

**New Zealand Film & Video Technicians Guild**

**Annual General Meeting**

**Auckland Branch – 28 September 2010 7.30pm**

Venue: The Drake, Auckland

A quorum was established.

7.33pm Chair declared meeting open.

Reports (President, Chair, Treasurer and Admin) were circulated.

**Present:**

Gunner P. Ashford	Rob 'Gibbo' Gibson	Alex Lasal Sioux	Fritha Stalker (EO)
Lyn Bergquist	Hamish Gough	MacDonald	Steven Starkey
Jennifer Butcher (chair)	Paul Grinder	David Madigan	Nick Treacy
Malcom Cromie	Lukas Hanson	Sally	Johnny Wheeler
Matt Cuirc	Zara Hayden	Meiklejohn	C J Withey
Brendon Durey	Willy Heatley	Graham Morris	
Corrin Ellingford	George Hennah	Thiago Moraes Axel Paton	
	Pieter Huisman	Kevin Riley	

**Apologies:**

*Apologies from the floor:*

Ken Durey	Suzanne Parker	Murray Milne
Jason Durey	DJ Simpson	Lissa Kissen
Dot Kyle	Chris McKenzie	Jules Lovelock

*The following apologies were received by email or phone:*

Tony Forster	Rob Fullarton	Ash Robinson
Stephen Buckland	Don Anderson	Caroline Girdlestone
Dianne Moffatt	Craig Perry	John Toon

**Voting:**

The Chair reminded members of voting rights (Section 13E of Constitution) and that a simple majority carries the motion.

**2009 AGM Minutes:**

Received by the committee, motion to accept as accurate record:

Proposer: Brendon Durey

Secunder: David Madigan

No discussion

**REPORTS:****<sup>i</sup>Auckland Chair**

Read by Jennifer Butcher.

Intention to stand down from committees and post as Auckland Chair, for personal reasons.

Thanks to Tony Forster, David Madigan and the committees, everyone involved.

**<sup>ii</sup>National President**

Read by Chair, Jennifer Butcher

**<sup>iii</sup>Executive Officer**

Read by EO, Fritha Stalker

**Financial<sup>iv</sup>- Treasurer**

Read by Treasurer, David Madigan:

Points

- Bank charges noted to be high due to credit card transactions
- Loss this year noted, optimism that this will be temporary. Cited factors such as World Wide financial situation affecting Guild finances.
- SCOP \$40K reserves to be utilised shortly.

**SPECIAL MOTION Kevin Riley**

- NZCS chair expresses gratitude on behalf of society, for unparalleled contribution David Madigan has made to the industry. Encourages named recognition of DM contribution by current and future crew to ensure they understand the debt of gratitude they owe David.

**MOTION:** That the NZFVTG Board show extraordinary gratitude to David Madigan for his long term commitment and dedication to the Guild.

1<sup>st</sup> Kevin Riley

2<sup>nd</sup> Jennifer Butcher

**ELECTION OF COMMITTEE 2010/2011**

**David Madigan** clarified the process for elections; Branch at AGM board at later stage by members of branch.

**Brendon Durey** urged members to face up to issues of engagement and participation. Noted the effectiveness of focussed sub-committees of 3-4 persons toward a specific aim as alternative and adjunct to Branch and Board committees.

**Election of the Auckland Branch Committee**

Chair called for nominations from the floor.

**David Madigan** noted that being on NZFVTG committees has been extremely rewarding and that the marginalisation some fear from the wider industry when considering such positions has not been his experienced.

**Names of Incumbents intending to carry on:**

Brendon Durey  
Murray Milne  
Nick Treacy  
Zara Hayden  
Sioux McDonald

**Nominations from the floor:**

Pieter Huisman  
C J Withey  
Corrin Ellingford

Election of Officers

**President:**

- Alun 'Albol' Bollinger to continue.

**Auckland Branch Committee approves.**

**Vice President:**

- Graeme Morris nominated, declined due to past service.
- Zara Hayden "pencil" nomination
- Sioux MacDonald "pencil" nomination  
*NB Zara and Sioux express desire to job share. EO supportive on basis of Family Friendly policy. Auckland chair pointed out the Constitution precludes this at present.*

**ACTION** Notify branches that Auckland Branch Committee nominated Zara and Sioux.

**MOTION** No objections from floor to voting for members as one group. Chair offered motion to accept these committee members as a group, carried unanimously.

Call for National Treasurer

David Madigan resigns.

**Brendon Durey** nominated for treasurer, for ratification post AGM.

**ACTION** Notify branches that Brendon Durey standing.

## GENERAL BUSINESS

**Kevin Riley** Requests **branch meeting times** and dates to be clearly identified to members. Comms to be via mode other than email – website or shared Guild calendar.

**Willy Heatley** Discussed **money saving possibilities for NZTECHO** via use of PDF dissemination (vs print). EO noted that this has been considered and requires more consideration at this stage as there are a good arguments for both approaches.

**Jennifer Butcher** Highlighted the fact of potential changes in **Immigration Model** with respect to Guild input into temporary work permits for international crew; **David Madigan** appraised the meeting of the situation overall and his thoughts for the future. The sector (screen production consult' on issuing of temp work permits) could be rationalised to improve the policy, unfortunately there is no appropriate, independent body to achieve this (e.g. Film NZ mandate to facilitate production clearly compromises its independence with regard to bringing in international crew). David noted that an increase in transparency in the process would make most of the current issues disappear.

**Kevin Riley** discussed the need for an **open forum/round table Screen Production Industry discussion**, noting a lack of high quality discussion. The absence of Pan-Industry to engage with the government on behalf of the entire SPI is a real shortcoming. Point of difference for NZ as production destination must be more than our landscape.

**MOTION** to incoming Auckland Branch Committee:

That the committee place at the top of its agenda the creation of a forum for industry wide discussion of existing local Screen Production Industry skill base and current immigration issues.

1<sup>st</sup> Jennifer Butcher

2<sup>nd</sup> Corrin Ellingford

Passed unanimously

### **ACTION**

1. Present resolution to the Auckland Branch Committee.
2. Book room.
3. Publicise event.
4. Have discussion.

**Axel Paton** raised issue of **Hobbit Feature Film** production and standoff with **Actors Equity (MEAA)**. **David Madigan** gave his summary of background including Equity failing to secure collective contracts on previous domestic drama productions. A wide ranging discussion followed, illustrating a general lack of information regarding the aims and methods of Equity in the matter. Many present expressed extreme discomfort at the situation and fear for jobs and the health of the wider industry.

**Meeting Closed: 10.13pm**

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### **<sup>i</sup> AUCKLAND CHAIR REPORT**

This year's report once again rounds up the goings on in the Auckland film, and TV production sector

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in the year since the last AGM. The Auckland and New Zealand SPI seems to have felt the effects of the recession this year, with several crew and suppliers reporting quieter than average years over all. The sudden, and sad stoppage of "Spartacus 2" due to Andy Whitfield's cancer, combined with "Legend of the Seeker" not going again, led to a dearth of work opportunities particularly for drama crews. My own personal experience of this is that the recession has meant I have spent a lot more time working on Line Productions than local TVCs.

The TVC sector has suddenly picked up over the last few weeks, and luckily local dramas. "Outrageous Fortune", "Go Girls" and the "Spartacus Prequel" have picked up some of the slack in the mean time. Sad news though to hear that Andy Whitfield is not recovering as expected, and will not be available for the hoped for upcoming Series 2 of "Spartacus". We wish him well in his personal health battle.

This year has also seen the welcome return of "Power Rangers". (It seems like they were hardly gone) Although "Power Rangers" chose, this time around, to bring in a foreign DP for the first time in the history of this show's production in New Zealand. Sadly, this led to one of our major immigration objections for the year. Although we objected and the foreign DP did not meet ANY of the immigration service criteria, we understand that powers above us, over-ruled our objection.

Speaking of objections... The Guild stayed firm on the matter of 1<sup>st</sup> AD on Matt Metcalfe and Paul Murphy's project "Love Bites". Initially they wanted a foreign 1<sup>st</sup> AD on to a NZ film, shot in NZ, with a NZ Director. The Guild kept asking questions, and although the production cited "Personal Reasons" for the foreign 1<sup>st</sup> AD pulling out, we hope that our stand may have had something to do with that. In the end a local 1<sup>st</sup> AD was given the job.

"The Hobbit" was on, then off, then on, then off again and in the process, sadly lost the services of Guillermo del Toro as director. As of this morning, "The Hobbit" is back on again although facing a collective bargaining dispute with MEAA – Actor's Equity. Peter Jackson has threatened that it might mean taking the production to Eastern Europe. My understanding of the MEAA issue is that they only want to set MINIMUM standards and rates with a collective bargaining agreement. Personally, I think it is sad that our most financially successful director ever, does not even want to enter negotiations with them to set Minimum terms.

And speaking of negotiations, a worrying trend has evolved in the TVC sector of late with many production companies and producers attempting to erode our own agreed Blue Book standards. For e.g. asking for 12 hour for 10 days, (which equates to a 30% discount people!) and refusing to pay midnight loading. It is one thing to ask for these standard penal rates to be waived for local companies undergoing hard times in a recession, but quite another for global multinational companies to be expecting crew to make up for shortfalls in their advertising budgets. One producer at an otherwise reputable Production Company was overheard saying that "Crew are desperate and will take what they are given"! Having been caught by surprise by one of these situations myself, this year, I think it is imperative for HOD's to talk to each other as soon as these questions are asked and to discuss what our response should be.

On a positive note, 2010 has seen the Techo's Guild office open 5 days a week, our excellent EO Fritha has taken up the reigns and is doing an amazing job, despite having a difficult year personally. She is happy to report that she feels like we are making progress! Allison Pearse has continued her work with accounts, and the accounts and our database are definitely looking in great shape now. Our fee increase allowed us to hire an office assistant, ex-production co-ordinator Becks Jellie initially filled this role, but as her family commitments grew, she stepped aside and Lukas Hanson replaced her. After many years of service Tony Forster our Editor of Techo magazine is stepping aside. He has taken the Techo from a club style newsletter to an industry wide respected magazine. We thank him for all he has given to Techo, and wish him well in his future endeavours.

Notable activities for the guild this year include - continued assistance to crew involved with "Mark of the Lion". We have facilitated further legal assistance to crew and supplier creditors. Discussions with policy advisors to the Minister of Immigration regarding the possible restructuring of industry involvement in the immigration process. Our latest technology activity has been the upgrade of our membership database, which is now completed. It was a massive job. Our membership seems steady at

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around the 500 mark. Ongoing projects include the SCOP review, which finally seems to be gaining some meaningful traction with the engagement of Susan Ord as project manager. The National Exec met in Auckland earlier this year and a fruitful meeting, with good strategic ideas resulted. It was also a great opportunity to put names to faces

The NZ Film Commission \$20,000.00 grant is being put to good use, we have hired Nicki Paull, who is undergoing a communications review for the Guild as we speak. Fritha will be able to report more on this.

Once again, it is time for the special mentions, which this year go out to:

Who else, the indomitable Dave Madigan, the heart, soul & brains of the Guild.

Tony Forster, for his years of service as editor of Techo magazine,

Our staff, Fritha Stalker who is steering the Guild office to greater heights. Allison Peirse who is doing a fantastic job with accounts, and Lukas Hanson our office assistant and in-house IT guru.

The Members of the National Executive and Regional committees who continue to put in their time, ideas, feedback, and energy into the running of the Guild.

After 5 years of service as Chair of the Auckland Branch, and a further 4 years on the committee, I am stepping aside and taking a year off. I would like to thank everyone I have served with. I have thoroughly enjoyed being involved with the Guild at this level. Here's to the year ahead for the Guild, I hope to see you on a job soon!

Thank you.

Jennifer Butcher, Auckland Chair

## **ii EL PRESIDENTE REPORT**

So, what's to report ?

I feel like I'm completely out of the loop these days, but I guess that's as much thru choice as thru circumstance. I'll try to go back over the year in my head and see what comes to the fore.

I remember the industry being pretty busy before and after Christmas, then things went a bit quiet. Wellington has been waiting for 'The Hobbit' to happen for what feels like years now. The Wellington production scene relies so much on what's happening out at Miramar these days, and that's always going to be intermittent at best. Great when there is something in production but in between times there really is very little else to keep Wellington based crew afloat. I guess that's why I bump into more and more Wellingtonians up in Auckland when I find myself up there.

Now there's a bit of a stoush going on between '3 foot 7' and Actors Equity. I suspect that if South Pacific Pictures had worked with Actors Equity and worked out a collective agreement, including some sort of residual arrangement for the actors on the last series of 'Outrageous Fortune' then this situation may not have arisen. Back then Barney threatened to pull the plug on the production, an outrageous threat given it was being funded from the public purse. And now Sir Peter is raising the threat of 'The Hobbit' going somewhere else to be shot. I do hope that is not a likely scenario and that Equity and 'The Hobbit' producers can sit around the table and work something out. This is going to have to happen sooner or later. If SPADA had shown more willingness to engage with Actors Equity before now this situation would probably never have arisen.

There has been quite a bit for Fritha to deal with over the past year, not the least of that being the death of her darling Mother. It's was impressive how the office continued to function thru this time of crisis with a lot of input from some of our exec. and Janet Klee who stepped in for Fritha when she was simply unable to deal with our business as well as her own.

And there have been other deaths in the film world family.

Perhaps it's got something to do with my age that there seem to be more and more of my colleagues from the film biz popping off.

We had a very good meeting of the Techos Guild exec a couple of months back.

Unfortunately one of the things to come out of that meeting was notice of several of our executive members intending to retire from their executive roles. Get ready to put your hand up if there is a

position you feel you could comfortably fill. I believe we're looking for a new treasurer, and chairs for both the Auckland and Wellington branches.

I must say a big thank you to all those who are standing down and I hope our members appreciate the efforts these people have put in on our behalf.

Progress is being made on bringing our industry safety code of practice up to date. It may take some time but the resulting document should serve us all better once completed and in a format which can be regularly updated.

Immigration issues continue to arise. We tried to get 'Power Rangers' to employ a Kiwi DoP but once they took their work permit application to the minister of immigration they were granted permission to bring their chosen off-shore DoP into the country. Unfortunately it seems that once a case reaches the minister it will always go in the production companies favour. Never the less, I wish the production well and hope it can run for several more seasons, hopefully with a Kiwi DoP taking over at some point in time, soon.

I must admit I find myself more concerned about the state of our planet these days than I am about the particular ins and outs of the screen production business. Of course the moving picture mediums are very good for exploring and explaining and I've recently seen some excellent docs about the state of the planet, which is partly why I'm concerned. It strikes me when I see and hear the depth of information we have about what we're doing and where our civilization is heading that our children's children will look back at these docs and say, "So you knew what was happening, and what did you do to stop it !?".  
... Albol

### iii **EO REPORT**

EO length of service to date: 23 months

Guild Membership @ 25 September = 430 members

Projection of membership numbers at last AGM have not worked out as expected. However, there has been no significant drop in revenue from membership this year as the numbers do not reflect the reality of financial member numbers in the past. These turn out to be incredibly challenging to ascertain.

Comparison of like-with-like regarding membership income in budgets over the few three years is obscured by differences in methods of apportioning of funds across budget categories ('membership subscriptions revenue' and 'accounts receivable'). Improvements in efficiency of book keeping and consistency of accountancy practices (end of year) mean the resulting report layout more clearly reflects the true nature of our association's income and will allow simple comparison of membership revenue from year to year from hereon in.

- **OFFICE ADMINISTRATION**

2010 has seen further development of efficient & robust administration policies & processes in the office. It is clear, however, that strategic training and input of Executive Board volunteers is essential to contingency planning and risk management for the Guild at the current level of operations. In the absence of the Executive Officer this year, for several weeks, the Guild's core business remained active and up to date thanks to the input of our Treasurer, our Accounts Officer (AO) and casual hours completed by a previous EO with essential organisational memory. It is the organisational memory and knowledge that must be spread across a pool of volunteers to ensure adequate risk management of the role usually played by the EO.

The current holder of the newly established Office Assistant (OA) position has played a key role in developing and maintaining recurrent, standardised essential tasks for managing membership updates, general office upkeep and basic accounts. All of which now tick over independently of the presence of the EO in the office, reducing a good deal of previous risk.

- **REPORTING**

A regular Accounts reporting format has been developed to allow monthly reporting to the Executive Board. Income and Expenditure, Balance Sheet, Aged Debtors and Cheques Issued are provided in PDF format for scrutiny. This has considerably improved transparency in the area of spending and overall Guild financials, and reduces the duration of time where spending is solely controlled by double-signatories.

- **SUGAR CRM**

we are looking into a replacement for SUGAR which unfortunately did not turn out to be the online solution we were seeking. Subverting a freeware CRM to membership-needs turned out to be not ideal and some solutions were not fully online. MEMNET membership system is being explored as an alternative. There are costs involved in MEMNET but there are also associated tech support and contractual assurances, in contrast to SUGAR. The assessment process is now extremely robust and

thorough after the experience of working through SUGAR implementation and workflows. No decision will be entered into without extensive testimonials and a contract that specifies our key requirements. In the mean time SUGAR is functional, if lacking in reporting abilities.

- Digital, Online Systems we continue to explore solutions that free up all Guild operations to be site and platform independent. Email systems are a huge challenge. The aim is to have all outgoing mail -every day mail and mass mailings - covered by one robust system that can be accessed anywhere and is platform independent. Watch this space.

## **COMMUNICATIONS REVIEW**

Highly experienced non-profit sector communications consultant, Nicki Paull, has been successfully reviewing the Guild's overall communications strategy. Consistency of approach and effectiveness, and clearly defining the Guild's unique position in the industry are key focus points. Nicki is very skilled and effective and will produce a full report. There is considerable focus on two avenues of communication: NZTECHO and the website. New Zealand Film Commission Funds make a key contribution to financially supporting this review.

- **NZTECHO Magazine**

A comprehensive review of NZTECHO production in all aspects is almost completed. Nicki Paull, Fritha Stalker and the NZTECHO subcommittee are acting in concert as an interim editorial team. Issue 46 previewed some of the developments and structure in development. The final stage is a re-launch in December with an entirely redesigned production template. The template will then be handed to a new editor for production of a quarterly publication in full colour.

- **Guild logo & graphic identity**

Immediately prior to the comm's review, a basic ID asset refreshment was completed by the graphic design member of our web-duo, BIOTE. This reviewed all visual elements used to represent the Guild. A style Guide, rationalised logo + logotype (above), comprehensive graphic files and templates were produced after a "refreshing" of existing assets as a quick and inexpensive approach compared with a redesign from scratch. The Guild now has a suite of assets for visual identity accompanied by clear style guide to ensure consistency of approach.

- **EMAIL COMMUNICATION** will be used as an adjunct to communicating with the membership via NZTECHO. A regular newsletter will go out by email several times a year. Various alerts ('Techos Rushes') will be sent as and when required between publication of newsletters and the NZTECHO journal.

- **WEBSITE**

A review of the website is ongoing and encompasses look and functionality. Resource-articles and services provided on the site are likely to increase with current initiatives.

## **GOVERNANCE**

A successful National Executive Board meeting held in Auckland demonstrated the possibility and efficacy of getting everyone together. Understanding the ways effective boards, branches, staff (including EO) and individual members interact in an organisation of this size improved again this year via this event and general discussions.

Momentum from various individual initiatives centred around communications is expected to kick the development of a robust, energized membership and staff up a notch following ground work laid over this year. A consistent organisational approach, existing beyond individuals, staff and members, via clearly defined roles and responsibilities is becoming a reality throughout the activities of the Guild.

## **GENERAL**

Mark of the Lion was handed over to those creditors agreeing to act together to explore Class Action prospects. The Guild remains a point of contact for this group and process.

Immigration numbers are down, recently, especially. Generally it was business as usual, with an increasing focus on the impact of those production companies who do not engage in the process early or fully. All signs point to the entire model being up for grabs currently. Significant changes may ultimately result from a Department of Labour review of the model of consultation that currently exists. No formal opportunity for submissions has been offered, nor have any clear explanations of the review or its terms been provided to the industry. The Guild awaits a decision and/or comment from DoL.

The Guild has continued the dialogue aimed at educating our counterparts at Immigration New Zealand toward a better understanding of the varying issues affecting different genres in Screen Production. The complexity of the time line for pitching multinational client TVCs is a good example. There has been at least one situation where the facts of the process were presented as a smoke screen; the production

company and agency attempted to circumvent the process via obfuscation, putting direct and considerable pressure on INZ staff. We didn't win that one but we did use the opportunity to educate our counterparts. Until the overall situation with immigration is resolved all initiatives associated with this function are on hold.

### **RELATIONSHIPS**

New sponsor, Hirepool, provide a generously flexible and supportive sponsorship model. They do not seek exclusive sponsorship, in fact express interest in facilitating Guild approaches to other sponsors who could contribute to the pool of resources. Hirepool respects the work the Guild does and the relationship is developing into a very positive one. We thank them for their generosity.

The fellow guilds and unions continue to explore industry issues with NZFVTG. More regular contact is developing within a small network of these associations, with the exception of a producer's representative, we can comfortably sit around a table informally and regularly with our counterparts.

### **THANKS**

This year having presented more than the usual share of challenges for me, I cannot adequately express my gratitude for the understanding of my situation, and the support show me by the Guild.

In theory one should be capable of separating personal and professional, and in the past this has been my experience. I discovered this year, however, that given enough concurrent pressures, certain burdens will not be borne with simple stoicism and taking time out is the only rational solution. In other professional situations I might not have felt able to make the choice to take leave at the point that I did; and it is a reflection of the humanity of this community of people that sufficient leeway was extended to me to allow it. I will always be grateful that I was given this space at this time in my life.

### **SPECIAL THANKS GO TO:**

- **Jennifer Butcher** for her dedication as Auckland Chair and Board member. We are glad she only intends to step down for a year, wish her the best, and look forward to her invaluable support on her return.
- **Tony Forster** for his service and dedication as long time editor and developer of NZTECHO.
- **Annie Frear** for her service as Vice President and regular phone calls to check on my survival in the office!
- **David Madigan** for unparalleled dedication and commitment to the wide ranging areas he has served as Immediate Past President and Treasurer. And special mention to him as key support to the office, and myself, this year and beyond.
- **Paul Richards** for his service as a long term member of the Board and AKL branch, a signatory and active supporter of the office.
- **George Wilson** for his service as a long term member of the Board and QTN branch, for responding to questions and providing a strong point of view.
- A warm thank you to everyone and here's to the year ahead.

## **iv TREASURERS REPORT 2010**

### Financial Position

The Guild had an operating loss of \$18,939 in the 2009/2010 year compared to a loss of \$880 the previous year. Income was slightly up by \$3,000 and expenses, were increased by \$20,000.

The increased expenses were for Salaries and accounting administration.

- The increase in Salaries is primarily due to the Executive Officer changeover / overlap period early in the year from Megan Ritchie to Fritha Staler (not budgeted) and the engagement of a part time office assistant later in the year which was budgeted from an anticipated increase in income from the raised membership subscriptions.
- The \$2000 increase in accounting administration was a one off cost where a significant review of each members status took place.

A number of members' details were found to be missing (artefact of the transfer from an older database system) and a number of members were culled for long term non-payment.

There was an overall decrease in membership which was largely offset by the increased membership fees.

- The actual decrease in membership fee income was \$4000 (note that the income figure reflects amount of invoicing not income in real cash terms).

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- In the past a high proportion of invoices being generated were never paid. This has now been tidied up so that there is much better proportion of invoices generated reflecting eventual cash income.

Income and Expenditure was otherwise in line with budget.

The Guild membership has to recruit more members so that the organisation remains viable.

The current budget is based on 500 members, we currently have 430 and should aim for 600 or higher.

The current position as of the first 5 months of the 2010 / 2011 year (to end of August 2010) indicates the following:

- Average immigration processing income is at low level due to economic conditions, but it has the potential to increase over summer.  
However, it must be noted that the current Government review of immigration could potentially result in the removal of immigration processing by the Guild and this (\$30,000pa) would seriously affect the viability of the office operations.
- Membership income is increasing despite the loss of a number of members this winter due to poor economic conditions.
- The Guild income and expenditure should break even in this current financial year.

#### Accountability

The Guild bookkeeping functions are administered by Accounts Officer Allison Peirse on a part time basis.

Allison is responsible for the day to day accounts receivable, payable and membership invoicing along with providing monthly reports.

The accounts officer has viewing only access to the Guilds' bank accounts with the exception of full transaction access to our ASB Credit Card "Cardpay" system. This allows for credit card refunds which are required from time to time.

The Guilds budget is the responsibility of the Treasurer and the Executive Officer.

The Guilds bank accounts & term deposits all require two signatures for cheques and transfers. The signatories are National Executive board members.

The Guilds annual accounts are prepared by Chartered Accountants McGregor Bailey. I bring to you attention the "Review Report" on page 11 of the 2009/2010 Financial Statements.

This review is carried out instead of an audit as required in the constitution. The Review Report notes:

"A review is limited primarily to enquiries of organisation personnel and analytical review procedures applies to financial data, and thus provides less assurance than an audit. We have not performed an audit and, accordingly, we do not express an audit opinion. Based on our review, nothing has come to our attention that causes us to believe that the accompanying financial statements on pages 2 to 9 do not give a true and fair view."

#### Treasurers Notes

- The Statement of Financial Performance and Statement of Cashflows (where included) have been prepared so that all components are stated exclusive of GST. All items in the Statement of Financial Position are stated net of GST, with the exception of account receivables and payables.
- This year was a transition of membership dues from \$180 incl GST to 243 incl GST. Due to the rolling membership renewals throughout the full financial benefit of the increased membership fee will not be seen until the 200/2011 year.
- In the Balance sheet on page 6, the item "receipts in advance" for the amount \$30,000 represents the following
  - o \$20,000 funding from the NZFC for member & industry communication which was received in the 2009/10 year but is being spent in the 2010/11 year
  - o \$10,000 an unsolicited grant kindly received from Pacific Renaissance Spartacus for the Safety Code of Practice which is being spent in the 2010/2011 year

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- \$40,000 of Guild reserves (investments) has been earmarked for some time for the Safety Code of Practice. This was reaffirmed by the National Executive Board in July and a further announcement on the planned expenditure of that \$40,000 and the \$10,000 from Pacific Renaissance is expected later this year.
  - The Bank Charges of \$2440 noted in page 3 - expenses is for credit card transactions and online credit card facilities. The Guild's ASB bank accounts do not incur fees.

My thanks to Fritha Stalker, Allison Peirse and Trammy Hoang (McGregor Bailey) for all their work in this past year.

After three years as Treasurer, I will be retiring from this position as of the 2010 AGM.

David Madigan

NZFVTG Treasurer