

**MINUTES OF THE 69th ANNUAL GENERAL MEETING OF THE
CHAMBER MUSIC NEW ZEALAND TRUST
HELD VIA ZOOM
ON 20 MAY 2020**

The meeting commenced at 1.00pm

Present

CMNZ Trust Board: Kerrin Vautier (Chair), Chris Finlayson (also Foundation Trustee), Matthew Savage, Hamish Elliot, Gregory Fleming and Andreas Heuser.

CMNZ Foundation Board: Paul Baines (Chair), Gretchen La Roche, Helen Philpott, Peter Walls.

Members and Guests: Clare Monti, Graham Parsons, Ingrid Culliford, Kate Lovell, Patricia Shelton and Virginia Warbrick

In attendance: Catherine Gibson (Chief Executive) and Katrina Bullen (Minute Taker).

CMNZ Staff: Jack Hobbs (Artistic Manager) Beckie Lockhart (Outreach Coordinator), Will Gaisford (Marketing Manager), Elliot Vaughan (Artistic Administrator), Rafaela Gaspar (Business and Funding Administrator), Steff Kemp (Development Manager), Rachel Hardie (Operations Coordinator), Yvonne Morrison (Finance Manager) and Hannah Jones (Bequest Executive).

1.0 INTRODUCTORY ITEMS

1.1 Welcome and Apologies

The Chief Executive welcomed everyone to the meeting and outlined the process they would use for Zoom. She then handed over to the Chair.

Apologies were received from Vanessa Doig (CMNZ Trust Board Trustee), Rachel Reese (Nelson City Mayor) and Anne Groufsky (Todd Corporation).

1.2 Minutes of the 2019 Annual General Meeting

It was resolved that the minutes of the Annual General Meeting held on 30 April 2019, having been distributed previously, be taken as read and confirmed as a true and correct record.

Kerrin Vautier / Matthew Savage

2.0 ITEMS FOR DECISION

2.1 2019 Annual Report (including Chair and Chief Executive Reports)

2.1.1 Chief Executive

The Chief Executive said that the Annual Report was available on the CMNZ website and that notably 2019 would be remembered as the year when CMNZ was again successful in their application to Creative New Zealand's Toi Tōtara Haemata Investment Programme. The six years of confirmed funding 2020–2025 provided CMNZ with certainty and confidence for forward planning.

In discussing the 2019 programme the CE noted how each of the different strands of activity interconnect to engage with audiences across New Zealand. Pairing New Zealand artists with international stars was a feature of the second half of the year. CMNZ's commitment to supporting New Zealand artists saw two new commissions by Michael Williams (for Te Kōkī Trio) and by Salina Fisher for UK cellist Matthew Barley and NZ pianist Stephen De Pledge.

The Matariki series had been expanded and the IHC Accessible Series and accompanying workshops had provided relaxed musical experiences for people with intellectual disabilities. The NZCT Chamber Music Contest continued to be a highlight of the CMNZ year.

The Chief Executive extended her thanks to staff at the national office and around the country including the Concert Managers, local committees, District Contest Organisers and volunteers. She also thanked the Board of Trustees for the time they gave to fulfil their governance role

2.1.2 Chair

The Chair also welcomed attendees and expressed appreciation for their participation and support. She commended Catherine Gibson for her leadership of CMNZ during her first year as Chief Executive and for the way she is leading CMNZ's response to the COVID-19 and economic crisis. She assured the meeting that CMNZ was in safe hands. A second key appointment during the year had been that of Stephanie (Steff) Kemp as Development Manager and the Board was grateful to the Foundation for their investment into this role.

There had been a small fall in total revenue during 2019 but there was stability in the level of accumulated funds. There were continuing pressures on the subscription model and on the need to enlarge the audience base. Continued investment in young musicians – who will be part of the chamber music voice in future - will depend on the financial support of the community.

The Chair went on to thank all those who were helping CMNZ to invest in the future of chamber music in New Zealand. Creative New Zealand, when committing to a further six years of funding, said that this recognized CMNZ's significant contribution to the artistic life of our nation".

It was resolved that 2019 Annual Report be received.

Kerrin Vautier / Hamish Elliott

2.2 Audited Financial Statements for the Year Ended 31 December 2019

In the opinion of the Chief Executive, the Board Trustees and Auditors, the Financial Statements "present fairly in all material respects the Trust's financial position as at 31 December 2019 and its financial performance and cash flows for the year ended on that date".

It was resolved that the Audited Financial Statements for the Year Ended 31 December 2019 be accepted.

Kerrin Vautier / Greg Fleming

2.3 Appointment of Auditor

It was resolved that KPMG be reappointed as CMNZ auditor for the ensuing year.

Kerrin Vautier / Hamish Elliott

3.0 CONFIRMATION OF TRUSTEES

3.1 Confirmation of CMNZ Trust Chair and Deputy Chair

The Chair noted that at its meeting earlier that day, the Trust Board had re-elected her as Chair of the Trust for a further year and had re-elected Christopher Finlayson as the Deputy Chair for a further year. These reappointments were confirmed.

3.2 Confirmation of CMNZ Trustees

It was resolved that the following Trustees be confirmed in their role as Trustees of the Board of Chamber Music New Zealand: Vanessa Doig, Matthew Savage, Hamish Elliott, Gregory Fleming, Christopher Finlayson, and Andreas Heuser.

Kerrin Vautier / Andreas Heuser

The Chair noted that Andreas was also Chair of the Board's Audit Committee; that Vanessa was also Chair of the Board's HR and Remuneration Committee; and that Hamish and Gregory had been appointed as Trustees since the last AGM (in August 2019 and March 2020 respectively).

A vote of thanks was recorded for Quentin Hay, who finished his term as a Trustee during the year, for his several years of service to the CMNZ Trust.

4.0 2020 OUTLOOK – CHIEF EXECUTIVE

The Chief Executive noted that the world had changed and was continuing to do so due to COVID-19; and CMNZ was considering what this might mean through Level 2 and into Level 1. The NZCT Chamber Music Contest and coaching programme was still on track to proceed but in an online format. CMNZ was hopeful to be able to hold the live national final in Wellington but would find a creative solution if they were not able to go ahead due to restrictions. Planning was also continuing for the Matariki Series. CMNZ was watching developments closely at government level and around the world with a view to getting underway in some format as soon as possible.

The Chief Executive noted that one of the biggest challenges would be how to safely tour around the country and make venues safe for audiences. The Chair noted that the Chief Executive was being meticulous around health and safety during the pandemic.

The floor was opened for questions. Paul Baines asked about the situation in relation to the Trust's premises. The Chief Executive noted that the lease ends in November but the landlord was happy for them to leave earlier. CMNZ was currently in the process of looking at options for moving into a new office space.

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5.0 GENERAL BUSINESS

There was no general business.

6.0 CLOSURE

The Chair closed the meeting at 1.28pm

(Signed – Chair)

(Date)

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