



Bendigo Easter Fair Inc

Annual General Meeting – Minutes 28 August 2003

Meeting opened at 6.10pm

Welcome to everyone including life members Violee Davey OAM and Norm Quin.

1. Attendance

Members:- Violee Myer-Davey, Norm & Gloria Quin, Fay & Doug Buerger, Michelle & Geoff Cartwright, Peter Davey, Ken Deveraux, L Doyle, Warwick Farman, Bruce & Sally Fraser, Ken Gilchrist, Roger Huthnance, John Krakowiuk, Marlene Quay, Rosalie Rogers, John Sparkes, Kym Smith, David Wright, 2LT Wayne Polgaise (ACC) Helen Yorston

Guests: Lynda Newton, Marg Ashman, Fred Meehan

Apologies

Simon Mulqueen, Brett Henderson, Louisa Hunt, Steve Gibbons, Keith Sutherland, Helen Bruinier, Barry Ackerman, Jo Haythorne, Gwen Bloomfield, Bendigo Youth Choir, Mark Lewis and Toni Riley.

2. Minutes from the Previous AGM Meeting

Motion :

"That the minutes from the previous AGM meeting (2002) are a true & correct record of proceedings "

Moved: John Sparkes

Seconded: Michele Cartwright

Carried

3. Presidents Report: Presented by Fay Buerger

Presidents Report for AGM 2003

I'd like to thank our sponsors, without your generous and loyal support the Easter Festival would not be possible. With your ongoing support we plan to continue to grow this premier Bendigo and Regional Victorian event.

As you all know, the BEF has been troubled financially over the last few years. Last year the Public Liability more than doubled from \$30,000 to \$64,000. In 2004 it is tipped to rise to over \$75,000. Under this scenario the festival's insurance costs will almost equal the annual running cost of the Festival. At present we have a \$40,000 overdraft facility, which is generously underwritten by Council. We have drawn on this facility to cover the running costs of the Easter Festival and maintaining the office and staff.

The current financial arrangements of the Easter Festival are not sustainable and your Committee has been working with Council on a strategy to address this. At a Special Meeting on the 24th July I presented *The Agreement* between, Bendigo Easter Festival and the City of Greater Bendigo Council in which we come under the umbrella of Council under Section 86 of the Local Government Act. Such an arrangement means the Public Liability policy of Council covers the BEF, its staff

and it's volunteers. The Committee strongly endorsed the arrangement and members present at that meeting voted in favour. For *the Agreement* to be entered into, changes to the Bendigo Easter Festival Statement of Purpose had to be agreed upon, and due to an oversight, insufficient notice was given for this making it necessary to present the same proposal to the members at this meeting.

The City of Greater Bendigo Council has been enormously helpful and generous leading up to, and since the last Festival, and we thank them for their help and cooperation in getting the BEF to this stage of development. Council paid part of the public liability for the 2003 festival, as the BEF did not have the funds to cover all the installments. As well as this, they provided further financial as well as in-kind support. The Council have shown respect for the autonomy of the Festival Committee and staff by their actions during the organisation of the 2003 Festival and in the negotiations leading to the *Agreement* presented here.

Being under Councils umbrella significantly reduces the overhead cost of putting on the festival allowing more sponsorship dollars to be spent on the event. It also opens up enormous avenues of expertise, knowledge and experience which can only enhance the running of the Festival. Being under Council will also ensure continuity of staff to run the day to day operations of the Festival, this is critical to a successful event. We have had recent experience where staff and committee members have left in the months immediately before the Easter Festival because of the uncertainty, placing an unfair burden on those left behind. A stable financial and governance environment as proposed in the *Agreement* with Council, will help remove the uncertainty and provide stability in staffing and direction.

I, and your committee believe that if the Festival is to survive and prosper then going under the Council's Section 86, so public liability is not an issue, and part of Councils contribution to the BEF is, to pay the salaries of the staff, the only viable option open to us is to accept ***the Agreement and move forward.***

Peter and I have visited all our major sponsors and have kept them up to date with the progress with Council. All have been very supportive of this move. We lost some larger sponsorship before and since Easter and now Peter, Claire and your committee are working hard to increase the sponsorship of 2004 Easter Festival.

4 Notice of Special Resolution

The president Fay Berguer called on Rosalie Roger the BEF Vice president to put the Motion before the members

1. *To approve the proposed new structure for the continuing conduct of the BE Fair Inc (see the attached Agreement from Council) of which a copy that was sent to you with the notice for the AGM.*
2. *The current Statement of Purposes of the incorporated Association amended as follows: The purpose and role of the BE Fair Inc. will be:*
 - A. *To act as the promotional, marketing and fundraising body for the conduct of the Bendigo Easter Festival.*
 - B. *The incorporated Assoc. shall not have any role in respect to the day to day operation, running or conduct of the BEF. Such roles will be undertaken by an Advisory Committee (established, pursuant to Section 86 of the Local Government Act 1998) in accordance with the Agreement entered into between the City of Greater Bendigo and the Advisory Committee.*

Moved: Rosalie Rogers
Seconded: Norm Quin
Carried

5. **Presentation of Committees 2003 Annual Reports**

- Presentation of Annual Report (Red Booklet)
Presented by Fay Buerger
- Easter 2003, Event Report
- Presented by Claire Peters, Events Coordinator
- Financial Report 2002 –2003, Auditors Statement
Presented by Peter Robertson, Manager
(Financial Statement attached at end of minutes.)

Motion:

"That the Annual Report, Events Report & the Financial Report including the Auditors Statement be accepted."

Moved: Roger Huthnance

Seconded: Norm Quin

Carried

6. **Nominations and Election of Officers of the Association and of the Ordinary Members of the Committee:**

Fay Buerger vacated the chair and Mr David Wright chaired the election of Officer bearers.

Nominations received:

President: 1 nomination received
Fay Buerger -duly elected

Vice President: 1 nomination received
Rosalie Rogers -duly elected

Treasurer: 1 nomination received
Ken Gilchrist -duly elected

Secretary: 1 nomination received
Helen Yorston - duly elected.

Nomination received – Committee positions

Peter Davey, Geoff Cartwright, Toni Riley, Michele Cartwright
All duly elected.

2 vacancies remain:

Chair requested nominations from the floor:

Roger Huthnance

Nominated Fay Buerger

Seconded John Spark

Nomination accepted and carried.

One vacancy still remains.

7. **Nomination of an independent auditor for 2003 –2004 financial year**

Auditor Quote: Seeber, Washington & Robertson

Moved: Norm Quin

Seconded: Michele Cartwright

8. **AGM meeting** closed 7pm

9. **General Information regarding:**

- Outline for the 2004 Festival (presented by Claire Peters)
- Question /comments.
- Fire brigades not happy with their results for this years event.
Meeting needed to resolve these problems and plan for 2004.

Light refreshments were served following the discussion time.

OUTLINE OF 2004 FESTIVAL (THINGS TO COME)

Ten weeks out from the Festival is hardly the greatest time to take over its running. Peter Robertson and I were given a daunting task but also a fantastic opportunity. And that was, to be involved in one of country Victoria's premium tourism and community events.

From the perspective of two out of towners with a love of history and entertainment, the Bendigo Easter Festival offered a touch of everything we were passionate about, including wine and music.

From the point of view of the coordinators of this event we have seen that it is imperative for this festival to become financially self-sufficient. With its amazing history, community support and assured visitor base of over 100,000 people, most organizers would rub their hands together, believing they were sitting on a gold mine – which of course in Bendigo we are, in the truest sense of the word.

Next year we are faced with the inevitable outcome that we will have to ticket the Festival. We believe that although there may be initial resistance, most followers of the Festival agree that this change needs to be made.

Along with the tickets will also come a new colour to the Festival – more music and art, more workshops, more showcasing of everything this town has to offer. After one initial cost at the gate, all activities will be free.

Activities such as a film festival – with children's and adults films, both entertaining and provocative, a kids make up marquee – for all the hundreds of young children who love having their hair sprayed and twisted, their nails painted and their makeup liberally applied. A lolly-making stall – where we can watch boiled lollies being twisted and coloured as in times past, a youth competitions area – a place where the youth are invited to feel that they are part of our community and are encouraged to show what they are good at, a wine and food area – for those of us who love to sip the regions fine wines and taste exotic foods and delicacies, dancing exhibitions – where nearly every type of dance will be displayed and work-shopped for those keen to get up and be involved, a latin Dance street party – on Saturday night where traditionally Festival goers find something to entertain them away from the Festival, we will provide a touch of Spanish music to raise temperatures and make you salsa.

a country rock night – after our fireworks, when so many are in town and in a party mood, we feel it would be a great opportunity to offer a party where 50's rockers and bootscooters set the street jumping. On Monday after our parade we will have a giant auction, to raise money for a chosen cause and of course we will have our time-honoured events; the torchlight parade – with more lights and decorations; fireworks – with possibly a new position and display, the day at the lake – displaying everything you have ever wanted to know about water and water conservation and the gala parade – with a whole new perspective and a theme of 'Celebration.'

Next year, like our logo, we put on a business face. We are the custodians of an event that showcases a town with an amazing history and culture. Few communities could sustain a Festival like this one for 133 years and still attract such a diverse group of visitors.

We hope that with 12 months and not ten weeks we will be able to produce a Festival that this town will be excited by. That will attract visitors from all over Australia and eventually become a destination for anyone, world wide, looking for entertainment that only Bendigo Easter Festival can provide.



AGENDA

Bendigo Easter Fair Inc. 2003 Annual General Meeting

Notice is hereby given that the Annual General Meeting of the Bendigo Easter Fair Incorporated for 2003 will be held as follows:

Time: 6:00 pm
Date: Thursday 28th August, 2003
Venue: CD&E Meeting Room
Bendigo Public Library Building
251 - 259 Hargreaves Street, Bendigo

- 1. Welcome, Attendance sheet, Apologies.**
- 2. Approval of previous Annual General Meeting minutes**
 - 4th September, 2002 (attached)
- 3. Presidents Report - Fay Buerger**
- 4. Notice of Special Resolution/s Altering the Bendigo Easter Fair Inc. Statement of Purposes or Rules**

At the 2002 Bendigo Easter Fair Inc. AGM, a Special Resolution was agreed upon by members to replace the existing 'Statement of Purposes' with a 'Mission Statement' and a 'Business Role' to better reflect the future direction of the Bendigo Easter Fair Inc. (as stated below)

OUR MISSION

"To provide a dynamic event of national and international significance during Easter"

OUR ROLE

- 1. To provide major events with a tourism focus during Easter, in a community environment**
- 2. To promote Bendigo**
- 3. To facilitate and enable community groups to raise money**

Nominations received - Committee positions x 6

**Peter Davey, Geoff Cartwright, Toni Riley, Michele Cartwright
2 vacancies remain:**

7. Nomination of an independent auditor for 2003 - 2004 financial year

8. AGM Meeting Closed

9. General Information/discussion

- **Outline of the 2004 Festival**
- **Questions/comments**

10. Supper



AGENDA

Bendigo Easter Fair Inc. 2004 Annual General Meeting

Notice is hereby given that the Annual General Meeting of the Bendigo Easter Fair Incorporated for 2004 will be held in Bendigo as follows:

Time: 6:30 pm

Date: Thursday 26 August 2004

Venue: Events Meeting Room, Cultural Development & Events, 259 Hargreaves Street

- 1. Welcome**
- 2. Apologies**
- 3. Approval of previous Annual General Meeting minutes**
28 August 2003 (attached)
- 4. Presentation of the 2004 Committee's Annual Reports:**
 - 4.1 President's Report
 - 4.2 Treasurer's Report
- 5. Declaration of all positions vacant**
- 6. Appointment of David Wright as Chair for the election of the Committee**
- 7. Nominations and Election of Officers of the Association and of the Ordinary Members of the Committee**
 - 7.1 Nominations received for Officers x 4
President:
Vice President:
Treasurer:
Secretary:
 - 7.2 Nominations received for Ordinary Members x 6
- 8. Nomination of an independent auditor for 2004 - 2005 financial year**
- 9. Close of AGM**

General Information/discussion

- **Launch of Membership/Sponsorship Drive and Theme**
 - **Outline of the 2005 Festival**
 - **Questions/comments**
-

Please join us for tea and coffee at the conclusion of the AGM

Agenda AGM Bendigo Easter Festival 2003

1. Welcome to you all and thank you for attending the AGM. A special welcome to Violee Davey OAM and life member and life Member Norm Quinn and I would like to thank you both for your support.

The Committee present are, Vice president Rosalie Rogers, Secretary Helen Yorston; Treasurer Ken Gilchrist; Committee members Toni Riley and Geoff Cartwright; Council representative Jan Boynton; BEF Manager Peter Robertson; and events coordinator Claire Peters.

2. Apologies are: Brett Henderson.

If you have not signed the attendance list, please do so. It is on the table at the back of the room.

3. Approval of 2002 Annual General Meeting Minutes; Would some one present at the last AGM like to move that they be accepted: Seconded: All in favour: Against: Carried.

4. Presidents' report;

:

5. Notice of Special Resolutions altering the BE Fair Inc. Statement of Purpose and Rules.

At the 2002 BEFair Inc. AGM, a special resolution was agreed upon by members to replace the existing *Statement of Purposes* with a *Mission Statement and a Business Role* to better reflect the future direction of the BEF Inc. as stated below.

The Mission was: To provide a dynamic event of national and international significance during Easter
The Roll was

1. To provide major events with a tourism focus during Easter, in a community environment
2. To promote Bendigo
3. To facility and enable community groups to raise money.

6. The current 2003 Committee of Management of the BEF Inc wishes to recommend that the following special resolutions be adopted by the members.

I'd like to call on Rosalie Roger the BEF Vice president to put the Motion before the members

1. **To approve the proposed new structure for the continuing conduct of the BE Fair Inc (see the attached *Agreement* from Council) of which a copy that was sent to you with the notice for the AGM.**
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 - C. **(Rosalie to put the motion to the members. Seconded by Norm Quinn. Rosalie to talk to the motion, the reason why we should)**

President; The motion put by Rosalie and Seconded by Norm Quinn to recommend that the special resolutions be accepted by the Members. Has any one any comments? or wish to speak against the motion?

All those in favour; against; carried.

7. Presentation of the Committee Reports

- Annual Report
- 2003 Events report by Claire Peters
- Financial Report - 2002 Auditors statement Peter Robertson