sales of the resources: Aurelian (4 copies + 2 more after the EFY) and Dramatic Encounters (4 copies).

Now delivering through Vimeo Boy Girl Wall saw payments for sales in the 2022/2023 period totalling \$3,361.76. 2/3 of the sale price will be paid to the creatives in the next financial year.

MEMBERSHIP

During the 2022/2023 financial year 261 memberships were purchased through Drama Queensland's online shop and through PD registrations. that membership numbers fluctuate. Drama Queensland reported to Drama Australia a membership figure of 300 which was taken on the census date of June 30, 2022.

CATEGORY	<i>2023</i>	<i>2022</i>	<i>2021</i>	<i>2020</i>	<i>2019</i>	<i>2018</i>	<i>2017</i>	<i>2016</i>	<i>2015</i>	<i>2014</i>	<i>2013</i>
Corporate	9	28	23	33	46	27	56	50	56	59	66
School Individual	-	-	26	28	26	29	-	-	-	-	-
Professional/NJ *			(78)	(84)	(78)	(87)					
Individual	217	186	70	95	40	58	207	154	154	150	175
International Individual	-		0	1	1	-	3	1	1	1	3
Professional Individual/NJ	-	-	53	69	72	65	-	-	-	27	31
Concession	35	17	21	26	27	29	22	19	22	32	31
Professional Concession/NJ		-	3	14	5	3	-	-	-	-	-
Complimentary		6	0	6	1	8	8	8	17	17	17
Life Members	15	15	13	12	12	12	11	10	10	10	9
TOTAL	276	252	261	340	282	289	307	242	260	295	332

MEMBERSHIP FEES

The membership fees in 2022/2023 were as follows:

CATEGORY	2023	2022	2021	2020	2019	2018	2017	2016	2015
Individual members	\$100	\$100	\$100	\$100	\$100	\$100	\$87.50	\$87.50	\$87.50
Professional Individual	-	-	\$144.00	\$144.00	\$144.00	\$144.00	-	-	-
Corporate members	\$325	\$325.00	\$325.00	\$325.00	\$325.00	\$325.00	\$275.00	\$275.00	\$275.00
School Professional Individual	-	-	\$344.00	\$344.00	\$344.00	\$344.00	-	-	-

Student/Concession	\$70	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$60.00	\$60.00	\$60.00
Professional Concession	-	-	\$114.00	\$114.00	\$114.00	\$114.00	-	-	-
NJ Subscription	-	-	\$44.00	\$44.00	\$44.00	\$44.00	\$148.50	\$148.50	\$148.50

As Drama Queensland is registered for GST, membership fees continue to include 10% GST.

ADVERTISING

INDUSTRY PARTNERSHIPS

Drama Queensland continues to manage Industry Partnerships with Theatre and Performing Arts Companies and Venues, Educational Institutions, Service Providers and other organisations, under the Business Manager's portfolio. These valuable and mutually supportive relationships contribute to the organisation in different ways, such as income revenue for the association through advertising packages, in-kind and associated opportunities for Drama Queensland through decreased expenditure for specific items, such as presenter fees and venue hire.

In 2022/2023, Drama Queensland's Industry Partners included:

Platinum Conference Partner: QPAC

Gold Partner: Queensland Theatre, Behind the Scenes, HOTA, Home of the Arts, Shock Therapy Arts, APAC.

Silver Partner: Brisbane Festival.

Bronze Partner: shake & stir, Playlab, Homunculus Theatre Company, Assembly of Elephants, Macrosphere.

A number of other arts organisations and service providers purchased short term and/or one-off advertising through our online publications and trade displays at our conference.

We thank all of our Industry Partners for their continued support of our members and the association.

I would like to propose that my Business Manager's report for 2022/2023 is accepted.

PORTFOLIO	VICE PRESIDENT (PLANNING, FINANCE and MEMBERSHIP)
NAME/S	LUCY HARKIN

Portfolio Project/Activity Highlights 2022/2023

2023 has been an incredibly HUGE year for Drama Queensland. This year wouldn't have been possible without the incredible and tireless work of the exec. Thank you Steff, Alaana, Scott and Sam for all of your support. A massive thanks also to our president Stephanie Tudor, your creativity, leadership and determination to respond to the challenges that are presented has ensured that all members of DQ have been supported and heard.

Thank you to our amazing advocacy team, Chloe, Phoebe, Anna and Justin – it has been a roller coaster of a year but thank you all for your endless energy and creativity in our membership space.

As Vice President Planning/Finance my role continues to oversee the budget and business transactions of the organisation and works closely with the Business Manager. The Vice President Planning also oversees the Portfolio of Membership.

Membership

Drama Queensland is a not-for-profit organisation, and we focus on advocating for Drama educators across our state and in 2023 we have aimed to continue to build upon our numbers through connection with our members both in person and online opportunities. Our members continue to be our priority.

I am happy to report we have seen an increase in membership this year – we reported a membership of 300 in June and currently are sitting at 272. As membership is the driving force of Drama Queensland, we are making several strategic decisions to increase our membership including: a member mail out; a school re-sign campaign; data base updates and a complete overhaul of our website.

A special thanks to Pheobe Ballard for her work with our Regional members. Thank you for all energy and commitment to our Regional members – DQ is lucky to have you working in this space.

Audit

Like in 2022, I am happy to report again that we are in a strong financial position in which our current cash and cash equivalents, as of 30th September, 2022 total \$ 72,629.25. This has allowed the committee to make strong decisions over the coming year, to support our members and advocate our subject.

The Audited Statement of Accounts records a loss of \$13,791.74 for the 2022/23 financial year. As Alaana explained in her Business Manager report this loss can be attributed to our very successful but larger conference, which included double payments for services during the handover period between the outgoing and incoming conference managers.

A full overview of the Audited Statement of Accounts can be read in the Business Manager's 2023 AGM report.

Planning and Forthcoming Portfolio Project/Activities for 2022/2023

Working Budget

Presented is the proposed working budget for 2023/2024. Our budget for the current financial year is based on the association's priorities and strategic decisions.

While we have budget conservatively to align with supporting members, adjustments have been made in this years budget to reflect current costing. This year our working budget will work with a deficit of \$10,120.05. We present this deficit with the knowledge that we have adequate funds to cover this projected deficit and knowing this will enable us to provide our members with relevant and timely resources and opportunities in this changing face of education.

Total projected income for 2023/2024 Financial Year is \$ \$60,290.60. Key parts of this income include our Industry Partnerships, state conference registration and membership fees.

Our proposed deficit derives from our planned expenditure of \$70,410.65 which is key to supporting our members during this 2023/2024 financial year. Key expenditure items include:

- Website redesign and launch: a completely new website is being constructed and will be managed by a contractor. This site will improve our data and improve access to teacher resources.
- New Computer for Business Manager: The Drama Queensland Computer is now older and is running out of internal storage and it's capabilities are not current to support the online nature of the organisation. As this item is an integral part of the running of Drama Queensland it is imperative that the Business Manager purchases a new computer that also includes online support and guidance on how to transfer key business items, in the coming weeks.

Other expenditure items that align with current figures will see a slight inflation as per each financial year.

Membership

As a non-for profit organisation our income is derived from our membership fees. Our Membership fees have not increased since 2018. The committee would like to propose an 15% increase to our membership fees to align with current inflation rates. This increase is due to the yearly rise of general business costs, inflation, allowing Drama Queensland to support it's membership further and supply what they requested in our 2023 membership survey of resources and PDs.

Motion:

After many years at the same price, Drama Queensland will need to increase the membership prices to meet inflation in all other areas of expenditure.

The committee has proposed the following increases (15%):

- **Corporate Membership - \$325 to \$373.75**
- **Individual Membership - \$100 to \$115**
- **Concession Membership - \$70 to \$80.50**

These increases will allow us to cover the rising costs of inflation and to better represent the needs of our membership. If this motion is not passed, DQ budget will need to report further deficit for 2023/2024.

MOTION :

The Drama Queensland membership accepts the proposed increases in membership fees.

Professional Development

Drama Queensland will provide the usual PDs and will also instigate some new opportunities in response to member feedback. Our Professional Development line up will include Subject Report Webinar, State Conference, Pot Luck, and Toolkits . All members will have access to increased resources, including professionally written and published units of work and printed classroom posters.

I would like to take the opportunity to thank in her absence the INCREDIBLE Alaana Sheppard, our Business Manager. Alaana, thank you for answering every silly question I have and thank you for all the work you do to ensure our DQ members are supported. Thank you for helping me learn in this new role. Thank you also on behalf of all members for the huge amount of work you do in the background

Recommendations for in-coming committee

- Create and promoting Drama Queensland Advocacy materials for members to use in school to promote Drama Education
- Ensure that membership continues to grow and is supported by providing members with engaging and worthwhile services, including the DQ Website.
- Continue to examine each professional development opportunity to ensure that PD is cost neutral or makes slight profit.
- Continue to connect with tertiary bodies, looking for opportunities to support students' practicum experiences and beyond.
- Work alongside our industry partners to create exclusive DQ member opportunities.
- Communicate membership increase transparently and support members in accessing members with the price increase

I move that my report for Vice President: Planning, Finance and Membership be accepted.

PORTFOLIO	MEMBERSHIP & ADVOCACY
NAME/S	CHLOE CRICHTON and ANNA TELFORD

Portfolio Project/Activity Highlights 2022/2023

- At the beginning of the year, we began by discussing what advocacy really means in our subject and within our schools. We drew inspiration from resources like VIC drama materials and visual arts advocacy resources.
- To broaden our perspective, we reached out to people from various backgrounds who undertook drama in high school. We wanted to hear about the skills they gained and the impact it had on them.
- Addressing the challenge of "scaling," Advocacy emerged as a crucial element in navigating this. While recognizing that scaling is not going to be a quick fix, we highlighted the urgency of advocating for our subject and its significance in the educational landscape.

Planning and Forthcoming Portfolio Project/Activities for 2023/2024

- Put these discussions and ideas onto paper/video.
- Further interaction with ex-students to hear their stories- making sure we hit a good cross section of society.
- Continue to use and develop our online platforms to engage with members. Creating a content calendar for posts and promoting further engagement from our members.
- Creating specific content online for members to access via our website based on advocacy and curriculum.

Recommendations for in-coming committee

- Create and promoting Drama Queensland Advocacy materials for members to use in school to promote Drama Education.
- Continue to promote and use social media for informal member discussions. Continue to push the DQ members FB page as a discussion page rather than promotion for DQ events.
- Continue to ensure members are engaging in PD opportunities, using member data to tailor make PD opportunities and engage with members about needs and concerns.
- Plan and continue to promote DQ membership within Universities.

I move that my report for the Annual General Meeting be accepted.

PORTFOLIO	REGIONAL/WEBSITE
NAME/S	PHOEBE BALLARD

Portfolio Project/Activity Highlights 2023

I have thoroughly enjoyed my first year on the DQ committee and am beginning to find my momentum within the regional sphere as I approach the end of my first year in Cairns. At the conference this year, I gathered the other drama teachers from my area and had a sit down conversation with them about what support they would like from Drama Queensland. The consensus from this small group was to find connection and then look at PD and workshops for the teachers in FNQ.

I called Ang Gould (a long-standing member of DQ and a teacher at Trinity Bay) who let me know that she had a list of teachers in Cairns, however she was not sure how many were still working. Ang sent out an email correspondence to these teachers asking them to let her know if they were still active and letting them know about DQ's intentions for regional teachers. I discussed these conversations with Lucy, and we decided to begin collecting the names and information of teachers in regional Queensland so we could communicate effectively as well as discovering how many teachers are active and engaged with DQ. Lucy created a Microsoft form which was sent out and advertised in the DQ communications. There were 11 responses from teachers in the Cairns region. Thankfully, I am already connected to ten of these members socially. I have discussed with my school (Saint Augustine's College) about the possibility of hosting a DQ event for Cairns teachers and was given full support.

Planning and Forthcoming Portfolio Project/Activities for 2023/2024

I look forward to the opportunities 2024 will present for the DQ community of FNQ. My priority is offering a social gathering for the teachers to come together and get to know one another. I plan to use this gathering to gain a clearer indication of what these teachers want from DQ for 2024.

Some ideas for events I have are

- Resource sharing, looking at units of work as well as Senior assessment items.
- Screenings of events and PDs to provide to community and interaction. This could be paired with practical activities that align with the activities taking place at these events in Brisbane.
- PD's run by both DQ members and external facilitators (e.g. Members of committee and exec, Shock Therapy, Jason Klarwein)
- Petitioning Theatre companies to tour FNQ more frequently.
- Petitioning QCAA to provide training in FNQ.
- Attending productions that do tour.
- Connecting with teaching artists in FNQ to provide PDs.
- Allowing opportunity for cross-school collaboration and support (Projects, Musicals, Performances)
- Social catch ups either at school or at bars/restaurants across Cairns.
- "Mini-conference" for those unable to fly to Brisbane. Screenings and workshops that take place simultaneously with Brisbane conference.
- A more ambitious future idea is to host the conference in FNQ.

Recommendations for in-coming committee

N/A

I move that my report for the Annual General Meeting be accepted.

PORTFOLIO	VICE PRESIDENT PROFESSIONAL DEVELOPMENT
NAME/S	SCOTT ANDREWS

Portfolio Project/Activity Highlights 2023

The professional development portfolio ran 5 highly successful PD opportunities this year which attempted to address the needs of our members.

Subject Report Webinar

- The year started off with an online webinar hosted by the executive team with the aim of highlighting the key points raised in the subject report.
- Along with that, the executive team each provided insight into options for teaching each of the 4 units and the assessments. This was helpful for members as it showed a varied approach at applying the syllabus.

Primary Teachers Webinar

- Jenny Boyne ran a successful online PD centred around primary educators connecting and sharing resources.
- It generated new membership and highlighted the need for primary drama PD.

2023 State Conference Odyssey

- The yearly state conference continues to be Drama Queensland's main PD event for the calendar year.
- The 2023 conference was held at Stuartholme.
- An exciting new partnership was continued with QPAC and their online video portal.
- Industry Partners were provided the opportunity at a meet and greet function on the Friday night along with space for a marketplace stall on the lawn on the Saturday. Many also took up the opportunity to present a workshop.
- 3 activities posters were developed by Scott Andrews with graphic design by Lucy Harkin. The focus poster was given as a conference gift and the additional two on energy and collaboration offered for sale.
- On the Friday night President Stephanie Tudor opened the conference by welcoming delegates to Odyssey 2023! This was followed by an opening keynote from John Nicholas Saunders on arts advocacy. Tricia Clark-Fookes then presented her research on how teachers are responding to syllabus changes.
- On the Saturday morning Sharon Hogan and Brad Haseman presented a personal opinionated reflection on their thoughts regarding the current state of drama education. This was followed by a panel of teachers who present on arts advocacy in their schools and a primary networking session.
- The day then consisted of 18 workshop which saw an exceptional and diverse line up of content with presenters ranging from teachers to industry professionals to academics.
- The day concluded with an interview with Wesley Enoch and Stephen Carleton launched his book.
- A series of the workshops were recorded and made available of QPAC's new digital streaming service. Various workshop leaders also submitted digital resources which were made available on the DQ website.
- Thank you to all our DQ community who presented on the day and Stuartholme for hosting us!

- A special thanks to the PD team Katrina Holmes-Blissner and Jenny Boyne along with the whole committee for their hard work in the smooth running of the conference. Such an event cannot be possible without you. And thank you to Stephanie Tudor for her on going leadership and commitment to Drama Queensland.
- Congratulations to Alaana Shepherd on her first conference!

External Exam Potluck Webinar

- In term 3 a member only, PD opportunity centred on the external exam attracted good attendance. Hosted virtually, the PD consisted of a presentation and then a round table discussion.
- Resources were contributed and shared to the participants.
- Stephanie Tudor, Scott Andrews, Sam Niell, and Lucy Harkin presented key findings from the subject report and their advice for preparing students.
- Thank you to the executive for their hard work in the smooth running of the event.

Teacher Toolkits PD

- In term 4 Teacher Tool Kits was run at Stuartholme with good attendance.
- The day started with three workshops – The Australian Curriculum V9 presented by Lucy Flook, Power of Poetry presented by Ellie Wilson and Collage Toolkit presented by Anna Telford. The day concluded with a workshop presented by Jason Klarwein and David Burton entitled ‘Where You and I Begin’.
- Katrina Holmes-Blissner should be acknowledged for their organisation of the event. Thank you to Stuartholme for hosting those committee members who presented (Sam Neill, Lucy Harkin, Katrina Hasthorpe) and members of our community to presented on the day.

Planning and Forthcoming Portfolio Project/Activities for 2023/2024

- Plans for the 2024 state conference Kaleidoscope have begun. KALEIDOSCOPE, which by definition is an assortment of seemingly different, disconnected coloured material but when turned reflections are created to show a series of beautiful patterns which reveal different perspectives. The changing landscape of drama education is inevitable, but the way we view, think about and deal with this change is not. Its time take another look and remind ourselves of all the beautiful colourful possibilities which drama education offers our students. Drama offers an engaging aesthetic educational environment where learning is humanised, and students are empowered. A study of drama encourages critical thinking, builds collaborative and interpersonal skills, and develops students’ artistic skills and creativity. Drama is unique and essential in producing well round compassionate young people, ready to take on the world.
- Currently expressions of interests are out, and members, industry partners and life members are encouraged to submit a proposal for a workshop or presentation.

Recommendations for in-coming committee

- Continue to:
 - focus on the development of resources available on the website to meet the needs of our members.
 - offer a member only PD opportunity on the Subject Report & the External Exam addressing key findings from the subject report, teaching approaches, sharing resources and a round table discussion unpacking the texts.
 - offer a yearly conference & a secondary smaller PD opportunity.
 - work with Rachel Rolfe as our graphic designer.
- Investigate further:

- suitable in person and online spaces to host PD events which are cost effective
- other options for PD opportunities for members only
- the merit of offering online professional development verses in person
- the costings of PD events and resource development so that it is cost neutral to the organisation
- how to reach Drama teachers who do not engage in professional development and our regional members
- what our members want from DQ by continually seeking feedback to ensure membership numbers are not only maintained but grow.

I move that my report for the Annual General Meeting be accepted.

PORTFOLIO VICE PRESIDENT COMMUNICATIONS

NAME/S SAM NEILL

Portfolio Project/Activity Highlights 2023

The communications team has done an exceptional job in 2023! Each aspect of the communications portfolio has continued to offer high quality and informative materials for our members. This is due to the tireless efforts and passion from the communication team.

DQ News has been re-vamped and offers our IPs the valuable opportunity to advertise to our members. There has also been a worthy addition in terms of updates from DQ and DA. The wonderful team, Luxanna and Tavia have been wonderful in putting each edition together and continuing to provide the information to our members.

Journal had a re-vamp also with our first digital publication! Marie Ferguson remained journal editor and worked throughout the year to source highly appropriate, engaging, and informative articles which aligned well with our conference theme. I'm sure our members will appreciate Marie's commitment to ensure this year's journal is a valuable resource now and for many years to come. We are excited to share the publication with our members which will be arriving on our website and in email 'inboxes' shortly.

DQ Chats Podcast took a back seat this year as developments elsewhere within the association had more of a focus through advocacy and resources.

Social media (Facebook and Instagram) and the DQ Website continues to be one of the organisation's main and most valued means of wide communication with our members and beyond. I thank our Vice President's, Alaana and of course Website team for their great work in this space.

Thank you to our committee members who were invaluable this year as support on the publications through proofreading.

It has been a pleasure to work with you all.

Planning and Forthcoming Portfolio Project/Activities for 2023/2024

- Finalise the November/December DQ News.
- Continue to update social media.
- Final edit and distribute the journal.

Recommendations for in-coming committee

- Reflect on the consolidating of the communication platforms and productivity of DQ Chats Podcast.
- Brief communication committee members at the beginning of the year to ensure there is an understanding of each portfolio. Facilitate a handover of the portfolios.
- Continue to distribute a publication timeline at the beginning of the year. Send email reminders throughout the year to portfolio committee members to ensure publications meet their deadlines. Email continues to be the best form of non-immediate communication and Facebook messenger for more urgent needs.
- Continue to build relationships with our **Industry Partners** through offering and supporting ways for their 'products' to reach our members. Continue to utilise Alaana as the main point of contact for IPs. Consider different ways in which we can support our Industry Partners through DQ communications.
- Continue to use **MailChimp** for DQ News.
- Continue to use Rachel from Lead Based Ink for the **journal design**.
- Develop the **website** further as a high-quality resource database for members. Source and develop the curriculum resources on the website. Feed presenter materials into the website from the other publications and conferences. Consider different ways in which the website can serve the membership base. Develop a section on the website for advocacy.
- Continue to theme the **journal** with the conference so articles are more easily obtained.

I move that my report for the Annual General Meeting be accepted.

PORTFOLIO	DQ NEWS
NAME/S	LUXANNA HENSELEIT and TAVIA SEYMOUR

Portfolio Project/Activity Highlights 2023

- DQ August was a highlight – so much great DQ material to share thanks to the toolkits, new resources and fantastic PD on offer. Fresh Canva-styled sections added great impact and a more contemporary look. This led to great feedback and us also feeling excited.
- The work done on the website by various members of the DQ team continues to provide excellent links to useful resources, as has the excellent work on tool kits. This was a continued positive response to member feedback sought in 2022 that activities that members can use in the classroom were valued.
- Links to the work that Lucy Harkin does with Social Media has supported a consistent DQ brand message that DQ News aligns with.
- There was an improvement in meeting release dates this year, as team members grew more confident, although this is still an area for improvement. Moving forward

this is the key goal of DQ News so members may receive content consistently and Industry Partners are satisfied with the release of their ads. Having a supportive two-person team remains a big blessing.

- DQ News continues to work effectively as a useful and timely nexus space between members, Industry Partners, Drama Australia and information and resources that DQ provides, this is because the mailout is monthly, content is checked for pertinence and hyperlinks provide direct access to the website for DQ offerings such as events, curriculum materials and the podcast, and direct to Industry Partner for their current offerings.
- As always a very big thank you to Steff, Sam and Alaana for their leadership, contribution to issues and giving us the code for Mailchimp; plus the many other members of the committee who have contributed, but Sam's guidance, in particular, remains invaluable.

Planning and Forthcoming Portfolio Project/Activities for 2023/2024

- Continue DQ news as a quality resource for DQ members, continuing to focus on providing links to resources, industry links, news and professional development
- Finalise the final edition for 2023

Recommendations for in-coming committee

- Featuring resources is contingent on a growing bank of these on the website. When DQ offers PD, ensuring presenters can allow their resources to be shared there is important to secure.
- The fresh, contemporary look thanks to Canva should be continued
- Survey members to get feedback on whether DQ News is remaining helpful and relevant and what members want to see.
- Draft schedule: put alerts in your calendar!
- Pre-do all the month headings for the year
- Continue to maintain a team of two.
- Investigate the Mail chimp authentication factor, as it can slow access to working on the edition.

I move that my report for the Annual General Meeting be accepted.

PORTFOLIO	DQ JOURNAL
NAME/S	MARIE FERGUSON

Portfolio Project/Activity Highlights 2023

- Moved to an online journal for 2023
- Excited to have 4 articles 1) Our school Odyssey: A youth-led community festival for Renewal by Delaney Crawley and Nicole Ostini; 2) Red Leap Theatre's Philosophy of Collaboration by Emma Deakin; 3) Empowering the Entrepreneurs of Tomorrow: Drama skills for success in Business and Beyond by Marie Ferguson; 4) The Climb: Charting the Drama Education Odyssey by Paige Burlace
- DQ journal – Odyssey, out to members in November 2023

Planning and Forthcoming Portfolio Project/Activities for 2023/2024

- Continue seeking submissions early for contributions
- Suggestion to change the word doc of a submission template that would go out to contributors to a Forms or Google doc forms that will outline this process, collect the details from the authors/contributors e.g. like Bios, names, and titles, and actual submission upload have a submission folder that is accessible for DQ committee to access, instead of chasing via in future, or having a portal or space where this can be shared.

Recommendations for in-coming committee

- Although being flexible with contributors timing, having the deadlines in place and friendly reminders to meet these
- Create the shared spaces for contributors to upload, and having it accessible to DQ committee members, in case of an emergency, or if people need to proof-read or edit items
- Continue working with Lead Based Ink

I move that my report for the Annual General Meeting be accepted.

PORTFOLIO	VICE PRESIDENT: DALO
NAME/S	SAM NEILL

Portfolio Project/Activity Highlights 2023

As the 'Drama Australia National Liaison Officer' I have worked alongside Stephanie to represent Drama Queensland in Drama Australia meetings, publications and new initiatives.

I attended all Zoom quarterly meetings, submitting a report of DQ's activities and news from that time. I forwarded important notices, and sent out communiques on behalf of Drama Australia and did so in a timely manner. I have also helped to promote new initiatives from Drama Australia and worked on the development of the Archives project.

Planning and Forthcoming Portfolio Project/Activities for 2023/2024

- Continued correspondence with Drama Australia and engagement of DQ members with DA.
- Continue to disseminate DQ and DA communications to members and to the committee.
- Consult with DA in regard to CML and how we can better use this to assist DQ with advocacy

Recommendations for in-coming committee

- Ensure you read all communication from Drama Australia in a timely manner – pass on all information from the communiques and other important emails to DQ members through social media and DQ News.
- Maintain regular communication with president re Drama Australia matters – combined reports, attendance at zoom meetings, etc.
- Maintain professional liaison with Drama Australia and the state association.

I move that my report for the Annual General Meeting be accepted.