

## Dunedin Folk Club (NEFC Inc)

Minutes of AGM held on 30<sup>th</sup> July 2023 5:35 pm, 80 Lovelock Ave

Present: Carole Stewart (President), Chris Ingle (Treasurer), Kirk Hamilton (Secretary), Bernadette Berry (Immediate Past President), Monica Barkman, Stephen Stedman, Keri Smith, Sam Patrick, Gordon McKay, Alison Wallace, Imogen Coxhead, Denis Gordon, Jean Gordon, Bill & Karen McArthur, Dorothy Browne, Geoff Barkman, Paul Spain, Jo Field, Margie Davis, Jenny Madill, Paul Nelson, Siobhan Dillon, Brian Cox, Jane Campbell, Tom Bolton, Marvin Hubbard, Robert Waddell, Robbie Stevens, Phil Corfield, Pam Morrison, John Birnie, Alan Paterson, Steve Guthrie, Christine Keller, and Christine Burgin

Apologies: Kathryn Olcott, Lindsey Shields, Ronel Hunter, Steve and Katy Abbott, Dave and Chris Cannon, Neil Grant, Mike Moroney, Mike Dillion, and Judy Rodda

**Minutes** from AGM 7<sup>th</sup> August 2022 AGM were circulated and accepted as true and correct  
Moved by Bernadette Berry / Seconded by Steve Guthrie / carried

**Matters Arising** - none

### **President's Report – as read by Carole Stewart**

Although Covid is still out there, it has been great to get back to a new normal with a lessening of the impact of the virus on events. We have however still had some disruption with the odd short notice cancellation but that's something we have to live with. We have enjoyed some fantastic concerts during the year with entertainers from near and far. We are delighted to bring a large variety of music styles into the Club.

It was fantastic to see both of our festivals running this past year with amazing and dedicated teams on board looking after things in the planning and on the ground. More about the festivals later on in the meeting.

We have continued to look at how we can improve the facilities here – without too much impact on the bowling club members – and have spent some funds on new speakers and leads on the stage. Feedback indicates what a good investment that has been.

Speaking of the Bowling Club – I'd like to thank our Keri Smith who worked hard earlier in the year to organise a combined event of bowling, food and music. Unfortunately, I couldn't attend but by all accounts, this was a great day and hopefully can be repeated in the future

We also spent a lot of time (and some more money) on building a new website for the Club and also for the Whare Flat festival. If you haven't had a look – please do, they look fantastic. Huge thanks to Siobhan Dillon, Lindsey Shields, and Core Development for this.

During the year we had some nights where we had a bar licence and we watched how this went when we extended the licence for 12 weeks. We noticed that members were beginning to arrive earlier in the evening and using that time to buy a drink from the bar – or a coffee – chat and catch up with fellow members. With the success of this, we have now put in place a licence for every Sunday until next June so that we can build on that social aspect of our club. Thanks to Bernadette for working hard to get that in place for us.

Time now to give thanks to your Folk Club committee who work tirelessly behind the scenes with administrative, maintenance and procedural processes and to give us our Sunday night concerts. A lot of organisation goes on to make the Club flow along and the dedication of the committee makes it all possible. Please join me in thanking Lindsey, Ronel, Monica, Gordon, Sam, Kirk, Chris, Keri, Ali and Bernadette – all of whom have amazing talents and skills and work together to make our wheels turn. I don't want to spotlight anyone over the rest but would like to personally thank Bernadette for guiding me through the first year of my presidency.

Thanks also to our team of volunteers – too numerous to mention by name – who take turns on the door, in the café, on the sound desk and MC-ing concerts. We couldn't run our Sunday nights without you. We also have our Thursday night team who run a smooth, welcoming and very successful Open Mic night every week. Thanks to Phil Corfield for co-ordinating this and to all on these nights who help out with stage, café etc. Lastly, I'd like to thank Carola Dunbar who comes in each weekend to clean and tidy the rooms for us.

So, I think you'll all agree that the Club is in great shape, and we move forward into another year of making and sharing great Folk Music together.

**Carole Stewart**

30 July 2023

### **Financial Report – presented by Chris Ingle (full report filed)**

This report covers the 2022/2023 period from 01 April 2022 to 31 March 2023.

The Club's end of year bank balance was \$80089 compared to \$85481 last year.

The nett deficit for this period, which is the difference between our income and our expenses, was \$5711.

From a financial perspective, the club relies on the following income streams. There are Club Nights on Thursday and Sunday evenings, and there are two annual festivals.

This year has been another difficult year with the continued effects of Covid on Club Night and Festival audience numbers.

Festival registrations alone were down by \$10000 compared with previous years.

These factors combined with the ever increasing cost of goods and services, especially for the Whare Flat Festival, have caused the deficit.

While there is some crossover of expenses, the individual breakdown of the deficit is:

- Thursday and Sunday Club Nights had a combined deficit of \$197 for the year. Thursday nights contributed an income of \$2370 for the year.
- The 2022 Waimate Winter Festival had a surplus of \$92, which was less than usual, but still a positive sum.
- Whare Flat 2022/23 had a deficit of \$4776 by the time all the invoices were received.

Most of the costs of moving to new premises occurred in the last financial year. There have been two major costs this year:

- Heat pump installation \$800. The actual heat pump was provided by Opoho Bowling Club.
- Hot water installation \$2000 for a new hot water cylinder, piping and repairs to the wall & floor.

In conjunction with our move, we have changed our name to Dunedin Folk Club. A new website was commissioned to replace the old NEFC site which was outdated and not fully compatible with cell phones. The new website also future proofs and protects our online name and presence.

We managed to negotiate a heavily discounted package for the new Club website for \$3450.

Earlier this year we trialled having a bar available on regular consecutive club nights. This provided a more convivial atmosphere and a greater financial surplus to the Club Night stream. It's difficult to separate the bar income from the cafe income but we see it as beneficial to our finances and will be continuing with this arrangement.

Finally, a big thank you to Kathryn for continuing to provide her excellent administrative service, under very trying circumstances. As our administrator, Kathryn creates financial statements, she separates and offers advice on the various income streams, she completes GST reports for the IRD and paperwork for the Charities Commission, and maintains the membership list. Her service is invaluable.

Chris Ingle

Treasurer

Moved to accept Finance Report: Sam Patrick/seconded by Denis Gordon/carried

## **Festival Updates**

**Whare Flat** – Director Stephen Stedman

### **Background**

The organisation of the whare Flat folk Festival 2022/23 essentially occurred across two years as a result of the pandemic situation. This followed on the back the previous festival, which had been successful, but had been hampered by a quite disastrous weather event that resulted in flooding and people being unable to leave the festival at the end. Our relationship with the Scout organisation was tested as there were some frustrations and misunderstandings on both sides about the festival's use of Waiora Camp.

The festival was organised as though things were going to be sort of 'normal' by the time it was due to occur, carrying an understanding that this was unlikely. We implemented extra safety measures and contingencies as we went. 2022 was still very impacted by the continuing outbreaks of the omicron variant of COVID19 throughout the year and this often hampered communication and confirmations with suppliers who were running with fewer staff on hand due to illness. So we spent a more than usual amount of effort going around in circles in the process of organising the festival.

Covid related illness in the community wasn't just restricted to suppliers either.

It impacted our organising committee with several members opting out due to long covid or other illnesses. We lost at least one individual from the organising committee due to the aftermath of the flood and the departure of Bill Morris as festival director. It's fair to say that we lost some momentum due to the cancellation of the 21/22 event.

Leading into the festival the country began to experience a further surge in Omicron numbers, starting in October/November. This affected volunteer numbers and it certainly must have impacted ticket sales. In the immediate run up to the festival we publicised that people should be RAT testing and not attend if they tested positive. We did process quite a few ticket refunds and we did have people say that they couldn't attend because they were unwell or that they didn't want to attend because they didn't want to contract covid. We had quite solid ticket sales though we fell short of breaking even. We were impacted by increased costs across everything we did.

### **Artists**

2022 was also a very difficult year for performers. Playing gigs and touring had ground to a halt and getting going again was problematic because of the lack of certainty about whether a venue would be open and whether an audience would turn up.

Cancellations weren't just confined to festival attendees. Immediately before the festival, one group that had to cancel because they had a member who had contracted covid. This was a sign of things that were about to unfold. Other performers were impacted by Covid as well. We were fortunate that Robbie Stevens was able to pull together a group at short notice. Heading into the festival, we had a full line-up ready to go but it was a quite tenuous situation.

### **Festival set-up**

December 28th, was sunny day and the temperature was over 30 degrees. It was very much the same the following day. This made the physical work of putting up the marquees quite testing, hard work in the heat without a cooling breeze. We had a slightly smaller than usual setup crew who got the marquees in place with the help of Moana House. Volunteers helped with setting up the cafe equipment and moving equipment into Memorial Hall.

An aspect that doesn't help the festival was a change to the way New Zealand now deals with public holidays that fall on a weekend—this means that suppliers can be closed for day longer as the public holidays are observed on the Monday and even the Tuesday afterwards. It's an aspect the festival often has to contend with, depending on how the festival lands on the calendar. This is going to be potentially more problematic from now on due to this change. I couldn't contact suppliers after Christmas as they were observing public holidays for two further days into the week and we had a similar issue at pack up time.

Hirepool delivered two sets of four bay Porta-Loos but informed me on the day that we would need to pick up the smaller units and transport them to the festival site. The time this takes and the number of trips need to be factored into future festivals. Phil Rogers and Robbie Stevens out in a significant contribution to assist with transport.

Simon Bishop was due to arrive from Christchurch with the sound and lighting equipment at around 3pm and we were alerted to the fact that he'd had an accident on the road a couple of kilometres from the festival site at about the time we'd expected him to arrive. The truck had ended up on its side across the middle of the road. Thankfully no-one was hurt though Simon was understandably shaken by events. This had a major impact on the set-up time. We had to wait for police and heavy tow truck to put the truck back on its wheels so that we could then pick up some of Simons equipment off the melted tar. Then decant some equipment from the truck to get the truck into a state where it could be towed up to the festival site. We were very fortunate that Neil Grant kindly made his flat deck truck available. We probably lost something like six hours due to this accident.

It's fortunate that we added an extra day to the set-up time a few years ago. I had contemplated reducing our bookings by one day to save money, but it turned out that without that extra day, we'd have been really struggling to get the festival up and running on time.

December 29 was spent continuing with the set up and fine tuning things so that we were ready for the public. We did have a few issues with getting network to the gate so that we could run ticket scanning and EFTPOS but Sam got this sorted for us without any drama.

### **Attendance**

A slightly smaller number of festival attendees made for a convivial and friendly festival. We were very fortunate have a succession of sunny days which was a relief after the previous flood. The mix of artists worked well and contributed to a good festival vibe both on stage and in other informal activities. Coupled with the hard work of the volunteers in the hall, kitchen, the cafe and bar, I think we ended up with a very successful festival from an artistic and folk community perspective. It was very satisfying to have the festival back up and running.

### **Packing out**

Late in the festival, many participants had started to test positive for COVID, so we ended up with additional issues around packing up and clearing the site. I tested positive and had to leave on the last day so I was running the remaining aspects of the festival from my laptop in my lounge. This included coordinating the rental of a truck to replace the one crashed so that Simon and could return his equipment to Christchurch and working with the team of heads of department to find accommodation for artists had contracted Covid and needed to isolate for some days before travelling. It was all a bit perplexing for a while but most things fell into place without too much difficulty.

### **Financial**

Inflation is having a major impact increased across that past couple of years.

The greatest costs for the festival are the venue hire and the marquee hire, with some other significant costs also contributing. Artists fees add up to a significant cost, but overall each artist or group usually ask for a quite modest fee. The overall cost of running the festival now sits at around \$70,000.

The DCC has been helpful with the processes and the provision of financial assistance through CNZ Creative Communities grants and DCC Events grant funding. Something that has come to light through my involvement in these processes is that the festival is being significantly supported by the DCC compared to other organisations.

A final festival financial needs to be updated but figure that we've come to is a deficit of \$4776.

This takes into account:

- The DCC Grant (\$4359.44) received in May 2021 and carried over to the 2022/23 festival.
- The deposit for marquees (2055.60) paid in August 2021 and carried over to the 2022/23 festival.
- The Emerson's invoice (\$1473.54) received on 14 June 2023 which falls into next year's financial year.

We need to keep costs under control and we need to look at ways to maximise cash flow through

slightly increased ticket sales, review of ticket prices. It would be wise to look for other possible revenue streams. Pivoting the festival into more mainstream music styles introduces a whole lot of other problems and exposure to costs so it seems to me that we should concentrate on making the festival as optimal as possible and not introduce any dramatic changes.

The Festival is most certainly a testament to the work of the volunteers. For the next festival the organising committee is more integrated with the club committee.

I encourage club members to support the next Whare Flat Folk Festival as a volunteer or an attendee.

Stephen Stedman

Whare Flat Folk Festival Director. 30/7/23

Moved to accept Whare Flat Folk Festival Report: Shioban Dillon/seconded by Sam Patrick/carried

**Waimate** - Director Rachel Bayliss

Carole read Rachel's report.

A good number of 80 hardy souls attended this year's festival at Gunn's Bush Camp.

We welcomed the early arrivals on Friday night with home-made soup which went down well. We catered meals on the Saturday and Sunday nights thanks to the local Indian restaurant and Toni's Bistro. The weekend weather was very kind, so we all managed to keep warm and dry.

Some thanks to be made to Steve for his sterling job on sound as usual, Jane & Sally for taking on the Raffle, Caitlin for doing activities with the children, Martin for making the pass tokens, Lily for the artwork on the new banners – which everyone loved!, Gordon & Rosie for organising all the concerts in Vic's absence and Carole for sharing the admin and money tasks.

It was a successful festival for my first time organising. All good humour and lots of great music. Hope to see more Dunedin folkies up here next year.

Rachel Bayliss

There was a small profit for the Festival.

Now to be held on the King's Birthday weekend.

### **Discussion of the Waimate Festival**

Bernadette noted that the number of Dunedin folk members attending the festival are reducing. Although, Vic McDonald was overseas and Tracy and Richard Pettinger were in England and are regular attendees of the Waimate Festival. There is also a clash with the Gold Guitars on the same weekend. Bernadette stated that we will contact Judy Smithern of the Christchurch Folk Club to head the festival in 2024. No one in Dunedin wanted to take over the Festival.

### **Election of Office Bearers and Committee**

There were no contested positions, so the following applies:

President	-	Carole Stewart	(standing)
Treasurer	-	Chris Ingle	(standing)
Secretary	-	Kirk Hamilton	(standing)
Committee			

- (standing)
- Alison Wallace
  - Sam Patrick
  - Keri Smith
  - Bernadette Berry (IPP)
  - Stephen Stedman (Whare Flat)
  - Ronel Hunter
  - Gordon McKay
  - Monica Barkman
  - Lindsey Shields

### **General Business**

Appointment of 1 new Life Member.

The members of the Committee decided that Richard Dingwall would be elevated to Life Member of the Dunedin Folk Club.

Bernadette reminded everyone that the Life Membership acknowledges and pays tribute to a member who has been a very dedicated member and has volunteered generously to the Dunedin Folk Club for a long period of time.

Here are a few of Richard's accomplishments; he is a past President of the Club, he served as a cook at the Whare Flat Folk Festival for many years, he coordinated Celtic events for the Celtic Arts Festival, he aided bringing various artists to New Zealand, he hosted his weekly Folk Digest email which provides details of many musical gigs that are happening in Dunedin and at the Folk Club, and he was a member of the Valley Bluegrass band for many years, and lastly he created the Songwriting Forum that brought many like-minded songwriters together to share their new and emerging songs.

We arranged that Richard could zoom in to be presented the framed certificate, but there were some difficulties. Therefore, the presentation of Life Membership to Richard was filmed and sent to him.

**Any other business** none

Meeting Closed 6:13 pm

Signed \_\_\_\_\_

Date \_\_\_\_\_