**Minutes of the NODA SE AGM held at Barnham Community Hall, Barnham, on Sunday 2nd July, 2017, at 2.30 pm**

**Present:** as per registered list.

Regional Councillor, Mrs. Kay Rowan, welcomed members and friends to the meeting and introduced those on the platform, as follows: President of the National Operatic & Dramatic Association - Mr Michael Hastilow, Mrs Pauline Catterall – Regional Secretary and Mr Keith Smithers - Regional Treasurer. Also the regional representatives, as follows:

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| --- | --- | --- | --- |
|  |  | District 12 | Gloria Smith |
| District 3 | Anne Lawson | District 13 | Marie Coltman  |
| District 5 | Gordon Harris | District 14 | Mrs Chris Horton |
| District 6 | Cheryl Mumford | District 16 | Rita Boffin |
| District 7 | Doreen Grierson | District 17 | Mark Allen |
| District 9 | Jose Harrison | District 18 | Pauline Surrey |
| District 10 | Mark Donalds | District 19 | Jon Fox |

She also welcomed Vanessa Denson who has agreed to be our “ Media Guru” and maintain the NODA South East Facebook page.

**1. Apologies for Absence:** Lance Milton, Brenda and Greg Gower, David Waters, Pauline Surrey, and the following member societies: Staines Musical Theatre Group, Horsmonden Players, First Act, Cowes A.O.D.S., Hook Players, HailshamTheatre, New Forest Players, Petts Wood Operatic Society, Tunbridge Wells O.D.S., Starburst Theatre Company, Oasis Youth Theatre, Sway Drama Club, Burley Players.

**2. In Memoriam:** The following long-standing members of societies in the SE Region have died this year. They were remembered with a minute’s silence.

Harold Murphy – Past Treasurer of NODA Southern

Paul Keeble – Milton Musical Society

Tony Hill – Worthing Musical Theatre Company

Ken Trafford - Kentish Players & Maidstone A O D S

Steve Hall - BROS Musical Productions

Graham Payne - Little Common & Bexhill Players

In addition, two members from NODA NW who died in the Manchester Arena atrocity: Michelle Kiss (a member of the Pendle Hippodrome Theatre) and Chloe Rutherford (a member of Newcastle Theatre Company).

**3. Report of the Annual General Meeting.** Minutes of the meeting held at Alton Assembly Rooms, on Sunday 10th July, 2016 had been circulated and posted on the NODA website. These were not read out.

**4. Matters Arising:** there were none and the Minutes were duly signed.

**5. Councillor’s Report:**

“The state of the region - John will give you details about the membership of the region but I must report on the management side. There have been a few movements in the team of Regional Reps. Pauline Surrey has taken up her role in north-east Hampshire and north-west Surrey and is getting to know everyone. Last year we divided up District 17 into north and south. Unfortunately, due to outside pressures Bob Heather has stood down and with some rearranging Mark Allen is now the Regional Rep for the whole of District 17, which includes Southampton & Winchester. Barbara Fairclough in District 11 resigned during the year due to family reasons and so the district has been amalgamated into the surrounding districts. Cheryl Mumford has come on board to liven up District 6 in Kent. Only this week we received the resignation of Lance Milton in District 1. Lance is extremely involved with several societies in his district and it has become more and more problematic with conflicts of interest, family and work to undertake the role to the extent he would like. He is very pro NODA and will continue to support us where he can. Is there anyone from District 1 who would like to become Regional Rep? Please talk to me or one of the others if you are interested.

We have not, yet, developed our strategy for the younger members of our region. In the next year, we hope to organise workshop days to entice younger members to develop their theatre skills. Jackie our Youth Advisor is keen to liaise with all the groups but predominantly those for younger people.

This year I have visited Milton in the west and Margate in the east. All in all I have seen only 29 shows as opposed to 50 last year. This is partly due to my husband requiring two major operations which meant I was unable to travel far. Societies in Districts 3,7 and 19 have yet to invite me onto their hallowed ground. Many societies repeatedly invite which is super. I really would like to say next year I’ve been into every district.

I have attended numerous Council meetings in Warwick and contributed to three sub committees including strategy group which was set up to review the structure of NODA and the roles needed within it.

Societies continue to raise their standards, sometimes well above those of the professional stage. Even more importantly they challenge themselves to achieve more and more. The desire to perform newly released shows goes on unabated.

Everywhere I have gone I have received a welcome and it is great to get to know people on the second and third visit! Thank you for your invitations and please keep them coming.

The courses for this year’s summer school have been well supported and in several cases oversubscribed with waiting lists. We had four applications for bursaries so everyone was successful but unfortunately one person is unable to take up the place. I look forward to meeting them all at Summer School.

Posters and programmes were judged by a volunteer committee who spent a whole involved in the task. The standard was again very high and judging was in many cases very difficult. Regrettably all the copies of this year’s winners were sent to the national judging - so we do not have them here for you to see. Please remind your programme editors of the rules of the competition which can be found on the NODA website.

 Last year I appealed for someone to take over the NODA South East web page. I am delighted to report that this has now happened thanks to Vanessa Denson from Winchester. In order for it to be effective we need societies and individuals to not only visit the page but put up information as well. It is a very good way to advertise your shows or your auditions or any society activity or request. A great was to find props. I have been very pleased to notice as I travel around the number of societies which support each other by advertising in each other’s programmes. Mutual support comes in many form. Sharing props and costumes is also a common practice here in the South East.

NODA Today has had its ups and downs recently. I am pleased to welcome Janine Graeme here today, the daughter of our President who so ably stepped in for the last edition and is continuing for the present edition before the new members of staff arrives at the beginning of August to take on the promotion and media role. I am sure Dale will tell you more about her. Following a dearth of articles, I have been inundated this time and we almost have enough for the Autumn edition. However – keep them coming particularly coloured photographs. It is important that our NODA Today pages reflect all that is going on in the South-east.

Your committee always work very hard on your behalf and I would like to thank them for you for all of their work including their unstinting support for me.

I would like to extend a really big thank you to all the south-east committee and their partners without whose support we could not undertake these roles. Thank you too to the societies and individuals who support and promote NODA in all its activities. **This is my report and I offer it for adoption.”**

**6. Membership Secretary’s Report:** John Barnes reported that there were now 243 member societies in the region, (two of those being new members) and 43 individual members. Societies were asked to ensure that details of their NODA rep. were up to date, to ensure that information actually gets through. Thanks were expressed to John for meticulously maintaining our records, despite currently also acting as NODA Chairman.

**7.Treasurer’s Report:**  Keith presented his report, which was handed out, (a copy is attached). Keith was thanked for all his hard work, particularly with all the changes to the bank account and to the system of reporting.

**8. President’s Address:** - The President of NODA, Michael Hastilow, was welcomed to the meeting. (President’s address is attached at the end of the Minutes).

9. **Election of SE Councillor Kay Rowan** – proposed by Michael Hastilow – under Rule 23 no other nominations having been received Kay Rowan should be duly elected to serve as Councillor for the South-East Region.

1. **Election of Representatives for 2017-2018** – proposed en bloc by Kay Rowan

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| --- | --- | --- | --- |
| District 1 | Vacant | District 11 | Disbanded |
| District 2 | Mrs Brenda Gower | District 12 | Mrs E Gloria Smith |
| District 3 | Mrs Anne Lawson | District 13 | Mr Marie Coltman |
| District 5 | Mr Gordon Harris | District 14 | Mrs Chris Horton |
| District 6 | Miss Cheryl Mumford | District 16 | Mrs Rita Boffin |
| District 7 | Mrs Doreen Grierson | District 17  | Mr Mark Allen |
| District 9 | Mrs Jose Harrison | District 18 | Pauline Surrey |
| District 10 | Mr Mark Donalds | District 19 | Mr Jon Fox |

**11. Appointment of officers 2017-2018** - the south-east committee wish to appoint the following members:

Hon Treasurer Mr Keith Smithers

Hon Secretary Mrs Pauline Catterall

Hon Membership Secretary Mr John Barnes

1. **Appointment of Co-opted Members 2017-2018**  - the south-east committee wish to co-opt the following members:

Hon Editor Mr Gregory Gower

Hon Awards Secretary Mrs Margaret Coltman

Hon Web Manager Mr Mark Donalds

Youth Advisor Mrs Jackie Kenyon

Drama Advisor Mrs Margaret Fields

Media Guru Mrs Vanessa Denson

**13. Regional Conference 2018** – Sunday 18th March, – venue to be notified.

1. **Any Other Business:** There had been one or two problems with NODA email addresses this year, and members were advised to report this to their Regional Rep. Members were advised to invite Reps. early, in order to avoid disappointment. Thanks were expressed to all who had contributed to making the day a success and to members for promoting and supporting NODA within their societies.

**Presentation of awards:** The presentation of Poster & Programme Awards, Accolades of Excellence and Regional Awards then followed, with thanks to the photographers for their vital contribution to the celebration.

**Entertainment** – was provided by members of the Green “A” Team who gave a presentation giving some idea of the work they do. A Q & A session followed, with a panel comprising Michael Hastilow, President of NODA; Dale Freeman, Chief Operating Officer of NODA; Janine Graeme, the interim editor of NODA Today and editor for the West Midlands; and Michael Finch from the Green “A” Team, representing the technical side of theatre activities.

Thanks were expressed to everyone for attending; in particular to Michael Hastilow and his consort Janine for undertaking such a long journey to attend. Thanks also to the committee for their hard work .

President’s Address

*The changes to NODA since becoming President on 24th September have been monumental, so this is a brief overview of what has been happening since that date.*

*On 25th, September Fred Piggford tendered his resignation as Chairman of Trustees on health grounds, I have to say, having seen him many times since then, that he is looking a lot healthier and happier in himself.*

*With Fred retiring, John Barnes stepped in on 27th November as interim Chairman, picking up the mantle from Mancom (The Association’s Management Committee, made up of Regional Councillors) who had been keeping the Association on a reasonably even keel whilst trying to find ways of sharing the Chairman’s many responsibilities.*

*At NODA HQ more changes came in December when Sue Cuthbert handed her notice in and she finished just before Christmas. Her assistant, Hazel, tendered her resignation which Sue accepted, with Hazel leaving a week before her, and many of you may also know Bronwen left us at the end of January. As a result Mancom was kept rather busy.*

*To keep the financial side of the Association running smoothly we sought assistance from our auditors Macintyre Hudson. A member of their staff comes in to work with Beverly our financial assistant, once a week and this will continue until mid-August*

*We are looking at the best way to maintain and provide services to members and having appointed Dale as Chief Operations Officer, changing Beverly Clarke’s role to that of Admin Assistant (including Summer School) and Richard Hutchinson, Membership Services. From 1st August we will have the benefit of adding two new members to the team: Craig Allison - Finance Manager and Rebecca Owen-Fisher - Marketing and Publishing. Councillors with specific expertise are overseeing other aspects of our activities, and this seems to be working well, although it does leave us a bit thin on the ground to do advocacy work, but we are working on that.*

*Regrettably, Phil Barnett who was Councillor for Youth resigned from the post earlier this year. We are looking at ways best to promote Youth nationally, and in the mean-time we are looking to our Regional Youth advisors with their Regional Councillor to promote Youth events within their Region. If there are costs involved which fall outside the Regional Budget, we do have a small fund on which to draw from Head Office. Kay will know how best to tap into that. Already some Regions are planning workshops and, because of Regional Boundaries, are looking at cross Regional events where this is appropriate.*

*The Council has been working towards incorporation as a Charitable Incorporated Organisation. The Extraordinary General Meeting called for 1st April met and agreed to the proposals to transfer all activity, assets and liabilities to the new organisation. 30th April was the last day of the “old “ NODA, however members will see little difference other than the Charity number. For the Trustees and administration we now have a more streamlined legal structure, a clearer definition of personal liability and a constitution fit for the 21st century.*

*The “NODA Today” magazine went to bed this week and we can look forward to it hitting our doormats shortly. The magazine is only as good as the information we receive for it, so can I please urge you to submit any articles that you have to your District Representative or straight to your Regional Editor, who will be delighted to receive them.*

*We also have “NODA Safe” which is all about Health and Safety, and there are workshops which can be delivered by Neil Maidman. Please use NODA Safe, it is there for you and is a part of your subscription. I am sure that Neil would be delighted to help you in any way he can.*

*The Legal Helpline, which is also part of your subscription, can help you resolve any society legal problems you may have. The way to access this is that you send your query to H.Q. who then forward it to the Chairman of Trustees. He will look at the problem and if it can be sorted locally it will be, but if not he will then pass it to the helpline. The first contact with the helpline is free as part of your Annual subscription, but any subsequent actions are negotiated between both parties. I would advise any society who may have a legal problem to use this free service.*

*We are coming to the end of a very large project to upgrade our IT systems which involved a new CRM system which will enable us to be more accurate and flexible with the information we hold on members and will also enable regions to keep local details up to date, so hopefully there will be less problems in the future. The system is up and running in H.Q. and appears to be working well.*

*As well as the CRM we will also be having a brand new website. We are all aware that the present website has problems, so the new one will have everything on it that we want. Since Sue Cuthbert left, Gordon Richardson, NODA North (Website) has been overseeing the project. There are high hopes that Council will see it at their meeting next month, with a view to full launch at the National Conference in Torquay..*

*The jewel in our crown is the NODA Theatre Summer School, which in 2017 will be held at Yarnfield Park Conference Centre at Stone, Staffordshire in August. This is a new venue for Summer School and we are expecting that it will be as good as Warwick was. If you haven’t experienced Summer School I would urge you to give it consideration.*

*The open day for Summer School is Wednesday 2nd August, there is a cost involved but for those of you who wish to come and have a look around, it is an ideal opportunity: email Jacquie Steadman, or your Regional Councillor, for details, their addresses can be found on the NODA website, in the Magazine or at your information point here today.*

*Finally, This year’s National Conference is on 23rd and 24th September at the Palace Hotel in Torquay, at which Nick Lawrence will be installed as President. May I conclude by wishing you all and Kay a successful and fulfilling year.*

*Michael Hastilow, President.*