



ANZCA AGM 2020 - Meeting Minutes

Sunday 23rd of August 2020, 11am

Venue: Meeting held online, via Zoom

In attendance:

Eve Gordon (Chairperson)
Michael Armstrong (Treasurer)
Rosalie Ducharme (Secretary)
Imogen Stone (Steering committee member)
Evelyn Coulson (Steering committee member)
Damian Gordon (Steering committee member)
Larry Wong (indiv. member)
Mitchell Pitch (indiv. member)
Jason Butler (indiv. member)
Achmed Abman (organisation member; Circool)
Jenny Ritchie (member)
PT (full name and status unknown)
Zane Jarvie (Organisation member; Colossal)
Matthias Goed (member)
Deborah Pope (organisation member; Awkward productions)
Thomas Hinz (Organisation member; Circability Trust)
Tess Munro-Pedreras (indiv. member)
Jodi Russell (indiv. member)
Eli Joseph (member)
Sophia O'Connor (organisation; Tangata)
Michael James
Regina Hegemann (indiv. member)
Connor Leech (indiv. member)
Rhyanne Vasta (indiv. member)
Ellie May Marshall (organisation member; Black Cat Productions)

1) Welcome

Welcome to everyone attending the meeting. We are holding the meeting this year via Zoom because of the Covid restrictions. We acknowledge all members and non-members who brought us together to this place, showed their support and all those who have been striving to create sustainability to the practice of circus in Aotearoa.

Note that the meeting will be recorded.

2) Chairperson's address

Recap of 2019-2020.

Eve (chairperson) congratulates everyone for making it through this challenging year and for fighting to keep our art alive. The year 2020 is still underway and represents unpredictable times. Eve acknowledges the hard work of the volunteer steering committee during the Covid-19 crisis who met every week or fortnight in the last 6 months and worked hard to improve the systems to run Anzca, to work towards the long-term strategic goals of Anzca, and to respond to the crisis by offering resources to members.

This year has been a year of reflection on the foundations of ANZCA, with the intention to shift the focus outwards to the members in the coming year.

What ANZCA achieved this year:

- We ran and finalized the national census of organisations in Aotearoa,
- We held a full-day workshop in person to review our strategic plan,
- We kept working on the development of our relationships with our Canadian equivalent En Piste, and other New Zealand associations and stakeholders,
- We responded to the global pandemic with measures such as developing h&s resources, holding an series of online hui-hui with industry leaders, and increasing our visibility on social media.
- We tripled the number of ANZCA members in 2020!

Across the country, we realise that it was a difficult year for many organisations who were simply trying to survive, and want to remind our members that ANZCA is here to offer support (within the limits of our resources as a volunteer organisation).

Moving forward, ANZCA wants to remain responsive to the sector's needs by creating resources, guidelines, processes as required. We are planning to be in touch with practitioners and organisations around the country to find out what restarting or continuing looks like for each of them.

We note a silver lining to the current situation, which is that it potentially opens up the opportunity for our NZ circus industry to benefit from.

We have a number of projects that are coming up for this year, including:

- Working on the development of systems to facilitate the creation and delivery of social circus programmes
- Reimagining and reinstating the mentorship programme
- Completing our ethical practice document (Code of Ethics)
- Developing our long-term culture development plan
- A circus history project

3) Nomination for steering committee opens

Nominations are open.

There are 3 vacancies on the steering committee. Eve mentions that there are currently no South Island representation. Nominations (or self-nominations) can be submitted by email at info@anzca.co.nz or by personal message on the Zoom chat.

The presentation of the candidates and vote will happen at the end of the meeting.

4) Treasurer's address; presentation of financials

Larry Wong, formerly a steering committee member, has been filling in the treasurer role as delegated by our official treasurer Michael Armstrong. Larry has been involved actively throughout the year in ANZCA to manage the finances and administration of the organisation, including managing the member database and emails. Larry presented the financials for 2019-2020.

ANZCA is an incorporated society, and is not registered (and don't have to be). ANZCA makes most of the income through member fees (\$35/year for individuals, \$100/year for organisations), and has minimal expenses, which played to our advantage this year.

Summary of the finances in 2019:

- We generated \$2,280 income through membership fees.
- We generated \$1,400 in expenses. Most of it is spent on fees for Xero, our accounting software (including a non-profit discount). The other expenses were mainly for the AGM in 2019 (venue hire and supporting costs), advertising on Facebook for the national circus census, and website hosting fees (Wix).
- We made a profit at the end of the year of \$828.

The finances so far for 2020:

- We generated \$500 of membership fees so far. This is lower than 2019 as ANZCA ran a period of free membership offer to help with the financial impact experienced by practitioners in the circus industry following the Covid crisis.
- Expenses so far have remained similar for the first half of the year. We are expecting these to increase slightly due to the migration of our database onto a new platform (Wild Apricot, which also replaces Wix). We have also migrated accounting software, which will be cheaper. (Reckon, instead of Xero)
- Wild Apricot, our new platform, has many great functionalities which will improve the administration of the organisation.
- We currently have about \$2,000 in our account, which will be covering the slight increase in expenses and lower income expected for 2020.

5) Presentation in more detail of some of ANZCA's initiatives:

o Census of circus organisations in Aotearoa

Evelyn Coulson (member of the steering committee) presented the results of the organisational census. She thanks every individual who filled up the form on behalf of organisations. We acknowledge that the form was very long and difficult to answer, and appreciate the effort made by the people who answered the census.

We had a low response rate (72 respondents) and noted that some questions were confusing to answer, reflected by the completion rate of 46%. Therefore the findings should be taken with a grain of salt.

We had 72 respondents. It is unclear if all respondents are really circus organisations or only include elements of circus, or are NZ-based.

A few highlights (April 2018-2019):

- The most common legal status was a Limited Liability Company followed by Charitable Trust
- Most of the organisations who responded were established in 2013 onwards. The oldest company was established in 1984.
- The majority of organisations have less than \$25,000 revenue
- The most common insurance type held was a general liability insurance or a public liability insurance.
- Total number of public performances across all of the organisations who participated was approximately 1213 (note: not all of these performances were necessarily performed in NZ)
- Most respondents stated that 100% of their creative output was self-funded vs grant, commissions or buy-ins.

- The total number of audience members that saw performances in the circus sector (across the 31 organisations who answered the question) was approximately 245,875 people (note: audience members likely attended multiple shows). (this number is based on how the organisation chooses to record their audience sizes).

Learnings for next time:

- There was a low responses rate which affects the reliability of the results
- The feedback in the comments made it clear that some of the questions were confusing and that the survey was too long
- It was fairly ambiguous who answered the survey so cannot be certain that the results are reflective of only circus companies.

The findings will be published on the website and made available for members.

- **Strategic planning**

Under normal circumstances, the steering committee would present the strategic plan at the AGM for the members. However, the situation with Covid-19 has slowed down this process, and this plan isn't ready to be presented.

The committee is excited to reveal the result of our rebranding exercise: our new logo (designed by Degge Jarvie).

As part of ANZCA's response to the Covid-19 crisis, there will be time spent to investigate the effects of the pandemic on practitioners and organisations around the country and consult with the industry on their needs, so that these findings can be integrated into the review of the strategic plan to better create resources adapted to the situation. We aim to have the strategic plan ready within 6 months.

- **Development of workshops for members**

Following the consultation process with the industry about the effects of Covid, we will be developing a series of workshops and activities that will be aligned with the needs of the industry.

- **Code of Ethics**

Michael Armstrong (member of the steering committee) talked about the process of developing a Code of Ethics.

At the AGM in 2019, we held a brainstorm with the members to find out about the considerations of the industry from an ethics point of view. We noted the importance of the following points for the community:

- Inclusiveness: a welcoming and supportive environment to all (including access of venues and removing physical, financial and disabilities barriers)
- Professionalism: conducting oneself in a matter that does not jeopardize the reputation of the sector or wellbeing of others (including in teaching, performance and creation, and issues such as plagiarism and cultural appropriation)
- Community awareness (safety of the community, reputation of circus, health of the industry, collaboration)
- Upholding the values of the Treaty of Waitangi

In line with this last point, we will be working in collaboration and partnership during the creation process. For this to happen, we will be doing a call for submissions (launching within the next fortnight) to the industry to hear people's thoughts on what this Code of ethics should be covering and in what way it can be written to remain true to the values of the Treaty of Waitangi.

There will then be a consultation process on the draft code of ethics to make sure it represents the community, before we adopt the document.

6) Nomination close, announcing the candidates to the steering committee

Mitchel asked what positions on the committee were opened. Eve replied that candidates who would be elected would be steering committee members. Rosalie clarified that the Deputy chair position was vacant, and that one of the steering committee members would be selected from the group members to fill it in once the election was done.

Mitchel asked what being on the committee involves. Eve answered that the time commitment does vary depending on the needs and events in the industry. Recently, the committee met weekly for about 2 hours each time, and some people take on various projects. Imogen added that the workload varies depending on the projects that the committee is working on and depends on the availability of each member. Time commitment can range from 2 hours (meetings) to 10-15 hours per week when working on projects. Going forward, it is expected that meetings will be held every 2 weeks. Eve also added that the work done is entirely voluntary currently, although there is work-in-progress to request funding for some paid work for specific projects. The committee understands that the availability of the steering committee members can vary and can adapt to this reality.

Due to a technical issue with the ANZCA emails, the nomination period was extended by a few minutes to allow time for nominations to be sent through via personal message in the Zoom chat.

7) Open Conversation

Even mentioned that she found out that Black Cat Productions is working on a research paper implementation of healthcare practice, and would welcome thoughts and contribution to ANZCA following those results.

Thomas Hinz is asking if there are any research projects about the Circus sector underway currently. Eve replied that she wasn't aware of any in particular, but was expecting to find out if there are any while we are investigating in the next few months.

Eve acknowledge Nick Creech who has just stepped down as deputy chair. Nick has been running the online interviews and worked on other projects held during the lockdown and is always a valuable opinion to have during meetings. On behalf of the steering committee, we thank Nick for his involvement.

Mitchel would like to know if the uiui interviews are still accessible. Imogen answered that they are all still available to watch on the facebook page of ANZCA.

Rosalie asked if there are any specific ideas from members of resources that could be offered to them this year that would be helpful. Mitchel expressed interest in workshops about rigging for aerial and about ACC. Thomas Hinz offers to teach workshops about social circus in NZ. Zane Jarvie said it would be useful to have workshops and resources about touring around the country, which Mitchel agreed to, including promotion tips and useful contacts. Mas also mentions via the chat interest about a workshop in grant writing.

Eve talked about the recent meetings with CreativeNZ about circus being recognised as a category in itself when submitting a funding application. A few years ago, CNZ was saying that the number of applications for circus was too low to consider this. Recently, the feedback received by applicants to CNZ mentions a lack of assessors with specific knowledge of circus. Mitchel asks how do people become assessors. Jenny Ritchie answered that it is an online process, and that the next round of selection will be made in January (it is done once per year). Imogen clarified that there is only one big pool of money that isn't split for each art form. CNZ pairs up applications with the best placed assessors to assess the applications. There have been a few submissions for circus assessors sent to CNZ recently, including Jenny Rithcie, Tanya Drewery, and Fraser Hooper. She also mentioned that CNZ is open to conversation, and Mitchel added to this that it is always worth calling them before applying to discuss your specific situation.

8) announcement of the candidates to the steering committee member

There are 4 candidates to the 3 vacancies. Each candidate was named and had the opportunity to introduce themselves and their experience briefly before the vote started.

The candidates were: Jenny Ritchie, Thomas Hinz, Matthias Goed, Regina Hegemann.

9) Vote and Results

Voting Process: 2 identical polls were sent with the names of all 4 candidates: the first to individual members, and the second one to organisation members. This was done to facilitate the counting of the votes, as organisations have 3 voting rights (those results were multiplied by 3 and added to the results of the first poll).

The link to the polls were sent through the Zoom chat to the members. Only people who have a valid membership were able to vote as it was done through the online platform Wild Apricot. The members who were not able to access their account sent their votes directly via personal message to Rosalie (secretary) who compiled the results.

Larry Wong talked about the benefits of migrating to the new platform Wild Apricot which will greatly improve the management of our database and invoicing, and our communication with the members.

The new steering committee members elected are:

- Jenny Ritchie
- Thomas Hinz
- Matthias Goed

The new Deputy Chair selected amongst the steering committee members is Imogen Stone.

Meeting adjourned



