

Minutes

of Annual General Meeting

held 28 October 2017 at Seminar Room A, Coombs Building, ANU Campus, Canberra

In attendance

Registered delegates:

Henry Fitzgerald, ANU Film Group; Hilton Prideux, WEA Wollongong Film Society; Ian Grey, Workshop Film Group; Richard Keys, Workshop Film Group; Alan Duke, Canberra U3A; Graham Seaman, Blacktown Library Film Society; Theresa Huxtable, Illawarra Film Society; Hilton Prideux, WEA Wollongong Film Society; Gary Hovey, Braidwood Film Club; David Hogan, Reel McCoy; Alex Matte, Reel McCoy Film Group; Matt Auckett, ANU Film Group; James Sandry, Reel McCoy Film Group.

Registered proxies:

There were no proxies

Registered observers

There were no Observers

1. Welcome and opening

The president took the chair, welcomed those in attendance and declared the meeting open at 12.30 pm.

2. Apologies

The following apologies were tabled:

Travis Cragg, ANUFG; Lydia Brichta and Roger Swanson, Blacktown City Library Film Society; Kevin Barr, WEA Woolongong; Ross Adams, Lithgow Valley Film Society; Louise Sheedy, NFSA (Guest Speaker).

3. Accreditation of proxies and delegates

Resolved David Hogan - Richard Keys

That all registered delegates be accredited to the meeting.

4. Confirmation of Minutes of Annual General Meeting held 28 October 2017

Graham Seaman pointed out that "Wollongong" had been spelled incorrectly in the minutes. Henry Fitzgerald pointed out that the meeting room had been identified as Room 1 when it had been Room A. James Sandry undertook to make those corrections.

Resolved James Sandry – Hilton Prideux

That the Minutes of the meeting be confirmed.

Resolved James Sandry – Graham Seaman

That when the 2016 AGM minutes are confirmed, they are placed on the website page featuring information from the 2016 AGM and that this policy be continued for future AGMs.

5. Reports

(a) President's report

The president reminded delegates that 2017 was the fifth year anniversary of the AFSF and compared the situation now to the situation in 2011 when this organisation was known as the NSW Federation. He observed that in 2011, the NSW Federation had 40 members and the president at the time had been very concerned about the lack of volunteers. The president observed that in 2017 the AFSF has 58 members. He added the following information:

- This is 1 member less than the AFSF had last year.
- In the last year, 6 groups had folded and 6 groups had started.
- One group had a change of management and decided to get a blanket licence from Roadshow rather than be eligible for a discount via federation membership. He said that he would investigate the conditions and cost of a blanket licence.
- The six new members were: Cinema Club at Anitas from Thirroul, The Sea Breeze film Society from Thursday Island, Dodges Ferry Film Society from Tasmania, South Golden Beach Community Centre from NSW, Sax and Violins Film Society from Adelaide.

The president compared this year's growth to last year's growth when the AFSF had gained 19 and lost 9. He observed that there had been no change of circumstances that would explain this so the difference had to be ascribed to chance. Given that the website was getting more visitors and the committee was getting more inquiries than last year.

The president stated that volunteers for committee positions is always an issue. However, the Committee had more than enough manpower to fulfil its current workload given the administrative software systems it had introduced over the last two years. He asked delegates to consider serving on the Committee some time in the future.

The President recapped the benefits that the AFSF provided to all its members:

- Enabling film societies to get the film group/society discount that Australian distributors provide
- Liaising with distributors and the National Film and Sound Archive
- Dealing with copyright issues
- Helping people start new film societies

The president informed the meeting that Louise Sheedy who had been the Guest speaker was unable to attend and that her presentation would be replaced by a film screening.

The president proposed that the existing schedule of the AGM be modified in the future to avoid the gap between the breakfast in the morning and the start of the meeting at 12:00

Resolved James Sandry – Richard Keys

That the activities on the day of the AGM be reorganised with no breaks.

The President reminded the delegates of the film screening that they would be able to attend that weekend; Valerian and the City of a Thousand Planets (2017), A Monster Calls (2017) and Crimes and Misdemeanours (1989).

(b) Treasurer's Report

The Treasurer reported \$2,156 income and expenses of \$1,132 for the Financial Year producing a surplus of \$1,024.

The balance of the Term Deposit account was **\$13,201.15** and was earning interest calculated at 3.3%. The term deposit will continue to be re-invested in line with accepted practice.

The Treasurer reminded the meeting that the report was based on the last Financial year and the significant expense of the administrative software **\$4,400** fell outside that period and was not included in the report. The Treasurer also reported that:

- There was a mild increase in the operating budget.
- There had been no change to the emergency fund which was untouched.
- The income from membership fees described in the report was for the 2016/2017 Financial Year and did not cover the membership fees that had just been collected for the 2017/2018 Financial Year.

The Delegates examined the report and felt the catering expenses for the last AGM was too high for the service provided.

Resolved Graham Seaman - Richard Keys

That new caterers be arranged for the 2018 AGM

The Delegates noted the \$320 subscription to the Arts Law Centre and discussed whether it should be continued.

Resolved Matt Auckett – Ian Grey

The subscription to The Arts Law Centre for provides a useful service and should be continued until the 2018 AGM and then would be re-examined.

Resolved Matt Auckett - Graham Seaman

That more information on the Term Deposit should be provided at future AGMs.

Resolved James Sandry – Gary Hovey

That the financial statements be received.

6. Communications

(a) Website

The President presented the following statistics

For the fourth year in a row visitors to the website had increased. He gave the following figures:

- In 2014, the website had 2210 visitors
- In 2015, the website had 2456 visitors
- In 2016, the website had 2865 visitors
- So far this year the website has had 4169 visitors

Views (the number of pages that are visited) has also increased slightly to 9325 with an average of 2.2. This was interpreted to mean that visitors did not have to search the website for the information they wanted.

The most popular pages were:

- Australian Film distributors with 2711 visitors
- The home page with 955 visitors
- What are film screening rights with 929 visitors
- About the Australian film Societies Federation with 909 visitors

Visitors are coming from the following countries:

- Australia - 8262
- USA - 436
- UK - 63
- India - 63

The videos of past guest speakers:

Simon Foster, the guest speaker from 2016 had received 47 views

Andrew Pike, the guest speaker from 2015 had received 86 views

(b) SEO of member websites

The president reported that the committee had undertaken a program of linking the AFSF website to the website of member groups in order to improve their SEO. This had been started but not finished and the President said that he hoped to complete contacting all the groups with websites before the next AGM.

(c) Adoption of software

Since the last AGM the adoption of software had concentrated on allowing members to update their details online, setting up the renewal process for members and getting permission from members to be sent invoices for the upcoming financial year.

Members can now change the details that were held by the Federation about their film societies. They could do this through the website which had sufficient security to prevent tampering from unauthorised people or they could be emailed a membership edit link that gave them direct access to an online form. This would eliminate the need to send out renewal forms and because the forms were pre-populated with existing information, they would be much easier for groups to use.

The president reminded the meeting that the new software system connected the online forms, The Xero financial software, the membership database and the Mailchimp software in real time as an integrated system. He explained this was possible due to the use of the integration engine account that had been provided for free by Paul Sarcour of Code Red Solutions who had provided his services to build this system at a heavily discounted rate. He proposed that the committee pass a motion of thanks.

Resolved James Sandry – Henry Fitzgerald

Thanks for Paul Sarcour on his dedication, expertise and generosity which has helped the Federation help its members much more efficiently.

7. General Business

Contact from Australian Council of Film Societies (ACOFS)

The president informed the meeting that the AFSF has received an approach from ACOFS about entering into discussions about rejoining that organisation. The delegate discussed this subject at length as well as the original circumstances that led to the formation of the AFSF.

Resolved Theresa Huxtable – Gary Hovey

That the AFSF's reply be as follows:

Thank you for your invitation for AFSF to join ACOFS. The matter was raised and much discussed at our AGM on 28 October and the members decided not to take up your offer. We believe we are doing very well under our current arrangements. Thank you very much for your interest.

Status of the Non-Theatrical Lending Collection

Delegate raised their concerns about the cost of 16 mm short from the Collection. The President requested that delegates send any questions to him within the next week and he would forward them onto Louise Sheedy who had promised to send information to the Federation via email.

Existing Film Societies that aren't in a federation

Theresa Huxtable observed that there seemed to be a number of film societies that did not belong to Federations.

Resolved James Sandry – Hilton Prideux

That Theresa Huxtable investigate this matter and report back to the committee

8. Election of Federal Executive

All Executive positions were declared vacant. No nominations were received before the meeting. The Chairman invited nominations from the floor. The following were elected to the positions indicated:

President:	James Sandry	Nominated: Richard Keys	Seconded: Ian Grey
Vice President:	Richard Keys	Nominated: Henry Fitzgerald	Seconded: Ian Grey
Treasurer	Henry Fitzgerald	Nominated: James Sandry	Seconded: Hilton Prideux
Secretary	James Sandry	Nominated: Ian Grey	Seconded: Hilton Prideux
Other Officers	Theresa Huxtable David Hogan	(Public Officer)	

The meeting moved a vote of thanks to the outgoing Committee and the incoming committee and this was supported unanimously

10. Closure

There being no further business, the chairman thanked delegates for their attendance and contributions, invited everyone to enjoy following events over the weekend and closed the meeting at 3.28 pm.

*Confirmed as a true and accurate record of the above proceedings. Name of Chairman:
Signature: Date:*