

**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.

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## ATTENDEES:

Andy Justice  
Jasmine Hunter  
Geveta Cook  
Ronan Lovell-Smith  
Tania Bracey-Brown  
Jamie Ryan  
Fiona McClure  
Jasmin Wilkins  
Patrick Lanigan

Carly Suter (Kali)  
Bill Parkin  
Wayne Verkerk  
Andre Goble  
Shelley Watson  
Jo Fairclough  
Denise Lovato

## 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

A

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?

---

A

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

H

HisFluffiness

21:07:17

I see

J

JasminW

21:07:33

Any risk that costs could exceed income to an extent 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?

B

bananas

21:07:57

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

---

A

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?

F

FiKat

21:11:33

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

A

AndyTreasurer

21:12:31

---

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 unforeseen 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.

A

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

B

bananas

21:15:38

Souds fair.

A

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.

---

F

FiKat

21:16:16

Thanks Andy, fantastic planning.

A

AndyTreasurer

21:16:22

Plus we have to see that we can operate within the much stricter resource consent conditions relating to noise and vibration

J

JasminW

21:16:31

Thank you for all the work

A

AndyTreasurer

21:16:56

Its team work - I merely put it altogether

J

@ Jaz

21:17:13

Anymore questons/

If not, I'll move to a vote to accept the plans for the balance of the current and next calendar year.

K

Kali50



---

21:17:54

yes

J

@ Jaz

21:17:54

Remember to vote only if have paid your \$15 membership fee and received your membership confirmation email.

B

bananas

21:17:58

Yes

J

jocc

21:17:59

yes

B

bill\_p

21:18:03

yes

J

@ Jaz

21:18:05

yes

---

J

Jos1835

21:18:06

yes

H

HisFluffiness

21:18:12

Yarr

J

JasminW

21:18:16

yes

F

FiKat

21:18:19

Yes

A

AndyTreasurer

21:18:23

yes please

W

wayneywayne

21:18:24

---

yes

T

Tanz

21:18:30

Yes

N

NanSmash

21:18:34

yes

G

Guest91288

21:19:07

yes

G

@ geveta

21:19:15

yes

C

@ 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?

F

FiKat

21:22:25

Are there only 2 subcommittees?

J

@ Jaz

21:22:29

Yes

C

@ commsfacilitator

21:22:45

six departments as well

as per org chart

G

@ geveta

---

21:23:34

yes

K

Kali50

21:23:34

Yes

J

JasminW

21:23:40

yes

H

HisFluffiness

21:23:42

Yes

B

bananas

21:23:44

yes

J

Jos1835

21:23:46

yes

W

wayneywayne

---

21:23:53

yes

B

bill\_p

21:23:57

yes, continue

A

AndyTreasurer

21:24:01

yES

C

@commsfacilitator

21:24:11

yes

N

NanSmash

21:24:13

yes

T

Tanz

21:24:14

yes

N

21:24:27

Yes

J

@ Jaz

21:24:32

That was a yes in reply to: FiKat 21:22:25

G

Guest91288

21:24:45

hahahaha

J

@ Jaz

21:24:47

But I vote Yes

G

Guest91288

21:24:55

yes

F

FiKat

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...>

J

jocc

21:26:00

yes

J

@ Jaz

21:26:32

That's 17 votes in favour for the existing Sub-committees

J

Jos1835

21:26:36

Thanks for the chart link

J

@ Jaz

21:26:38

passed

F

FiKat

21:27:16

The admin subcommittee if it still exists mustn't be an official subcommittee

J



---

@ Jaz

21:27:18

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

The Admin Subcommittee doesn't exist no.

C

@ commsfacilitator

21:27:42

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

J

@ Jaz

21:28:41

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

H

HisFluffiness

21:29:22

Such as...?

J

@ Jaz

21:29:48

Health and Safety Manager

C

@ commsfacilitator

21:30:04

that is listed

---

G

@ geveta

21:30:27

Effigy Lead/Manager Temple Lead/Manager Event Registrations Communications Facilitator Emotional Support Volunteer Engagement Sustainability Lead Site Safety Facilitator Health and Safety Manager

J

@ Jaz

21:30:30

Ok.

C

@ commsfacilitator

21:31:30

not currently seeking someone for Communications Facilitator position

B

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

HisFluffiness

21:31:54

awkward....

C

@ commsfacilitator

---

21:32:03

G

@ geveta

21:32:25

Just going off the spread sheet

T

Tanz

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.

J

@ Jaz

21:33:39

We also need Site Managers and Event Management 2IC

J

JasminW

21:33:48

I was thinking of offering to be arts 2IC

H

HisFluffiness

21:33:50

Do facilitator 2I/C sit on ExCom?

J

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

G

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>

---

N

Ninargye

21:36:41

Oki

J

@ Jaz

21:37:59

Does anyone have anything else to say about this? If not, I'll move the conversation on.

H

HisFluffiness

21:38:29

Please proceed.

J

@ Jaz

21:38:33

Basically, there's a lot of positions to fill and not enough community members putting their hands up.

Right. New discussion topics!

G

@ geveta

21:39:21

**Positions Filled 37Position to Post 5Positions Listed 21**

B

bananas

---

21:40:21

I think the fence post would be a good place to advertise the vacancies, a few at a time of course.

J

@ Jaz

21:40:23

We have some proposed changes to the Society Rules.

K

kiwiburndenise

21:40:40

ninargie and me are new and keen on helping. We need more details to understand

J

@ Jaz

21:40:45

It is. We do advertise the vacancies in the EFP

C

@ commsfacilitator

21:40:46

thanks bananas. will do that and website as go to

H

HisFluffiness

21:41:49

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

J

@ Jaz

---

21:41:52

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

J

@ Jaz

21:42:28

Excellent

C

@ commsfacilitator

21:42:32

some roles awaiting job descriptions therefore no links yet

J

@ Jaz

21:43:24

Any more questions about positions before I move on?

A

AndyTreasurer

21:43:37

nope carry on

---

J

@ Jaz

21:43:59

We have some proposed changes to the Society Rules.

G

@ geveta

21:44:18

@andy? my understanding was these were not ready

A

AndyTreasurer

21:44:34

not yet

J

@ Jaz

21:44:52

Ok. Shall we leave these for now?

J

JasminW

21:45:06

yes

N

NanSmash

21:45:26



---

yes

H

HisFluffiness

21:45:29

In what way are they "not ready", may I ask?

A

AndyTreasurer

21:45:30

Once drafted and checked by legal then put out with an explanation and seek discussion and input from community

N

NanSmash

21:45:52

yes

K

Kali50

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

21:46:58

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

A

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.

A

AndyTreasurer

21:47:40

Any changes to Society Rules requires a Special General Meeting if not dealt with at AGM that is

H

HisFluffiness

21:48:09

Very well, then.

J

@ Jaz

21:49:12

---

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?

<https://docs.google.com/presentation/d/1JJQww7z9ho0bwLW1mDgyyAYyxiHlj7A3ROP75Cfp4NI/edit#slide=id.p>

B

bananas

21:50:08

yes

J

Jos1835

21:50:37

yes

B

bill\_p

21:50:38

yes

W

wayneywayne

21:50:41

yes

J

JasminW

21:50:45

yes

---

N

Ninargye

21:50:47

Yes

K

kiwiburndenise

21:51:02

yes

← Tanz has left (Remote host closed the connection)

J

@ Jaz

21:51:14

Does anyone have a question or points to raise?

H

HisFluffiness

21:51:14

I can access the plan, but none of the files linked in it.

K

Kali50

21:51:42

Hey Bananas, what's your name irl? I would like to chat with you offline about perimeters.

G

@ geveta

---

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

H

HisFluffiness

21:53:14

Objective number six concerns me

F

FiKat

21:53:22

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

G

@ geveta

21:53:57

yup

J

JasminW

21:54:14

the SWOT makes sense

G

---

@ geveta

21:54:25

I can remove the SWOT link, the findings have been incorporated to the plan

F

FiKat

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?)

N

NanSmash

21:54:40

can we buy some land?

A

AndyTreasurer

21:55:18

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

G

@ geveta

21:55:31

those are website links

J

JasminW

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

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

kiwiburdenise

21:56:33

yes

T

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.

J

JasminW

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?

H

HisFluffiness

21:59:52

Yes. Could anyone here expand upon that?

B

bananas

21:59:56

it does seem to have fairly different goals listed together

J

@ Jaz

22:01:38

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

G

@ geveta

22:02:13

bananas yes, these are drawn for the SWOT

\* a collection of important goals and factors

A

AndyTreasurer

22:02:45

These were suggested areas for Kiwiburn to expand into e.g more inclusive of local Iwi, 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 will require funding.

harps back to the earlier comment about use of surpluses 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

B

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?

J

@ Jaz

22:07:10

Can you please clarify what type of support?

G

@ geveta

22:07:21

bananas Town Hall has been altered back to Centre Camp, there's currently a Centre Camp lead applicant

W

wayneywayne

22:08:04

Thanks for all your efforts, and goodnight.

← wayneywayne has left (#Kiwiburn)

B

bill\_p

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)

B

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

---

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.

C

@ commsfacilitator

22:10:53

I support the idea 100% though

B

bananas

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.

J

@ Jaz

22:11:27

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

N

NanSmash

22:11:31

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

J

@ Jaz

22:12:05

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

---

K

Kali50

22:12:14

If we are notified before the event we will endeavour to have some representatives. Please note that 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 you 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 available 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

B

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.

A

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?)

---

B

bananas

22:14:41

I'll make it compulsory for my camp.

A

AndyTreasurer

22:15:38

2017 wendy & brendan also

H

HisFluffiness

22:15:46

as long as they have a safe word, bananas

C

@ commsfacilitator

22:15:59

lol

J

@ Jaz

22:16:25

Are we happy?

A

AndyTreasurer

22:16:48



---

yes we are happy - happy happy joy joy

K

Kali50

22:16:53

yep, task complete, well done flks

T

Tanz

22:16:57

Ecstatic

K

Kali50

22:17:00

folks

B

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.

G

@ geveta

22:17:11

YAY!

J

@ Jaz

---

22:17:23

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

A

AndyTreasurer

22:17:36

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

**13 people here**