

Dunedin Folk Club (NEFC Inc)

Minutes of AGM held on 24th August 2025 6:00 pm, 80 Lovelock Ave

Present: Carole Stewart (President), Chris Ingle (Treasurer), Kirk Hamilton (Secretary), Bernadette Moroney (Immediate Past President), Sam Patrick, Gordon McKay, Tom Bolton, Denis Gordon, Dorothy Browne, Geoff Barkman, Paul and Bridget Spain, Jo Field, Jenny Madill, Paul Nelson, Marvin Hubbard, Robbie Stevens, Phil Corfield, John Birnie, Pam Morrison, Steve Guthrie, Keri Smith, Alan Hansen, Vic McDonald, Lorraine Johnston, Catherine Bullock, Fiona, Neil and Sandra Copeland, Neil Grant, John Dodd, Paul Snyder, Moana Smedley, Margie Davis, Mike Moroney, Christine Keller, Siobhan and Mike, Dillon and Richard and Tracey Pettinger.

Apologies: Judy Rodda, Tony Moore, Kirsten Donald, Bill & Karen McArthur, Kathryn Olcott, John Egenes, Pam & Rob Crosbie, Ali Wallace, Ian & Alison Milne, Lindsey Shields, Monica Barkman, Jean Gordon, Anna Bowen, Terry Ebeling, Kate Vercoe, Dave and Chris Cannan and Stephen Stedman.

Minutes from AGM 25th August 2024 were circulated and accepted as true and correct

Moved by Carole Stewart / Seconded by Marvin Hubbard / carried

Matters Arising - none

President's Report – as read by Carole Stewart

Welcome everybody. What a great year we've had with so many amazing concerts from groups and artists both local and from around New Zealand and even a few Internationals who we're always excited to have visit the Club. It's great to see all the different audiences that these diverse acts bring along and we often get 1 or 2 new members when new people realise what a great Club we have. I'd like to acknowledge the continuing input from John Dodd our Artist Liaison officer who handles all of our bookings. This is a vital and sometimes challenging role. I'd also like to acknowledge Phil Corfield who continues to run our Open Mic night every Thursday. This is a very popular and well attended addition to the Club activities which has introduced several talented musicians into the wider Club.

Our Whare Flat Festival had another successful year. I'd like to thank Stephen Stedman for his dedication over the last 3 years as Festival Director. He has now moved sideways to make room for our new Director – Siobhan Dillon – but is still on the committee sharing his expertise. We'll hear his full report later.

Our committee continues to work behind the scenes, taking it in turns to make sure that our weekly concerts run smoothly. We are always open to suggestions for fun themed nights and special concerts like the recent Amnesty International fundraiser that we hosted with Dorothy Browne. We value our relationship with the Bowling Club and enjoy working with their team to iron out any issues and I welcome their president David Barton here today.

I'd like to now give thanks to your Folk Club committee who work tirelessly behind the scenes with administrative, maintenance and procedural processes as well as taking turns to run our Sunday night concerts. Please join me in thanking Lindsey who looks after our social media and website and is on the festival committee, Monica who compiles and sends you the weekly e-newsletter, Chris who is

our treasurer and gives us quiet and reasoned advice on our finances and more; Kirk, our secretary, Bernadette who is the holder of all of the historical knowledge and also handles our Bar Licences and some of the rosters, and Gordon, Sam, and Tom who busy around the place doing what needs to be done around the building, inside and out and recently erected a large storage shed for us out the back here. We are of course supported by our amazing administrator, Kate Vercoe, who works away in the background handling all payments and memberships and fielding queries.

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. The café / bar team is led by Jenny & Paul who are so dedicated in managing the smooth operation. I think you'd all agree that the facilities are running so smoothly with these managers in place. Our door rosters are managed by Lorraine. Both of these teams have introduced new volunteers to swell the numbers. It's great to see so many people keen to a part of the running of the Club. Thanks also to 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, with concert bookings already coming in for next year and the planning well underway for this year's festival. Just one final note – next year is our Club's 50th anniversary. We'll be pooling ideas of how to celebrate this in fine Folky style. We may try to form a special sub-committee to look at this.

Carole Stewart

24th August 2025

Moved to accept Finance Report: Mike Moroney/seconded by Vic McDonald/carried

Dunedin Folk Club

Financial Report 2024/2025

This report covers the period from 01 April 2024 to 31 March 2025.

The Club's end of year bank balance was \$97740 compared to \$84639 last year; an increase of \$13101 to which all of our activities have contributed.

This year the Club has relied on two main income streams; Club Nights (including Thursday Nights) and the Whare Flat Folk Festival. Previously we managed The Waimate Winter Folk Festival, however this is now managed by the Christchurch Folk Music Club and all proceeds go to that club. The following is a breakdown of the profits generated from the income streams.

Club Nights Surplus	\$6726
Thursday Nights Surplus	\$3491
WFFF Surplus	\$1796
Dance Surplus	\$543

Overall, the Club's finances are in fine shape and will offer us protection from the forces of the current financial environment.

The Sunday and Thursday Night activities provide a steady income, our bread and butter.

A WFF festival surplus is a bonus but it's not the over-riding goal, as the main objectives are for participants to expand their knowledge of the folk arts, to connect with existing and new friends and to enjoy themselves. This festival continues to achieve well in all these facets and I commend Stephen and his group of volunteers for again running a successful festival and managing to walk that fine line in generating a surplus.

While it may seem that our bank account has a healthy balance, we do use the majority of these funds in the days leading up to the festival and before any festival income is banked. Each year, more of our suppliers are insisting on large deposits or full prepayment for their services. Costs increase each year and although we can increase ticket prices, there is a risk of buyer resistance if the annual increase is too severe. Our savings will also protect us in the event of a last minute Covid-type cancellation.

Finally, a big thank you to our Administrator, Kate, for keeping the bills paid, compiling reports and successfully navigating our responsibilities to the Inland Revenue and the Charities Commission.

Chris Ingle
Treasurer

There was a short discussion about the financial report.

Moved to accept Finance Report: Chris Ingle/seconded by Bernadette Moroney/carried

Whare Flat Folk Festival Report: 2024/25 Festival - Stephen Stedman read by Siobhan Dillion

Preparation and set-up

Preparation and set up went smoothly with enough volunteers and an excellent team from Moana House who are always a huge help in terms of the physical effort required to erect the Marquees. We had a change of supplier for porta-loos which saved money and was a more satisfactory solution.

The back stage flooring needs a better solution as it's fiddly to deploy and can be wobbly under foot which is unsafe. The guttering has been a long time issue and we had a more successful set-up this time but it was still fiddly to implement. A forced change of marquee supplier this year may help to resolve this.

Transporting equipment in and out of the site is a significant issue with many trips over the hill to fetch the stage, portable toilets and the fridge trailer etc. It adds up to lots of kilometres, fuel and tyre wear-we need to give this some further thought. Simon again had all of the production equipment delivered and removed via container and this again worked very well. Packing in and out at ground level helped the process go faster.

Sam Patrick again provided the crucial network availability that made the eft-pos function and gave us the ability to use ticket scanning at the gate, It's critical infrastructure. We have a supplier lined up to do this for the next festival

Artists and programme

The mix of artists worked well and contributed to a good festival both on stages and for other activities.

A large contingent from Taranaki added to the excellent festival atmosphere. I again received a lot of positive feedback about the selection of artists and festival activities such as dance, children's programme, orchestra and choir. Our international artist Nigel Wearne presented some engaging performances and was well received. Special thanks go to Lindsey Shields for coordinating artists, To Bernadette Berry for coordinating the dance programme and to Kaitrin McMullen for coordinating the children 's programme.

Attendance

Attendance was slightly down on last year. Revenue was slightly up due to a small price adjustment and the mix of tickets sold. It can be difficult to gauge exact numbers given the mix of full festival and day tickets sold. We had a more accurate head-count at the gate though this still needs a little more work. This is important for Health and safety compliance and data that we use for grant applications and the required reporting.

Packing out

Pack out was unpleasant and awkward due to the persistent rain. The position of the production container needs to be shifted to avoid the water funnelling off the Marquees. Happy Hire arrived early but our packing work was incomplete due in large part to the rain. We need to look at volunteer retention for the pack-out. The production container was lifted away in good time. One of the onsite containers is empty except for one item and is ready to lift out.

Festival attendees decamped a little more promptly than last time. They again left too much rubbish behind. Our waste minimisation crew had planned well and this helped the clean-up.

Financial

Inflation continues to drive up the cost of running the festival. The greatest costs for the festival are the site hire and the marquee hire, with some other significant costs also contributing. The cost for the building consent for the marquees has increased, artists' fees add up, but overall each artist or group asked for a quite modest fee. The overall cost of running the festival now sits at around \$68 to \$72k.

The DCC continues to be very helpful and supportive with guidance through processes and the provision of financial assistance through CNZ Creative Communities grants and DCC Events grant funding. The festival is being well supported by those DCC grants and the next festival enjoys similar support. I don't think it's safe to assume this will always be the case.

The spreadsheets tell us festival made a profit of \$2243.00 which is a very slim margin indeed. This reflects fewer ticket sales than anticipated despite extra efforts to promote the festival. I kept a tight rein on expenses. It is essential that HODs don't make purchases that aren't budgeted for or exceed budgets, wherever possible. Costs will continue to be a challenge.

From my perspective it was a very successful festival in terms of how it operated as an artistic and folk community event. It's satisfying to experience a festival that rolling along nicely without major issues. The next festival presents an opportunity to look at how we might further develop our audience to get the attendance up.

The success of Whare Flat Folk Festival is always a testament to the work of artists, volunteers and the heads of the various departments. Key people demonstrate dedication and put a lot of effort into making it work. Succession planning needs to be a focus for the future. I again urge club members not to take the efforts of festival volunteers for granted and I encourage club members to support the next Whare Flat Folk Festival as a volunteer or an attendee.

Every single role is critical to the festival's success and also to its future. A big thank you to everyone that made it happen.

Some departmental reports tabled with this report.

Stephen Stedman

Moved to accept Whare Flat Folk Festival Report: Moved by Carole Stewart and 2nd by Denis Gordon and carried.

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)	-	Bernadette Berry (Immediate past president)	
•	•	Gordon McKay	
•	•	Monica Barkman	
•	•	Lindsey Shield	

Sam Patrick and Tom Bolton are stepping down from the Committee as of the end of this AGM.

Steve Guthrie (nominated by Kirk Hamilton) and Pam Morrison (nominated by Lindsey) Shields have been nominated to join the Committee. Steve and Pam were unanimously approved by the members attending the AGM.

Artist Liaison: John Dodd

Administrator: Kate Vercoe

Festival Director: Siobhan Dillion

Acknowledgements

Sam Patrick – Many thanks to Sam for his amazing work at the Club with many projects through the years he has served on the Committee. He has kept the EFTPOS system working at the Club and during the Festival. He has liaised between the Folk Club and the Bowling Club on the physical work on the building. He was instrumental in arranging and building the shed with assistance from Gordon McKay and Paul Nelson.

Tom Bolton – Many thanks to Tom as he has brought a different perspective to the Committee from his musical experiences in Australia.

General Business

Mike Moroney told all that we should be very proud that our Dunedin Folk Club is the only Folk Club in New Zealand that has two music nights a week with the Open Mic on Thursday and the Sunday Concert. Most Folk Clubs only have one Club night per month.

Any other business none

Meeting Closed 7:14 pm

Signed _____

Date _____

