

Kiwiburn AGM Agenda / Minutes

8 AUGUST 2019

AGENDA

1) Review of the previous year;

- Chairperson's report.
- Treasurer's financial report.
- Festival Afterburn Report: No Afterburn report was produced due to 2019 being a non-event year.
- Financials for approval, including Profit and Loss statement and Balance Sheet:

2) Review of Committee Members and Officers' roles and holders of these positions;

- Approval of plans for the balance of the current, and next calendar year.
- Vote to continue the existence of the various sub committees (Conduct Committee and KAC).
- Available volunteer positions.

3) New discussion Topics;

- Proposed Society Rules Changes.
- VOTE: Formation of Sustainability Sub Committee.
- 3-5 Year Kiwiburn plan for discussion: ExCom.

4) Any other business;

Other business.

ATTENDEES:

Andy Justice Carly Suter (Kali)

Jasmine Hunter Bill Parkin

Geveta Cook Wayne Verkerk

Ronan Lovell-Smith

Tania Bracey-Brown

Andre Goble

Jamie Ryan Shelley Watson

Fiona McClure Jo Fairclough

Jasmin Wilkins Denise Lovato

Patrick Lanigan

MINUTES:

(past meeting minutes below direct from webchat at end of AGM). (NOTE: opening minutes dropped off screen).

Yes please Andy. I'll hand the floor to you again.

A

AndyTreasurer

21:03:40

Budget for KB2020 still being developed. Significant cost increases have already been incurred and we are negotiating some remaining ones to try and mitigate any potential loss.

Once we have a more definite Budget it will be made public for input/comment. At the moment costs are around the \$320k excl GST with more costs to come

We have a 2 year catch up on maintenance for both site and assets and full extent won't be known until containers are unpacked during the mid year working bee. A lot of site work to clear blackberry etc

→ Ninargye has joined

A

AndyTreasurer

21:04:33

External contractor charges have escalated.

Additional compliance costs for Noise, Health & Safety, Traffic and adhering to other general resource consent conditions

G
@ geveta

21:05:00

I've been added people's viewing permission to the strategic plan, KB drive doesn't allow us to set a general open share

general open snare

A

AndyTreasurer AndyTreasurer

21:05:07

That about covers it for KB2020 at this stage. Any questions?

J JasminW

21:05:29

Do you believe the projected income will be sufficient to cover costs?

A AndyTreasurer

21:06:01

Geveta - try publishing it to the web it will generate a new URL (it will be PDF view only version)

H HisFluffiness

21:06:11

Are the increases caused by taking on new contractors?

3



AndyTreasurer

21:06:44

We will be juggling things and continuing to negotiate and look at alternatives - bit of a moving target and a contingency we had allowed has already been eaten up



HisFluffiness

21:07:17

I see

J JasminW

21:07:33

Any risk that costs could exceed income to an extend which would reduce reserves dangerously low? eg. < 100k?

← Ninargye has left (Remote host closed the connection)

J JasminW

21:07:56

If so have additional ticket price increases been considered?

В

bananas

21:07:57

You mentioned a working bee, can these be advertised in the fence post in advance as there a re a number of us will to make a day trip up from Wellington.

Α

AndyTreasurer

21:08:41

Increases are both existing and new contractors - some is rate related (labour pay rates up) some is number of hours attended and number of people required, some is related to general fuel price increases etc

We are aiming to cover costs and so ticket price is set and won't change.

Reserves are already below \$100k as a result of the loss in the non event year 2019

A

AndyTreasurer

21:11:08

Still here ready to field any other questions

J

JasminW

21:11:11

What is the plan if there is an unavoidable cost blowout? GoFundMe?

۲

FiKat

21:11:33

Is the ticket price normally set before the budget is done? (Genuine question, not a judgment)

Α

AndyTreasurer

21:12:31

1

There won't be a cost blow out unless there is some form of unforeseen natural disaster and we will have insurance for that. We have a pretty good feel on things based on the last 2-3 years but the two year gap has caused significant increases and one off catch up costs

J JasminW

21:12:49

sweet I'm happy then

B bananas

21:13:30

How set are total attendant numbers, could additional tickets off set unforseen costs?

A AndyTreasurer

21:13:59

We had to make a call on ticket price to set ticket sale date so people both local and overseas could plan and buy tickets in time. We have the core costs budgeted and are working on the remaining ones. Hence we (me) are confident we can achieve a breakeven as worst case based on the \$195 + fees

B bananas

21:14:40

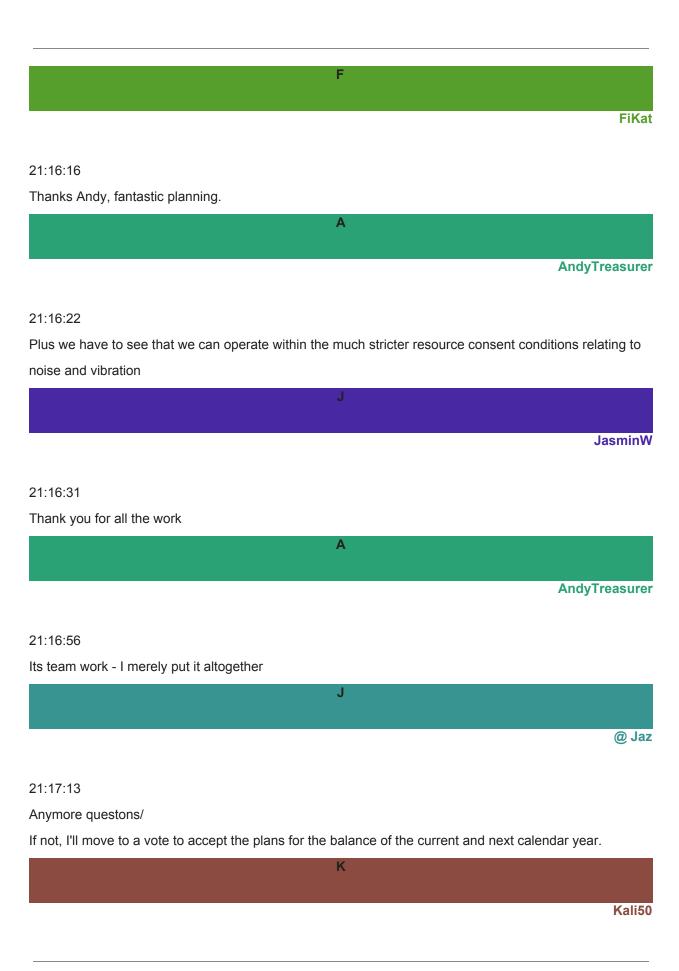
Good work

N NanSmash

21:14:49

i'm confident in you too Andy

J
@ Jaz
21:14:56
We don't have enough volunteer support to increase past 2000 participants for the next event.
Yes total confidence in Andy.
Α
AndyTreasurer
21:15:13
We have agreed on the current ticket level based upon availability of supporting volunteers and also had
to budget for a defined population in order to contract services and supplies so not likely to increase
unless all facilitators and Event manger feel it is necessary and achievable
В
bananas
21:15:38
Souds fair.
A
AndyTreasurer AndyTreasurer
21:16:09
On to KB2021 and beyond - As KB2020 is still being finalised we have not yet started on KB2021 and the
plan for this will also be dependent on the outcome of the 5-10 strategy discussions with the community.
J
@ Jaz
21:16:10
Thanks Andy.



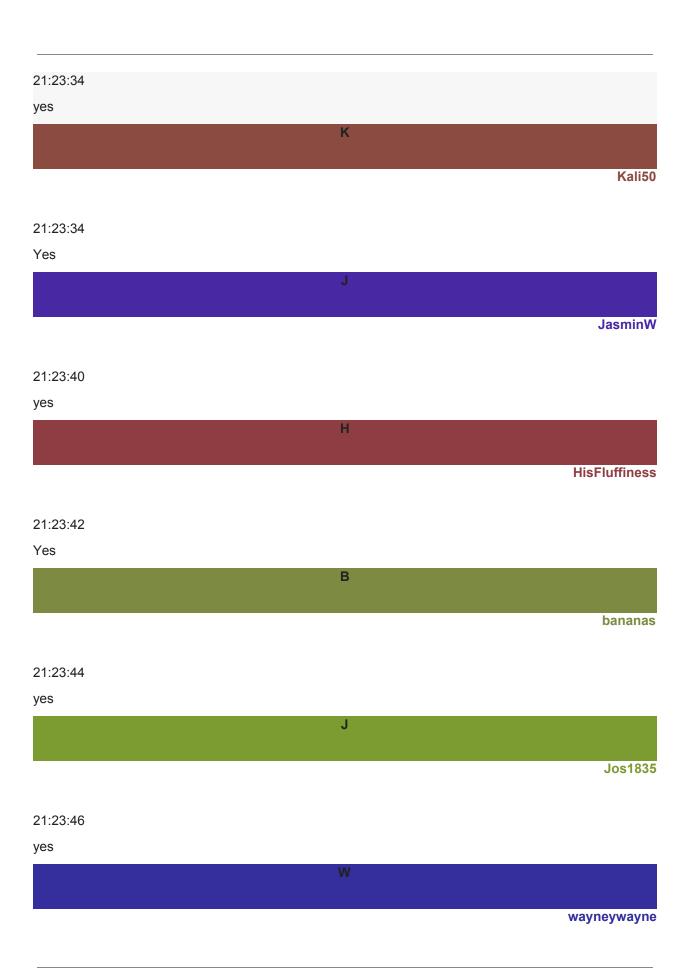




yes Tanz 21:18:30 Yes NanSmash 21:18:34 yes G **Guest91288** 21:19:07 yes G @ geveta 21:19:15 yes @ commsfacilitator 21:20:11 yes J @ Jaz

21:20:16 Great. That's 15 votes in favour for the plans for the balance of the current and next calendar year. → Ninargye has joined J @ Jaz 21:20:32 Now to vote to continue the existence of the various subcommittees that Kiwiburn has currently which are: Kiwiburn Arts Committee (KAC) Conduct Committee (CC) Before we vote, does anyone have any questions? **FiKat** 21:22:25 Are there only 2 subcommittees? @ Jaz 21:22:29 Yes C @ commsfacilitator 21:22:45 six departments as well

G @ geveta



21:23:53 yes В bill_p 21:23:57 yes, continue AndyTreasurer 21:24:01 yES C @ commsfacilitator 21:24:11 yes NanSmash 21:24:13 yes Tanz 21:24:14 yes

		Ninargye
21:24:27		
Yes		
165	J	
		@ Jaz
21:24:32		
That was a yes in reply to: FiKat 21:22:25		
	G	
		Guest91288
		Guesta 1200
21:24:45		
hahahaha		
	J	
		@ Jaz
21:24:47		
But I vote Yes		
	G	
		Guest91288
21:24:55		
yes		
	F	
		FiKat
04.05.44		
21:25:11		

Thanks Jaz. I vote yes. Org chart link: http://3ux3363uyy7j17ocundg6b28.wpengine.netdna-cdn.com/wp-content/uploads/2019/07/KB19-Kiwibur n-Org... jocc 21:26:00 yes @ Jaz 21:26:32 That's 17 votes in favour for the existing Sub-committees Jos1835 21:26:36 Thanks for the chart link @ Jaz 21:26:38 passed **FiKat** 21:27:16 The admin subcommittee if it still exists mustn't be an official subcommittee



21:27:18

Ok....let's discuss the various available volunteer positions.

The Admin Subcommittee doesn't exist no.



21:27:42

here's the link: http://kiwiburn.com/participate/volunteer-opportunities/



21:28:41

Be aware that there are also available positions that haven't been listed yet.



HisFluffiness

21:29:22

Such as...?



21:29:48

Health and Safety Manager



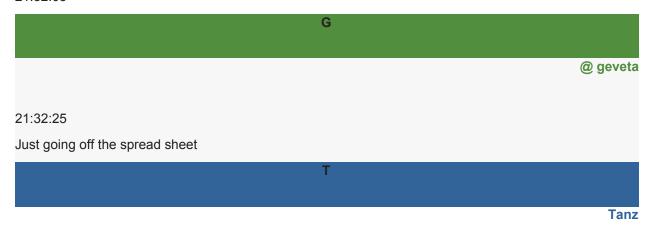
@ commsfacilitator

21:30:04

that is listed

G
@ geveta
21:30:27
Effigy Lead/ManagerTemple Lead/ManagerEvent RegistrationsCommunications FacilitatorEmotional
SupportVolunteer Engagement Sustainability LeadSite Safety FacilitatorHealth and Safety Manager
J
@ Jaz
04,20,20
21:30:30
Ok.
@ commsfacilitato
21:31:30
not currently seeking someone for Communications Facilitator position
В
bananas
21:31:48
Im happy to maintain my position as Burn Perimeter manager, in fact I'm doing some training in that role
while in black rock city later this month. Also looking to join the Black sheep this year as well.
H
HisFluffines
21:31:54
awkward
C
@ commsfacilitato

21:32:03



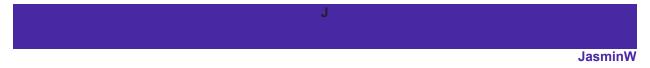
21:33:04

All facilitators need 2ICs and there's a bunch of us who would like to stand down sometime if people step up.



21:33:39

We also need Site Managers and Event Management 2IC



21:33:48

I was thinking of offering to be arts 2IC



21:33:50

Do facilitator 2I/C sit on ExCom?

@ Jaz

21:34:12

These roles are being filled by people already holding down positions like CC Lead, Chair etc

C

@ commsfacilitator

21:34:23

2ics not on ExCom

H HisFluffiness

21:34:53

Copy

Guest91288

21:35:30

To clarify, 2ics have access to emails but no ExCom powers unless agreed upon by ExCom.

T Tanz

21:35:46

External ExCom group is available for anyone to comment

C

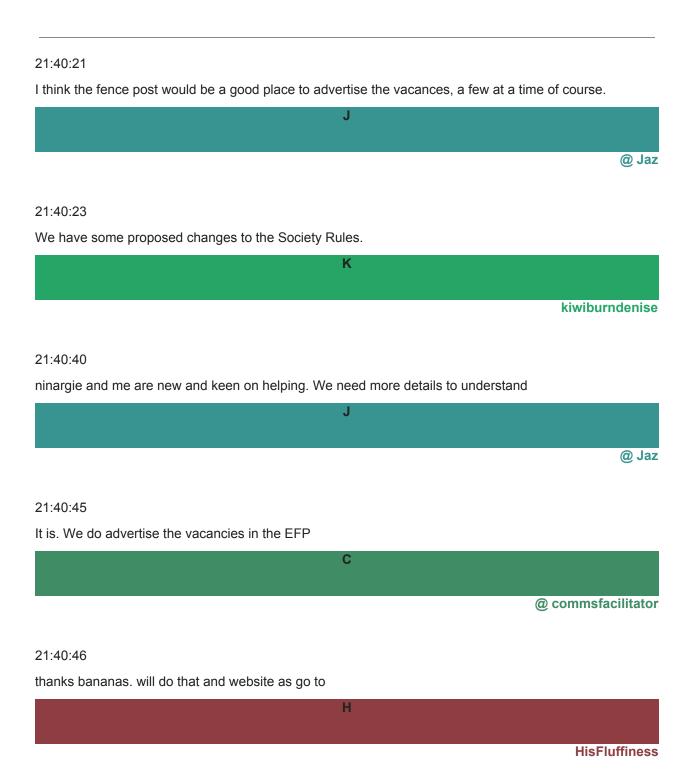
@ commsfacilitator

21:36:29

https://groups.google.com/forum/#!forum/kiwiburnexcomlive



bananas



21:41:49

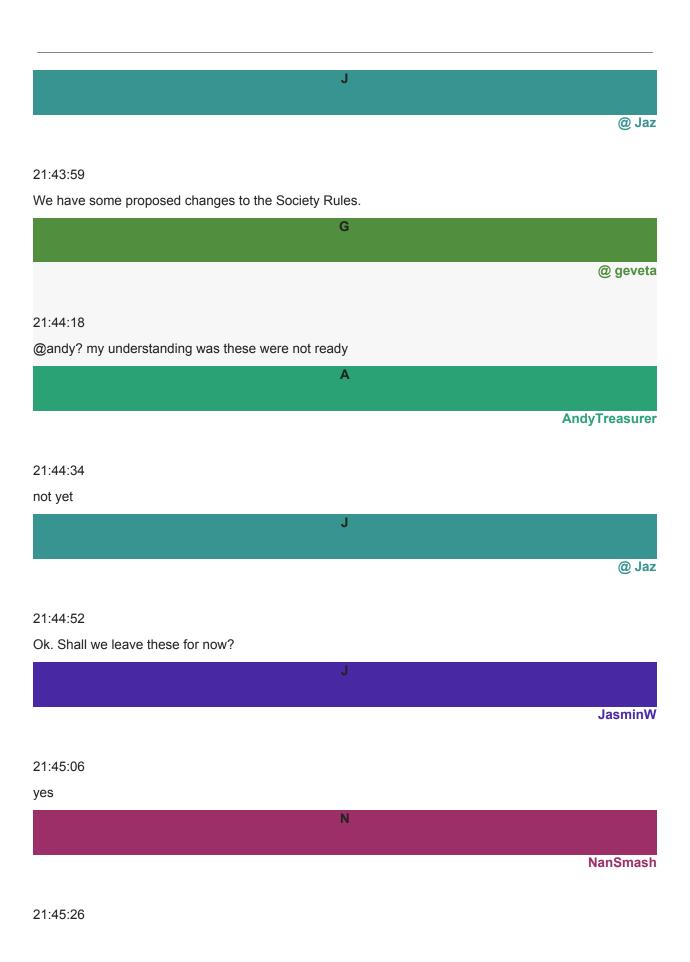
On the volunteer opportunities page (linked earlier), there are job descriptions linked.



Thanks kiwiburndenise! Please have a read of the positions available on the website http://kiwiburn.com/participate/volunteer-opportunities/ K kiwiburndenise 21:42:14 thanks, will do @ Jaz 21:42:28 Excellent C @ commsfacilitator 21:42:32 some roles awaiting job descriptions therefore no links yet J @ Jaz 21:43:24 Anymore questions about positions before I move on? AndyTreasurer 21:43:37

21:41:52

nope carry on



yes
H
His Fluffines:
21:45:29
In what way are they "not ready", may I ask?
A
AndyTreasure
21:45:30
Once drafted and checked by legal then put out with an explanation and seek discussion and input from
community
N .
NanSmasi
21:45:52
yes
K
Kali5
21:46:32
yes
B
bananas
21:46:39
Just a point of order, normaly changes to the society rules should be published at the time of meeting
notification so that people can consider their impact from various stand points before the debate and vote
H

25

HisFluffiness

21:46:58

Will there be an extaordinary general meeting to vote on the changes?



AndyTreasurer

21:47:03

see my comment above nothing being tabled at this point in time

J

@ Jaz

21:47:28

We are also leaving off the formation of a Sustainability Sub Committee and we need more discussion around this and it might no need to be a sub committee at all.



AndyTreasurer

21:47:40

Any changes to Society Rules requires a Special General Meeting

if not dealt with at AGM that is

Н

HisFluffiness

21:48:09

Very well, then.

J

@ Jaz

21:49:12

1

Last item on the agenda up for discussion but no vote required: The 3-5 Year plan for Kiwiburn. Is everyone able to view it? $\underline{https://docs.google.com/presentation/d/1JJQww7z9ho0bwLW1mDgyyAYyxiHIj7A3ROP75Cfp4NI/edit\#slii}$ de=id.p В bananas 21:50:08 yes Jos1835 21:50:37 yes В bill_p 21:50:38 yes wayneywayne

21:50:41

yes

J JasminW

21:50:45

yes



21:52:13

HisFluffiness there only one doc link, its to the SWOT which the plan was drawn from

→ Tanz has joined

B

bananas

21:53:03

Kali 50 Patrick Lanigan, e mail address on meeting invite or stalk me on FB



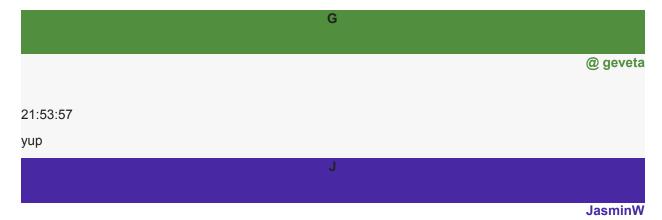
21:53:14

Objective number six concerns me



21:53:22

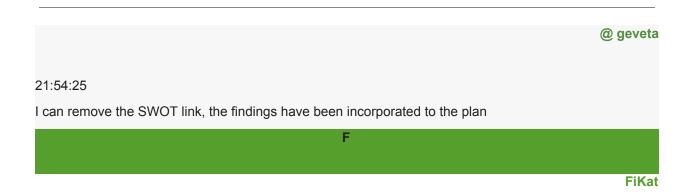
Yes, it's the SWOT link that says permission is required



21:54:14

the SWOT makes sense

G Company of the Comp



21:54:26

Questions... is Kiwiburn able to register as a charity? (I have a vague memory this has been discussed before over the years and wasn't feasible?)



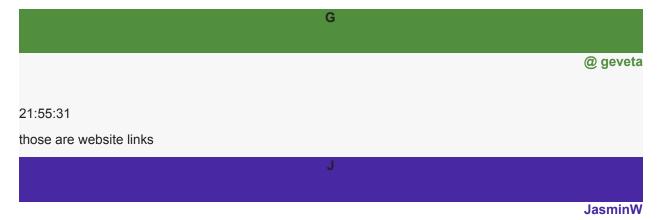
21:54:40

can we buy some land?



21:55:18

There are other links that should be ok i.e. nolo (page 2) and bloomerang (page 9)



21:55:38

I think the most critical opportunity/threat is engaged and satisfied volunteers - how to get more and not
burn out those who are contributing
A
AndyTraccura
AndyTreasurer AndyTreasurer
21:56:03
Proposed rule changes will be to fit in with any possible move to registered charity as well as a general
tidying up and modernisation of the rules
J
JasminW
21:56:05
Many hands make light work etc
T
Tanz
21:56:19
NanSmash, yes please. Seconded.
J
@ Jaz
21:56:29
Couldn't agree more JasminW
K
kiwiburndenise
21:56:33
yes
Т

п	31	1	7

21:56:36

JasminW also agreed.

B bananas

21:56:38

JasminW, that is a challenge for many organisations, Fire and Emergency have constant issues.



21:57:00

I know. I was on another charity board for years. It is haaaard

J @ Jaz

21:58:08

Does anyone have anything else to say about the 3-5 year plan?

← jocc has left (Ping timeout: 260 seconds)

H HisFluffiness

21:58:29

Could anyone expand upon page 6, point 3 (establishing a fund)

*page 8

J @ Jaz

21:59:07

Page 8, point 3?

Establish Iwi fund/family zone fund. Promote community art outside of the KB annual event?



21:59:52

Yes. Could anyone hre expand upon that?



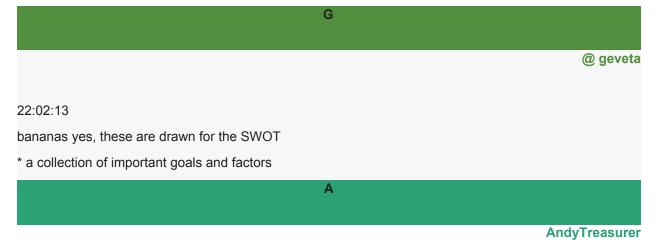
21:59:56

it does seem to have faily different goals listed together



22:01:38

Part of that is to see a family/child safe camp on site. It requires more planning that expected however to align with Health, Safety & Well-being measure. It also requires someone to drive it.



22:02:45

These were suggested areas for Kiwiburn to expand into e.g more inclusive of local lwi, making family friendly zones, events outside of annual Kiwiburn (either in partnership with others or stand alone),

expanding Arts development, etc - all ideas tossed around during Summit and afterwards - all for input from community. All wil require funding.

harps back to the earlier comment about use of surplusees and cash reserves

← Ninargye has left (Ping timeout: 260 seconds)

F

FiKat

22:03:24

That aligns with Goals slide 6 pt 3: Community direction/incentive (i.e. child friendly environment). Would definitely need someone to drive it.

*in response to Jaz last comment

J

JasminW

22:04:16

As all the voting is over, I am going to politely exit and head to bed - Thanks ExCom for all your work

J

Jos1835

22:04:31

← JasminW has left (#Kiwiburn)

J

@ Jaz

22:04:55

Greatly appreciate you stepping up to membership and participation this year everyone

В

bananas

22:06:30

Can I politely ask if Excom could support a Town Hall meeting on the paddock this year, its the one time when every one is together.

K Kali50

22:07:03

What would you like in the way of ExCom support?



22:07:10

Can you please clarify what type of support?



22:08:04

Thanks for all your efforts, and goodnight.

← wayneywayne has left (#Kiwiburn)



22:08:40

Thanks to the members of ExCom and other volunteers. Without you we are nothing. I agree that a lot of this planning and discussion could happen usefully in Centre Camp.

C

@ commsfacilitator

22:08:41

if you mean a meeting led by ExCom, it can be challenging as many of the team have busy roles on the PAddock

← Jos1835 has left (Remote host closed the connection)

Ŀ

bananas

22:09:13

The last few town hall meetings there has been no one from Excom attend, as a technophobe I struggle with some of the communications systems used and would appreciate the opportunity to put a face to a name and get a feel for the people leading our organisation.

T

Tanz

22:09:32

Agreed re Centre Camp meeting. This is something we talked about at summit. We need to show up and talk about things together as a community- but we'll set the time as many of us have on site roles so need to make sure we are able to attend.

C

@ commsfacilitator

22:10:04

The previous meetings have been organised by our RC, often without the ExCom being notified hence lack of ExCom in attendance

J

@ Jaz

Ι

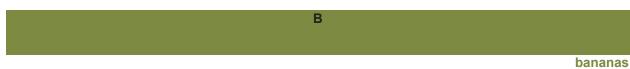
22:10:44

I agree with this yes. But as @ commsfacilitator has mentioned above coupled with half of ExCom working on-site during the event it's very difficult to manage.



22:10:53

I support the idea 100% though



22:11:23

Sweet, set a date and time before advertising for events on paddock and we who are interested can work to keep it clear for our people to attend.



22:11:27

It's not at all from lack of seeing the value in it.



22:11:31

i personally have no time for meetings. great if others want to tho



22:12:05

I've historically worked the entire event so down time is very hard to get.



22:12:14

If we are notified before the event we will endeavour to have some representatives. Please not tho we will be able to clarify things we can not make any decisions on site.

C

@ commsfacilitator

22:12:23

am happy to facilitate meeting at CC, as long as I am not called away. it has proven very difficult the past few years for key volunteers to make the meet up.

H HisFluffiness

22:12:27

If youse could make it happen, I think there would be substantial value, especially to new burners.

T Tanz

22:12:52

Centre camp falls under Services so it's an action item I'll keep on my list and brief the new lead/coordinate with Excom. Great that you can facilitate Shelley!

F FiKat

22:12:57

Hopefully a time can be found to at least have someone represent. We do appreciate you're all working your butts off including during the event!

A

AndyTreasurer

22:13:19

IF the community is willing to show support by attending and contributing then it will be a great impetus for this to be organised in a way ExCom can attend - this may mean a few more volunteers being avialable to free up ExCom during the event

C

@ commsfacilitator

22:13:24

happy to. would also be great if everyone keen to go could bring 10 people with them as well

В

bananas

22:13:57

I agree, You all do awesome work, Hopefully I'll be in a position to step up and shoulder my share in due course.

Α

AndyTreasurer

22:14:13

I know 2 years ago KB2017 there were ExCom present at the meeting

G

@ geveta

22:14:29

bananas I was at the 2017 one I think! But yes, sufficient notification prior to the event is helpful (yay Centre Camp Team Lead?)

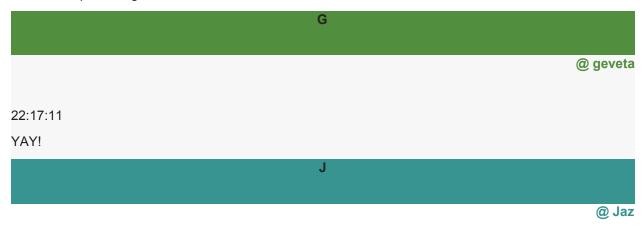
Ι

	В	
		bananas
22:14:41		
I'll make it compulsory for my camp.		
	Α	
		AndyTreasurer
22:15:38		
2017 wendy & brendan also		
	Н	
		HisFluffiness
22:15:46		
as long as they have a safe word, bananas		
	С	
		@ commsfacilitator
		@ commistacintator
22:15:59		
lol		
	J	
		@ Jaz
22:16:25		
Are we happy?		
	Α	
		AndyTreasurer
22:16:48		

yes we are happy - happy happy joy joy Kali50 22:16:53 yep, task complete, well done flks Tanz 22:16:57 Ecstatic K Kali50 22:17:00 folks В bananas

22:17:07

We will be doing our usual workshop on consent and negotiation. I may save it for after the town hall/ Center camp meeting.



22:17:23

This is officially the shortest Kiwiburn AGM I've ever attended.

A

AndyTreasurer

42

22:17:36

bananas - you may need it to get the centre camp meeting set up

13 people here

.