

Friends of IVFDF AGM 02/03/03

Present

Ian Thompson (IT) (Treasurer – chair of meeting)
Ann Parker (AP) (Secretary)
Christina Pritchard (CP) (and Theodore – non member)
Lizzie Conder
Brian Kingett (BK) (Info point)
Rhona Kingett (RK)
Mandy Spivey (MS)
Andrew Swaine (AS)
Bob Baldwin (BB)

Apologies

James Williams (JW)
Nora Mogeys (NM)

Chair's Report - James Williams

Firstly I must offer my apologies that I cannot be present at the AGM and for what would have been my 20th year in a row at IVFDF. I know it's bad for the Chair not to attend, but I do have what seems to me to be a reasonable excuse. Hazel needs me around to help with Alexander for as long as possible and I have a flight from Stanstead tonight to Montpelier. The timing of the flight and the AGM simply don't fit together.

Enough of that. It's been a mixed year for the Friends. Ian and Ann will summarise details of finance and membership I'm sure, so I won't tread on their toes except to thank them for all the work put in. Thanks also to Nora, Ian and Brian Q for their work on the website and Adam and Andrew for their work on the flyers and spreading the word that Friends is a good thing.

I think this year has been one of consolidation. I particularly want to acknowledge receipt of funds from Cambridge which has given the underwriting fund a flying start. Thank you Cambridge for this vote of confidence. However we need to follow that with some growth, particularly in terms of membership.

I regret to say that, due to personal circumstances, I have not been able to give Friends the attention it deserves. Moreover I am afraid that I am unlikely to do so in the near future as I find myself spread thinly between a variety of interests. Therefore it behoves me to consider my position. Whilst I will be sorry to stand down, I think it is probably for the best and therefore I wish to offer my resignation as Chair. I am happy to continue as an ordinary member of the committee if you wish me to, but I do not wish to stand in the way of anyone with a yen to press Friends forwards.

A vote of thanks was made to James for his work as Chair.

Treasurer's Report – Ian Thompson

<u>Ticket Subsidy Fund</u>			<u>Administration Fund</u>			<u>Underwriting Fund</u>		
2001-2002			2001-2002			2001-2002		
Income			Income			Income		
Memberships			Memberships			Memberships		
20	£2	£40.00	20	£2	£40.00	20	£2	£40.00
Ticket Monies						Bank Interest		£0.26
5	£16	£80.00				Member Donations		£115.00
T-Shirt Monies								
8	£6.50	£52.00						
		<u>£172.00</u>			<u>£40.00</u>			<u>£155.26</u>
Expenditure			Expenditure			Expenditure		
Ticket Purchases			Stationary		£13.28	NIL		
5	£18	£90.00	Flyers		£102.93			
T-Shirt Purchases			Stamps		£2.28			
8	£6.50	£52.00						
		<u>£142.00</u>			<u>£118.49</u>			<u>£0.00</u>
Balance		£30.00			-£78.49			£155.26
2002-2003			2002-2003			2002-2003		
Income			Income			Income		
Memberships			Memberships			Memberships		
Single 27	£2	£54.00	Single 27	£2	£54.00	Single 27	£2	£54.00
Joint 5	£4	£20.00	Joint 5	£2	£10.00	Joint 5	£4	£20.00
Ticket Monies						Bank Interest		£0.69
5	£18	£90.00				Member Donations		£62.00
		<u>£164.00</u>			<u>£64.00</u>	IVFDF 2001 Donation		£692.00
								<u>£828.69</u>
Expenditure			Expenditure			Expenditure		
Ticket Purchases			Flyers		£4.16	NIL		
5	£20	£100.00	Stamps		£5.13 *			
		<u>£100.00</u>			<u>£9.29</u>			<u>£0.00</u>
Balance		£94.00			-£23.78			£983.95

AP proposed vote of thanks for Ian's work as Treasurer

Secretaries Report – Ann Parker

Those members joining just before IVFDF last year are included in this year's figures.

Last year membership	19 (3 unofficial joint)
Members not renewed	11 (one transferred to joint)
New Members	18 (3 new joint memberships)
This year's membership	26 (4 joint)

Membership Fees

Fees to be retained at current level. Proposal RK, Seconded LC. Passed unanimously.

Financial Policies

IT produced a series of financial policies. The meeting recommended a few amendments to these policies. The amended proposals are as follows:

FoIVFDF Accounting Policies

1. Administration

- a) That the treasurer maintains a current and deposit account.
- b) That two signatures be required for all account withdrawals and one for any inter account transfers.
- c) That there be at least 3 appointed signatories to the accounts who are not related/cohabiting/married to each other.
- d) That the deposit account contain all monies relating to the underwriting fund and that the current account contain all monies for the administration and ticket subsidy funds
- e) That IVFDF Information Point shall not under any circumstance be a signatory of the account.
- f) That the Treasurer submit accounts of FoIVFDF (or a summary of accounts) for inspection to the AGM once a year.

2. Membership, Fund Division and Distribution

- a) That the level of the membership levy be determined at Annual General Meeting each year.
- b) That membership (currently £6) be divided in 3 equal ways into ticket subsidy fund (currently £2/member), administration fund (currently £2/member) and underwriting fund (currently £2/member).
- c) That all interest from both accounts be paid to the underwriting fund (deposit account).
- d) That all donations go to the underwriting fund unless otherwise specifically stated by the donor.
- e) That money from the underwriting fund cannot be transferred to the administration fund or the ticket subsidy fund.

3. Underwriting

- a) That the recommendation as to the level of underwriting be determined by the Friends Committee each year on the basis of the funds available in the underwriting fund, but be in the region of between a third and a half the total sum of the underwriting fund each year.
- b) That, as per the FoIVFDF constitution, an IVFDF Representatives Meeting has final say over whether the amount previously determined is given an instance of the festival for the purposes of underwriting a limited loss.

4. Changes and Dissolution

- a) That changes to these polices be made at a General Meeting of FoIVFDF on a majority vote basis.
- b) That deviations from this policy are agreed by the committee and reported at the next General Meeting.

IT proposed these amended polices be accepted by the society. CP seconded. Passed unanimously.

Constitutional Changes

Discussion took place of constitutional changes which will be needed in the future.

Are we meeting our aims?

Discussion took place on how we were meeting our aims. IT expressed concern that most of the money in the underwriting fund was from individual donations, and therefore not generated by the friends as such.

Underwriting for Future Festivals

IT proposed we offer underwriting of up to £400 for both Exeter and UEA, subsequent upon ratification by an IVFDF reps meeting, and providing that they submit a budget at our request. Seconded by AP. Passed unanimously.

Election of Officers

Chair – Ian Thompson – Proposed RK, Seconded AS
Secretary – Ann Parker – Proposed LC, Seconded CP
Treasurer – Andrew Swaine – Proposed RK, Seconded AP
Ordinary Members
James Williams – Proposed AP, Seconded LC
Mandy Spivey – Proposed RK, Seconded CP
Adam Hughes– Proposed RK, Seconded CP

All passed unanimously

The meeting agreed Brian Quinion and Ian Thompson to continue work on the web site. Nora Mogyey is unable to continue her involvement but will be available for consultation. The meeting agreed a vote of thanks to Nora.

Any other business

The meeting sent their congratulations to James and Hazel Williams on the birth of Alexander; also to Mandy Spivey and Bob Baldwin on the birth of David.