

Annual Operating Fund 2019-20 Tranche 2

Applications Book Part 1

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AOF Application Form

"Looking ahead"

The purpose of this form is to look ahead over the next grant year, to see how you plan to use your annual operating grant for the benefit of the community.

Summary information	
Organisation name	Anawhata Museum Trust
Contact Person Name, email and phone number of person completing this form	Geraldine Crow
New postal address? Please provide if it has changed	/
Incorporated Societies/ Charitable Trusts Registers Number	Number: Please ensure your register is up to date. CC 10338

Organisation information

Resourcing	Number	FTE*
How many paid workers does your organisation employ?	5	2
How many volunteer workers does your organisation have?	12	2

* FTE is Full Time Equivalent. This is based on approximately 37.5 – 40 hours per week. Approximates are fine. Example: a person who works 20 hours a week is 0.5 FTE.

Area of work

Please select which one of the following relate **most closely** to your organisation:

- ☐ **Arts and Culture** – Projects and activities that facilitate education and enjoyment of the arts and of culture for the people of our District.
- ☒ **Heritage and Environment** – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.
- ☐ **Recreation and Sport** – Projects and activities that enable participation and engagement in recreation and sport for people in our district of all abilities, ages and life stages.
- ☐ **Community Connectedness and Wellbeing** – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.

Data on your customers/visitors

Please tell us who your customers/visitors are, using estimated percentages where possible. This information helps us to build a picture of which communities our funding supports. It is for statistical purposes only and has no bearing on your application.

How many customers/visitors did you have 'last year'? (Please state what period your data covers)	For the year from 1-4-18 until 31-3-2019 we had 1,908 Adults 144 children 496 group discounted & 77 comps totalling 2,625 people.
% Whangarei residents, Northland-wide residents, visitors (national/international)?	47% Northland 19% Auckland 17% other areas of NZ 6% Australia 11% other overseas.
% Age ranges?	Mixed
% Ethnicities?	Mixed
Anything else you'd like to add?	Our overseas visitors have been slowly increasing.

The year ahead

Tell us about your organisation and what you plan to do in the year ahead with the below questions.

The Idea – Briefly explain your organisation's kaupapa (purpose):

The museum's main purpose is to show people the change in technology over the 20th century. While this core purpose doesn't change as our staff and volunteers learn more from research – we are able to pass ^{that} information on to our visitors

Alignment – Tell us how your organisation's kaupapa aligns with Council's Vision and Community Outcomes?

The council's vision is to have a vibrant, attractive and thriving district and to provide services to meet the needs of a diverse community.

The museum definitely meets the needs of people in the community interested in history, automobiles and other objects from the past. We act as a destination for people to visit in their leisure time, an important community need.

The Need – What need is there for your organisation? What indicators do you use?

Around the world governments and councils recognise the need to preserve history and to tell people about their past. It is important to remember stories and people from the past. The future builds on ideas from the past.

The main indicators we use are our increase in visitor numbers but more importantly our visitor feedback forms – visitors are enthusiastic about the museum.

The Impact – What difference will your organisation make to the community over the next year?

We will continue to encourage school groups and educate them about our past. We will be a destination for many other groups that are interested in history and automobiles. We have 3 part-time researchers 1 paid (6 hours) 2 volunteers who will continually improve our displayed information.

Finally, if we receive the money to buy the other part of the Dairy Factory we will increase the visitor experience in Maungatapuere & other local businesses benefit.

Collaboration – What other organisations, community groups and individuals will you collaborate with to make a difference to the community?

We work with different schools in our community, the various car clubs as well as the homes for the elderly. Our displays bring back memories for so many of our visitors – such as finding the first car they drove. For young people, seeing analogue telephones and seeing typewriters as well as the old cars and how they started.

Your Approach – How will you demonstrate the impact of your work?

We ask our visitors to fill in feedback forms, these help us monitor what people want to see. We also have Facebook Page and a presence on Trip Advisor. These also help us see the impact we are having in the community.

We also keep a record of visitor numbers how people heard about us and where they come from. This helps us monitor our advertising but also how well we are received in the community.

Funding

The Annual Operating Fund grant is an exceptional level of support for organisations that provide ongoing, valuable services, programmes and amenities to the community.

Generally, indicative levels of funding remain consistent from year to year, subject to satisfying the performance measures and need/benefit assessment for this Fund.

If exceptional circumstances mean you would like to request a change in funding, please state your request and rationale below.

When the council submissions to the Annual Plan were open, the museum put forward a submission to increase the funding from \$7,040.00 to \$10,000. We believe the council doesn't provide enough money in the tourism sector.

We specifically asked for the increase to help support our paid staff. Although providing work for volunteers is important, we also believe providing paid employment in a community is important as well.

We would like to receive \$10,000 thank you.

Gllcraw.

AOF Report

Attach your AOF report along with your business plan.

Annual plan for Packard Motor Museum

From 1st April 2019 to 31st March 2020 and ongoing

The main aim of the museum is to become one of Northlands premier attractions for both locals and visitors, increasing tourism to Northland.

The following initiatives are to be worked on over the next twelve to eighteen months.

Funding:

- (a) To maintain funding levels from different Grant Groups.
- (b) Develop this year's funding calendar to match the following projects and other areas to be funded with the appropriate funder.
 - 1. We are putting in an application to the PGF to purchase the remaining part of the Dairy Factory and build 20 specialty shops in the Drying Tower.
 - 2. Welding of Face shovel: Funder to be sourced
- (c) To work on more philanthropic funding.
- (d) To hold two Start-up Tours over the year. The first is on Saturday 1st June.
- (e) Admissions: aim to increase admissions by at least 20%.

Visitors:

- (a) Work on attracting more visitors from Auckland and beyond.
- (b) Open five days a week from mid – December 2019 to the end of March 2020.
- (c) Work on attracting more Chinese/Asian tourists.
- (d) Maintain the monthly mail-out system targeting clubs and other groups. Aim for at least two groups per month.

Staff

Over summer hire another part-time tour guide.

Volunteers:

Maintain our volunteer base and look at expanding the team with a grounds person and volunteer tour guides.

Shop:

Get the shop into better order by:

- (a) Have a set budget over this year to buy items that are Packard Motor Museum specific souvenirs.

Displays and Signage:

- (1) Continue re-arranging the big back shed to group machinery in a more meaningful order, i.e. all bulldozers together, all road rollers together etc. as per map, which has been drawn up.
- (2) Upgrade display information within the museum. We are working at replacing the current metal sign-holders with A5 individual signage for each vehicle or large signs in each section showing the vehicle, concise information and location in shed.
- (4) Signage for outdoor items to bring them into perspective rather than being viewed as rusting junk.
- (5) Simple museum maps to hand out to visitors, especially large tour groups.

Education Program:

- (a) Continue to expand our education programme by keeping in contact with Northland schools.
- (b) Continue the Leadership Training Program for yr 12 and 13 students who want experience in the tourism area. Twelve-week program covering/manning reception, taking tours and running shop. Past graduates of the programme can be ambassadors and mentor new intake. Target specific colleges and schools by speaking at assemblies.

Capital projects:

- (1) To move Achilles' Gun to display at the front of the museum.
- (2) Cosmetic restoration of the Face Shovel.
- (3) Get big diesel tank removed and turn that area into a storage shed.

Maintenance:

- (1) Develop the gardens and grounds to be more ascetically pleasing.

Advertising:

- (1) Continue developing our social media marketing programme and website.
- (2) Continue writing advertorial advertising the Savvy Mag and other newspapers and magazines as well as on-line.



AOF Impact Report Form

"Looking back"

The purpose of this form is to look back over the last grant year, to see what impact your annual operating grant has had on the community.

Organisation name	Anawhata Museum Trust
Contact name	Geraldine Crow
Position in group	Treasurer
Email	gcrow@xtra.co.nz or info@packard
Daytime phone number(s)	(09) 433 1536 or 027-614-0445

museum.co.nz

Performance measures

In July 2018, we provided you with a set of performance measures (attached again for your reference). Please refer to these when answering the below questions on your impact over the last year.

(If you were given specific, additional measures, please report against those as well).

For the reporting period, tell us how your organisation went with the following questions.

Did your organisation meet the expectations of your board, the people who use your services, and the wider community? Why/why not?

Yes. The museum is open to the public four days a week and this summer 2018-19 we opened five days a week. Our visitor numbers increased from 2055 (1st April 17 to 31-3-19) to 2625 (1-4-18 to 31-3-19) opening 5 days a week over summer benefited tourists as well as locals.

What difference did your organisation make?

All our visitors are taken through the museum with a tour guide who tells them stories and gives more information about our displays. This works really well and people are always commenting on how they enjoy hearing the stories. The main difference our museum makes is in an easy type of education for each visitor. People leave knowing more than when they came.

What worked well?

"Last year we began doing start-up tours and have continued doing these in 2019. They have increased our visitor numbers and people enjoy seeing/hearing the vehicles start.

What didn't work so well?

We ran a concert - the Band - 'Hot Diggity' played at the museum. We thought being a band playing 1950's blue-grass music it would attract a crowd but it was poorly attended.

Resourcing – In your last application, you provided indicative numbers of volunteer and paid staff, and their expected total hours for the year. Were the actual numbers the same as expected/indicated? If not, please provide some comment.

Yes they were.
We have been fortunate to have a very steady staffing and volunteer rate. Our main staff members have been with us for five years and so have our core group of volunteers.

Who and how many people were involved with or received services from your organisation? How did they benefit?

From 1-4-18 until 31-3-19 we had 2625 visitors who toured the museum. These people benefited from hearing our stories and learning more about our vehicles. We have six part-time tour guides working for the museum (4 paid 2 volunteer)

Who did you work with to deliver your project, programme or service?

We have our own in-house people who keep the museum tidy and take people through the museum. We get at least 2 groups such as car clubs, probus, groups from old peoples homes visiting each Month. We also get school groups visiting. We provide a destination of interest for these groups.

Which of the following areas would you like to strengthen? (please tick or highlight)		
<input type="checkbox"/> Leadership	<input checked="" type="checkbox"/> Marketing/publicity	<input checked="" type="checkbox"/> Facilities
<input checked="" type="checkbox"/> Fundraising	<input type="checkbox"/> Financial management	<input type="checkbox"/> Planning and organisation
<input type="checkbox"/> Equipment and resources	<input type="checkbox"/> Volunteers/time	<input type="checkbox"/> General skills/expertise
<input checked="" type="checkbox"/> Other: We would love to see more schools visit us. We get 2-3 schools per year but want to increase this.		
Is there anything else you'd like to tell us?		
<p>We believe the Packard Motor Museum is an incredible asset for Northland. We are the only museum that takes ^{visitors on} regular tours and explains about the change in technology over the 20th century.</p> <p>Last year (2018) Mrs Moria Crow - a long standing board member passed away. We have a new board member Stephen Smith, CE of Northland Chamber of Commerce.</p>		

Attach:

- Your business plan for the year(s) ahead.

Submit:

Your completed report with your application for next year to funding@wdc.govt.nz.

You can also post it to:

Community Funding
 Whangarei District Council
 Private Bag 9023
 Whangarei 0148

Or drop it in to one of our customer service centres.

Thank you for contributing to your community and helping Whangarei to be a vibrant, attractive and thriving district.

From: cms@wdc.govt.nz
To: [Mail Room](#)
Subject: Annual Plan 2019-2020 Feedback - Geraldine Crow - 2019-04-03
Date: Wednesday, April 3, 2019 11:10:14 PM

[Submitted by Anonymous User]

Do not reply to this email - This mailbox is not monitored. This is a copy of information submitted for your records.

Your details:

* Full Name(s): [Geraldine Crow](#)

* I am writing this submission: [on behalf of an organisation](#)
[ANAWHATA MUSEUM TRUST](#)

Name of Organisation:
(Please provide an organisation name only if you are making this submission on behalf of that organisation).

Postal Address: [3773 Mangakahia Rd, RD 2 Whangarei](#)
[Maungatapere](#)
[Maungatapere](#)
(This box will automatically expand)

Work Phone: [094348214](#)

Mobile: [0276140445](#)

Home Phone: [094331536](#)

Email: fcraw@xtra.co.nz

(If you provide a valid email address, a copy of this form will be sent to you).

* Do you wish to be heard in support of your submission? [Yes](#)

(Your submission will be heard at a traditional hearing on 16 April 2019).

Your feedback:

Do you think we are on the right track for our Annual Plan 2019-2020?

[Submission from Geraldine Crow, Treasurer of the Packard Motor Museum.](#)
[I attended the consultation for the council's Annual Plan at the Mangakahia Sports Complex and one thing that stood out to me was the disparity in funding between community sports and community culture and heritage. Culture and heritage were pretty much not mentioned. The reason I attended the meeting was - I would like to see more funding allocated to the Packard Motor Museum \(Anawhata Museum Trust\).](#)
[However, I realised there is a bigger picture at stake here.](#)
[While I understand the importance of sport in the life of a community, culture and heritage is equally important especially given the following:](#)
[Tourism:](#)
[Places of culture such as art galleries and museums attract tourists and the tourist dollar. When a visitor comes to Whangarei, they will tend to want to visit the local art venues and museums. A town that lacks this type of venue generally gets passed-by fairly quickly. Although golf clubs can be available to the tourist, most sporting facilities are not.](#)
[The Baby Boomers:](#)
[Our population in New Zealand and many of the populations in Western countries are aging populations. Many baby boomers \(ie over 60 years old\) are travellers and as older travellers not particularly into Adventure Tourism such as Bungy Jumping or the like.](#)
[However, they are into visiting local art venues and heritage museums.](#)
[Over the last five years, the number of national travelers from outside Whangarei visiting the museum have increased as have the number of overseas visitors. This market is important for the museum and also important for Northland.](#)
[If travelers have lots of interesting and unique places to visit in an area they will plan to stay longer. This spins off into more hotel beds and meals purchased and more general souvenirs](#)

bought.

A particularly unique asset to the WDC is the Packard Museum. This museum tells the story of the change in technology over the 20th century and has many rare and unique vehicles such as the 1873 Dubs steam train, one of the first of 12 brought into NZ for the purpose of being used in the laying of railway tracks around NZ.

Other unique vehicles are a New Zealand designed and manufactured Gnat, the NZ designed and manufactured Trekka, a rare Model D4 Airdrop Tournapull, the only one in Australasia, and the list goes on. Along with these vehicles is our world class collection of Packard Cars ranging from 1919 to 1958.

This museum deserves the financial support of council for the educational value of the collection, the rarity of the collection and the tourist dollars it already brings to Whangarei and will continue to bring in the future.

Prior to the final development of the WDC Long Term Plan the Anawhata Museum Trust put forward a submission/ request for on-going funding from council for \$10,000. We were awarded \$7000 which we have been grateful for. However, we would like to return to council and request that we be allocated \$10,000 in the on-going budget as this money helps to pay for one of our staff members.

However, we would like council to consider increasing their contribution to more than the \$10,000 to help with wages and allow more money for displays.

We also request that council have a look at the significance that culture and heritage play in the tourist industry in the Northland region and re-align funding to support not just the Packard Museum but other similar venues.

Thank you

Geraldine Crow.

(This box will automatically expand)

Do you have any further comments?

(This box will automatically expand)

Please check that the details you have provided are correct before you submit the form – once you click the [Submit Form] button the form cannot be changed.

If you have supplied a valid email address, a copy of this completed form will be emailed to you.

Otherwise please print a copy of it for your own records before you close this window.

*Submit Button - This button will become active when all mandatory fields are filled in (fields marked with *) and you click once on the button.*

All submissions are considered official information under the Local Government Official Information and Meetings Act, and may be published and/or made available to elected members and the public.

Performance Report

THE ANAWHATA MUSEUM TRUST
For the year ended 31 March 2018

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Entity Information

THE ANAWHATA MUSEUM TRUST For the year ended 31 March 2018

'Who are we?', 'Why do we exist?'

Legal Name of Entity

The Anawhata Museum Trust

Entity Type and Legal Basis

Charitable Trust and Registered Charity

Registration Number

CC10338

Entity's Purpose or Mission

- To assemble, preserve and display in the Museum, artifacts - especially cars and heavy machinery - showing the change in technology from the Industrial Revolution and through the 20th century, to illustrate it's impact on and benefit to life in New Zealand;
- To promote the ideals and principles ensuing from Christianity, in particular the teachings of Martin Luther and demonstrating through the display of artifacts how the Christian ideals and principles contributed to the Industrial Revolution;
- To educate the Public, through the museum displays and illustrations, of the positive impact of Christian beliefs and the social benefits to be derived from following these beliefs; and
- To uphold the memory and achievements of those individuals who contributed to the Industrial Revolution.

Entity Structure

Trust Structure: We currently have five Trustees which make up our governance board, including three executive officers acting as Secretaries, Treasurer and a Chairperson. A quorum of trustees is comprised of three of the Trustees.

Operational Structure: Our operations are managed by a part-time manager/Treasurer and museum Director. We also employ two part-time tour guides, a part-time administrator and a cleaner. Two personnel work as tour guides in a voluntary capacity. The museum also has up to seven volunteers who help with general work around the museum.

Main Sources of Entity's Cash and Resources

The Trust receives the majority of it's cash and resources from museum admissions, shop sales, grants and donations.

Main Methods Used by Entity to Raise Funds

The Trust operates The Packard Motor Museum which displays motor vehicles, trains, domestic items and other machinery from the Industrial Revolution of the 18th and 19th centuries. Admissions and tours of the Museum in addition to sales from the operation of a shop selling gifts and mementos are the main methods used to raise funds.

The Trustees seek additional funding from grants and donations for specific purposes.

Entity's Reliance on Volunteers and Donated Goods or Services

The Trust relies on volunteers to assist in the shop and museum and with various other activities and events throughout the year. Some small household items are donated and displayed in the museum.

Contact Details

Physical Address: Old Dairy Factory, SH14 Maungatapere, Whangarei

Postal Address: PO Box 151 Maungatapere, 0152

Phone: (09) 434 8214

Email: info@packardmuseum.co.nz

Website: www.packardmuseum.co.nz

Facebook: www.facebook.com/PackardMuseum

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Approval of Financial Report

THE ANAWHATA MUSEUM TRUST

For the year ended 31 March 2018

The Trustees are pleased to present the approved financial report including the historical financial statements of THE ANAWHATA MUSEUM TRUST for year ended 31 March 2018.

Date

APPROVED

Geraldine Lesley Caw
Treasurer, Secretary

Fenton Stewart Caw
Chairperson

Sharon Morgan
Trustee

Frances Lawrence
Secretary

Leyton Chan
Trustee

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Statement of Service Performance

THE ANAWHATA MUSEUM TRUST

For the year ended 31 March 2018

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

The Trust operates The Packard Motor Museum which collects and displays artifacts related to the Industrial Revolution, and through the display of these artifacts promotes the ideals and principles ensuing from Christianity.

	2018	2017
Description and Quantification of the Entity's Outputs		
Admissions and Sales	35,009	26,793
Visitor Numbers		
Adults Full Price	1,496	1,406
Children Full Price	118	402
Adults & Children Discounted	383	414
Complimentary	58	51
Total Visitor Numbers	2,055	2,273
Additions to Museum Display Collection		
1960 MG Magnette	-	870
Balance Scales	-	130
Crane	3,500	-
1974 Skoda S100 S	-	1,391
Telephone Box	-	1,477
Total Additions to Museum Display Collection	3,500	3,869

Statement of Financial Performance

THE ANAWHATA MUSEUM TRUST

For the year ended 31 March 2018

'How was it funded?' and 'What did it cost?'

	NOTES	2018	2017
Revenue			
Donations, fundraising and other similar revenue	1	86,662	101,098
Revenue from providing goods or services	1	46,578	47,049
Interest, dividends and other investment revenue	1	4	-
Other revenue	1	348	261
Total Revenue		133,592	148,409
Expenses			
Volunteer and employee related costs	2	86,956	79,764
Costs related to providing goods or service	2	26,772	46,268
Other expenses	2	19,167	21,851
Total Expenses		132,896	147,882
Surplus/(Deficit) for the Year		697	526

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Financial Position

THE ANAWHATA MUSEUM TRUST

As at 31 March 2018

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAR 2018	31 MAR 2017
Assets			
Current Assets			
Bank accounts and cash	3	1,873	331
Debtors and prepayments	3	75	-
Inventory	3	16,819	4,808
Total Current Assets		18,767	5,139
Non-Current Assets			
Property, Plant and Equipment	5	1,084,853	1,090,412
Other non-current assets	3	-	6,297
Total Non-Current Assets		1,084,853	1,096,708
Total Assets		1,103,620	1,101,847
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	49,477	47,103
Employee costs payable	4	926	1,825
Unused donations and grants with conditions	4	-	400
Total Current Liabilities		50,404	49,328
Total Liabilities		50,404	49,328
Total Assets less Total Liabilities (Net Assets)		1,053,216	1,052,519
Accumulated Funds			
Capital contributed by owners or members	6	978,330	978,330
Accumulated surpluses or (deficits)	6	74,886	74,189
Total Accumulated Funds		1,053,216	1,052,519

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Cash Flows

THE ANAWHATA MUSEUM TRUST

For the year ended 31 March 2018

'How the entity has received and used cash'

	2018	2017
Cash Flows from Operating Activities		
Donations, fundraising and other similar receipts	89,834	103,498
Receipts from providing goods or services	52,323	53,081
Interest, dividends and other investment receipts	4	-
Cash receipts from other operating activities	400	300
GST	(672)	162
Payments to suppliers and employees	(138,149)	(139,644)
Cash flows from other operating activities	(309)	(251)
Total Cash Flows from Operating Activities	3,432	17,146
Cash Flows from Investing and Financing Activities		
Proceeds from loans borrowed from other parties	3,500	-
Payments to acquire property, plant and equipment	(5,390)	(17,169)
Total Cash Flows from Investing and Financing Activities	(1,890)	(17,169)
Net Increase/ (Decrease) in Cash	1,542	(23)
Cash Balances		
Cash and cash equivalents at beginning of period	331	354
Cash and cash equivalents at end of period	1,873	331
Net change in cash for period	1,542	(23)

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Accounting Policies

THE ANAWHATA MUSEUM TRUST

For the year ended 31 March 2018

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

The Anawhata Museum Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances.

Tier 2 PBE Accounting Standards Applied

No Tier 2 PBE Accounting Standards have been applied.

Inventory

Inventories are stated at the lower of cost, determined on a first-in-first-out basis, and net realisable value.

Revenue

Donations, fundraising and other similar revenue are recognised as income when received. Grants and donations that have a 'use or return' condition attached are recorded as a liability when received and revenue is recognised when the conditions are met.

Sales and admissions are recorded as revenue when received.

Interest is recorded as revenue as it is earned.

Property, Plant & Equipment

Property, Plant & Equipment are recognised at Cost less aggregate depreciation. Depreciation has been calculated using the following rates, which reflect their estimated useful life. Land and Display Items are not depreciated.

Buildings 2% SL & 8-13% DV

Development Expenditure 4% DV

Furniture & Fittings 0-25% DV

Office Equipment 40-50% DV

Plant & Equipment 25% DV

Gains and losses on disposal of fixed assets are taken into account when determining the operating result for the year.

Creditors and Accrued Expenses

Creditors are recorded when an invoice has been received. When goods or services have been received by or performed for the trust but no invoice has been received, an estimate of the amount to be paid is recognised as an accrued expense.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

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Notes to the Performance Report

THE ANAWHATA MUSEUM TRUST For the year ended 31 March 2018

	2018	2017
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Donations for Volunteers	1,200	1,300
Donations Received	356	2,098
Farm Donations	48,500	74,400
Grants - Foundation North	10,000	-
Grants - Internal Affairs	1,700	2,500
Grants - Lotteries Commission	15,000	10,000
Grants - Other	113	1,000
Grants - Pub Charity	2,793	2,300
Grants - Whangarei District Council	7,000	7,500
Total Donations, fundraising and other similar revenue	86,662	101,098
Revenue from providing goods or services		
Admissions and Sales	30,175	31,000
Rental Income	14,419	12,040
Shop Sales	1,984	4,009
Total Revenue from providing goods or services	46,578	47,049
Interest, dividends and other investment revenue		
Interest Received - IRD Use of Money	4	-
Total Interest, dividends and other investment revenue	4	-
Other revenue		
Sundry Income	348	261
Total Other revenue	348	261
	2018	2017
2. Analysis of Expenses		
Volunteer and employee related costs		
ACC Levies	306	(91)
Contract Work	3,342	19,377
Staff Expenses & Training	104	174
Volunteer Expenses	6,597	5,632
Wages	76,607	54,671
Total Volunteer and employee related costs	86,956	79,764
Costs related to providing goods or services		
Advertising	9,484	9,270
Brochures	1,197	1,050
Cleaning	846	946
Communication Expenses	459	1,799
Computer Expenses	160	267

Cost of Goods Sold	(11,921)	2,507
Display Material	100	629
Eftpos Rental	358	341
Electricity	4,515	3,774
Equipment Hire	812	1,363
Freight & Cartage	51	212
General	-	247
Insurance	1,826	1,669
Motor Vehicle Expenses	121	837
Petty Cash Expenditure	395	1,056
Postage	419	427
Printing & Stationery	1,972	2,946
Rates	1,406	1,622
Rent	1,925	3,060
Repairs & Maintenance - Buildings	3,413	3,812
Repairs & Maintenance - General	552	2,890
Repairs & Maintenance - Plant & Equipment	2,628	499
Repairs & Maintenance - Vehicles	1,668	1,949
Security Expenses	536	576
Subscriptions & Licences	1,252	71
Telephone & Tolls	2,597	2,447
Total Costs related to providing goods or services	26,772	46,268
Other expenses		
Accountancy Fees	-	5,008
Audit Fees	1,485	2,765
Bank Charges	309	251
Depreciation	17,246	13,688
Interest - Use of Money	9	11
Tax Penalties	118	128
Total Other expenses	19,167	21,851
	2018	2017

3. Analysis of Assets

Bank accounts and cash		
Cash on Hand	780	171
Kiwibank Cheque Account	1,092	160
Total Bank accounts and cash	1,873	331
Debtors and prepayments		
Prepayments	75	-
Total Debtors and prepayments	75	-
Inventory		
Stock on Hand	16,819	4,808
Total Inventory	16,819	4,808

	2018	2017
4. Analysis of Liabilities		
Creditors and accrued expenses		
GST	1,172	(586)
Loan - FS Craw	2,000	-
Loan - ME Craw	7,118	7,118
Tarai Station Trust	37,091	35,591
Trade Creditors	2,096	4,980
Total Creditors and accrued expenses	49,477	47,103
Employee costs payable		
Wages Deductions Payable	926	1,825
Total Employee costs payable	926	1,825
Unused donations and grants with conditions		
Grants Received - Tagged Funds	-	400
Total Unused donations and grants with conditions	-	400
	2018	2017
5. Property, Plant and Equipment		
Land		
Land at cost	516,000	516,000
Total Land	516,000	516,000
Depreciable Property, Plant & Equipment		
Buildings		
Buildings at cost	549,394	549,394
Accumulated depreciation - buildings	(44,360)	(33,004)
Total Buildings	505,034	516,390
Furniture and Fittings		
Furniture and fittings owned	16,595	16,595
Accumulated depreciation - furniture and fittings owned	(9,064)	(7,675)
Total Furniture and Fittings	7,531	8,920
Plant and Equipment		
Plant and machinery owned	870	870
Accumulated depreciation - plant and machinery owned	(472)	(340)
Total Plant and Equipment	397	530
Office Equipment		
Office equipment owned	12,301	4,115
Accumulated depreciation - office equipment owned	(7,268)	(2,990)
Total Office Equipment	5,034	1,125
Development Expenditure		
Development Expenditure	2,579	2,579
Accumulated depreciation - development expenditure	(396)	(305)
Total Development Expenditure	2,183	2,274
Total Depreciable Property, Plant & Equipment	520,180	529,239

Display Items

1906 Humber Laundalette No C2094	41,304	41,304
1960 MG Magnette	870	870
1974 Skoda S100 S	1,391	1,391
Balance Scales	130	130
Crane	3,500	-
Telephone Box	1,477	1,477
Total Display Items	48,673	45,173
Total Property, Plant and Equipment	1,084,852	1,090,412
	2018	2017

6. Accumulated Funds**Accumulated Funds**

Opening Balance	1,052,519	1,051,993
Accumulated surpluses or (deficits)	697	526
Total Accumulated Funds	1,053,216	1,052,519
Total Accumulated Funds	1,053,216	1,052,519

7. Commitments

There are no commitments as at 31 March 2018 (2017 - nil).

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2018 (2017 - nil).

9. Related Parties**Payables**

Fenton Stewart Caw is a trustee of the Anawhata Museum Trust. Fenton advanced part of the funds to purchase a crane for display in the museum.	2,000	-
Tarai Station Trust is the Caw family's Trust and holds many of the display items for the museum. Tarai Station Trust provides a significant amount of the museums operating funding in the form of donations.	37,091	35,591
Moirs Edith Caw was the settlor of the Anawhata Museum Trust.	7,118	7,118
Total Payables	46,209	42,709

Donations Received

Tarai Station Trust (Farm Donations)	48,500	74,400
Total Donations Received	48,500	74,400

10. Events After the Balance Date

Moirs Edith Caw passed away on the 14th June 2018. All debts owing to Moira by the Anawhata Museum Trust were forgiven upon her death.

11. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

P.O. Box 7057
Tikipunga
Whangarei 0144
27/05/2019

Whangarei District Council
Forum North
Private Bag 9023
Whangarei 0148

RECEIVED - CUSTOMER SERVICES

28 MAY 2019

WHANGAREI
DISTRICT COUNCIL

Attn Cindy Velthuisen
Community Funding Officer

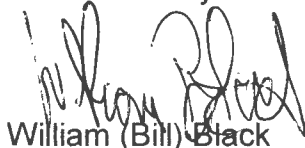
Dear Cindy

2019 – 2020 FUNDING APPLICATION

Please find enclosed a completed AOF Application Form on behalf of the Hikurangi Historical Museum Society Incorporated for the 2019 – 2020 financial year. Should you require any further information in support of the application please do not hesitate to contact me.

Also could you please note that I am in the process of taking over the duties of Treasurer from Mrs Elizabeth Faithfull on behalf of the Museum Society. The transition should be complete by the date of the next AGM.

Yours faithfully



William (Bill) Black

RECEIVED - CUSTOMER SERVICES

28 MAY 2019

WHANGAREI
DISTRICT COUNCIL

AOF Application Form

"Looking ahead"

The purpose of this form is to look ahead over the next grant year, to see how you plan to use your annual operating grant for the benefit of the community.

Summary information	
Organisation name	HIKURANGA HISTORICAL MUSEUM SOCIETY
Contact Person Name, email and phone number of person completing this form	WILLIAM BLACK BLACK@XNET.CO.NZ. LOWER CASED 4375852 0211232045
New postal address? Please provide if it has changed	P.O BOX 7057 TIKI PUNGA WHANGAREI
Incorporated Societies/ Charitable Trusts Registers Number	Number: Please ensure your register is up to date. CC1067A

Organisation information		
Resourcing	Number	FTE*
How many paid workers does your organisation employ?	NIL	
How many volunteer workers does your organisation have?	14	56

* FTE is Full Time Equivalent. This is based on approximately 37.5 – 40 hours per week. Approximates are fine. Example: a person who works 20 hours a week is 0.5 FTE. PER MONTH

Area of work	
Please select which one of the following relate most closely to your organisation:	
<input type="checkbox"/>	Arts and Culture – Projects and activities that facilitate education and enjoyment of the arts and of culture for the people of our District.
<input checked="" type="checkbox"/>	Heritage and Environment – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.
<input type="checkbox"/>	Recreation and Sport – Projects and activities that enable participation and engagement in recreation and sport for people in our district of all abilities, ages and life stages.
<input type="checkbox"/>	Community Connectedness and Wellbeing – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.

Data on your customers/visitors

Please tell us who your customers/visitors are, using estimated percentages where possible. This information helps us to build a picture of which communities our funding supports. It is for statistical purposes only and has no bearing on your application.

How many customers/visitors did you have 'last year'? (Please state what period your data covers)	JUNE 1 st 2018 TO MAY 31 2019 318 VISITORS
% Whangarei residents, Northland-wide residents, visitors (national/international)?	85% WHANGAREI 15% NATIONAL AND INTERNATIONAL
% Age ranges?	6 TO 80+ YEARS
% Ethnicities?	NZ EUROPEAN, MAORI, CHINESE. ENGLISH, CONTINENTAL EUROPEAN
Anything else you'd like to add?	VERY SUCCESSFUL OPEN DAY IN MARCH WITH MANY VISITORS

The year ahead

Tell us about your organisation and what you plan to do in the year ahead with the below questions.

The Idea – Briefly explain your organisation's *kaupapa* (purpose):

TO ENSURE THAT LOCAL HISTORY IS
MAINTAINED FOR FUTURE GENERATIONS

Alignment – Tell us how your organisation's *kaupapa* aligns with Council's Vision and Community Outcomes?

THE MUSEUM COMMITTEE PROMOTE AND PRESERVE
THE LOCAL HISTORY FOR VISITORS TO ENJOY
AND FOR CHILDREN TO LEARN ABOUT THE
PAST OF THE AREA.

The Need – What need is there for your organisation? What indicators do you use?

THE REPORTS FROM VISITORS INDICATE A
POSITIVE NEED AND SUPPORT FOR THE MUSEUM

The Impact – What difference will your organisation make to the community over the next year?

ONGOING PRESERVATION OF THE HISTORY OF THE
AREA FOR PRESENT AND FUTURE GENERATIONS

Collaboration – What other organisations, community groups and individuals will you collaborate with to make a difference to the community?

LOCAL SCHOOLS AND COMMUNITY GROUPS
THROUGHOUT THE AREA

Your Approach – How will you demonstrate the impact of your work?

THROUGH COMMUNICATION WITH LOCAL ORGANISATIONS

Funding

The Annual Operating Fund grant is an exceptional level of support for organisations that provide ongoing, valuable services, programmes and amenities to the community.

Generally, indicative levels of funding remain consistent from year to year, subject to satisfying the performance measures and need/benefit assessment for this Fund.

If exceptional circumstances mean you would like to request a change in funding, please state your request and rationale below.

LAST YEAR (2018-2019) FUNDING WAS \$6275-81

AOF Report

Attach your AOF report along with your business plan.

AUDITED RECORDS ATTACHED

Declaration

On submitting this application for funding, you have deemed acceptance of these terms and conditions.

I declare that I have the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct.

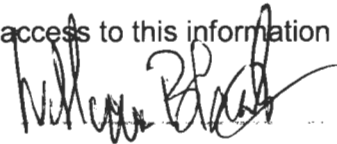
If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within two months of being advised. I understand that grant payments will only be made to a bank account in the name of the applicant group or the umbrella group as appropriate.
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by Whangarei District Council
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I/we consent to the Whangarei District Council recording the personal contact details provided in this application, and using this to send me community funding related information. I understand I can opt out anytime.

I/we understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I/we understand that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.



Submitting your application

Send your application and any supporting material to funding@wdc.govt.nz. You can also drop it in to us at Forum North or Walton Plaza, or post it to us at:

Attention: Community Funding
Whangarei District Council
Private Bag 9023
Whangarei 0148

We will acknowledge receipt of your application by email. If you don't hear from us within 7 days, please call 430-4200 to check we have received it.

Most funding decisions are advised 6 weeks after the funding round closes.

AOF Impact Report Form

"Looking back"

The purpose of this form is to look back over the last grant year, to see what impact your annual operating grant has had on the community.

Organisation name	HIKURANGI HISTORICAL MUSEUM SOC INC.
Contact name	WILLIAM BLACK
Position in group	TREASURER.
Email	BBLACK@XNET.CO.NZ (WORKER CAGE)
Daytime phone number(s)	4376852. 0211232045

Performance measures

In July 2018, we provided you with a set of performance measures (attached again for your reference). Please refer to these when answering the below questions on your impact over the last year.

(If you were given specific, additional measures, please report against those as well).

For the reporting period, tell us how your organisation went with the following questions.

Did your organisation meet the expectations of your board, the people who use your services, and the wider community? Why/why not?

YES. EVIDENCED BY POSITIVE FEEDBACK FROM VISITORS

What difference did your organisation make?

IT PROVIDED A RECORD AND PHYSICAL LINK
WITH THE AREA'S HISTORY

What worked well?

THE EXTENT AND MAKE UP OF THE MUSEUM'S
EXHIBITS

What didn't work so well?

NOT APPLICABLE

Resourcing – In your last application, you provided indicative numbers of volunteer and paid staff, and their expected total hours for the year. Were the actual numbers the same as expected/indicated? If not, please provide some comment.

YES, AS EXPECTED

**Who and how many people were involved with or received services from your organisation?
How did they benefit?**

318 VISITORS FOR THE YEAR TO 31ST MAY 2019

Who did you work with to deliver your project, programme or service?

LOCAL COMMUNITY

Which of the following areas would you like to strengthen? (please tick or highlight)		
<input type="checkbox"/> Leadership	<input checked="" type="checkbox"/> Marketing/publicity	<input type="checkbox"/> Facilities
<input checked="" type="checkbox"/> Fundraising	<input type="checkbox"/> Financial management	<input type="checkbox"/> Planning and organisation
<input type="checkbox"/> Equipment and resources	<input checked="" type="checkbox"/> Volunteers/time	<input type="checkbox"/> General skills/expertise
<input type="checkbox"/> Other:		
Is there anything else you'd like to tell us?		
No.		

Attach:

- Your business plan for the year(s) ahead.

Submit:

Your completed report with your application for next year to funding@wdc.govt.nz.

You can also post it to:

Community Funding
 Whangarei District Council
 Private Bag 9023
 Whangarei 0148

Or drop it in to one of our customer service centres.

*Thank you for contributing to your community and
 helping Whangarei to be a vibrant, attractive and thriving district.*

OPEN DAY

9.30am ~ 2.00pm
Saturday 23 March 2019



Enjoy a Shared Morning Tea ~ 10.30am
at the Hikurangi Fire Brigade Rooms
Cnr George & Alfred Streets

*Come meet and greet old friends
and acquaintances!*

The Bulletin comes out monthly.

2019 Calendar Events Coming Up:

Daylight Saving Finishes on Sunday April 7th
Easter Weekend Good Friday April 19th to April 22nd
Poppy Day Friday April 19th
Anzac Day Thursday 25th

If you have any Events you would like published in the Hikurangi Bulletin please let us know before the 15th of each month or email us before that date.

Email: friendship@hikurangi.co.nz or
 Phone us 4338452 Thanks Linda and Lynn



Whangarei Mobile Library Bus

If you are a Whangarei Library Member you can use this bus when it comes out to our

Library on a Thursday afternoon. Even if you are one of our own library members you can still come and use the bus as well. Your books can be processed with us and can be picked up the next day.

**Our Next Bus Date will be on
Monday April 29th @ 1.15pm**

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Freeview
 Installations

Hikurangi Community Notices.

Badminton Club: Wed Morn in the Hik Hall 9-12noon cost \$2.00. **Seniors:** 6.30-9.00 pm Hik School Gym. Contact Robyn 433 8718.

Businessman's Association: Meet 2nd Wed of each month, 7.00pm at the Hikurangi Volunteer Fire Station in Alfred St. All Welcome.

Children's Lighthouse Playgroup: George St. All welcome Tuesdays, Thursdays & Fridays 9.00 am – 1.00pm. Contact Sharlene 021 616 755

Fire Brigade: Training Monday Nights at 6.30pm in the Fire Station. **More Volunteers needed.**

Freemasons Lodge No 140: Meetings 7.30pm, 2nd Tuesday each month Contact Alan 437 3036 or Steve 435 5601.

Friendship House Trust: meets every 4th Tues of the month at 4.30 pm in the library. All welcome. Ph 433 8452

Healthy Hikurangi: Meet on the 2nd Wednesday at 4.30pm in the Hikurangi Library. Ph Neil 433 8537

Hikurangi Golf Club: Ph 433 8590 or 433 8055.

Hikurangi Hall: For Hire. Ph 433 8452

Hikurangi Hybrid Pilates: Contact Emma 022 454 2210.

Hikurangi Older Forum: Meets every 3rd Thurs in the Hikurangi Memorial Hall. Contact Irene 433 8505 for info.

Jack Morgan Museum, Hukerenui: Open 10am-4pm daily.

JP and Marriage Celebrant: Paul O'Dea Ph 433 8804

Kindergarten: 5 Park St, Phone 433 8535

Library Hours: Mon to Fri 10 am - 4 pm. Ph 433 8773.

Lions: Meet 2nd & 4th Tuesday of each month.

Contact Lindsay 435 6355

Museum: Hours are: Tues, Thurs, Sat 10am-11.30 am, & by appointment. Contact numbers 433 8062, 433 8757.

Museum Committee: Meet in the Museum every 3rd Sat of the month at 9.30 am. Ph Linda 433 8062

Plunket: Home visits and Clinic appointments every Tuesday & Friday Ph Ann 027 675 3408

Revive Hikurangi: Meet 1st Sunday each month at 3pm in the Hikurangi Library. All Welcome. Ph Neil 433 8537

Senior Citizens: Union Parish Church Hall 3rd Monday of the month at 1.00 pm. All welcome. Ph Linda 433 8062

Eureka Taekwondo: Self Defence for all age groups.

Hik Sch Hall, Tues & Thurs 6pm-7pm. Please just turn up on those nights for more information. Thanks.

Tai Chi: Wednesdays @ 1.30pm in Hall, Cost \$4. Contact Linda on 4338062 if more information needed.

Tornado's Youth Group: Contact Andrew 433 7463

Transfer Station Hikurangi - Winter Hours: Open 7 days, Monday to Sunday 8.00am to 1.00pm. (Winter Hours)

Whakapara Pony Club: Amber 433 9788 or 021 165 4553

Whakapara Women's Institute: Contact Marie 433 9900.

Whangarei District Council: Phone 430 4200.

Yoga: Marua Hall. Thursday 6pm \$8. Allison 09 434 4330

Any changes to these notices please let us know.

The opinions expressed in this Bulletin are the writers, and are not necessarily shared by the Bulletin Editors.

Kamo Parts

09 435 4050

579 Kamo Rd Kamo
admin@kamoparts.co.nz
www.kamoparts.co.nz

Monday - Friday 9:00 - 4:30 Saturday 10:00 - 2:00

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- Belts
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Kawasaki

YMC

Whangarei

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THE UNIVERSITY

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can-am



News Required

Do you have any news/concerns you would like to share with the community? If so please email or bring into our office in front of the Hikurangi War Memorial Hall and we will include it in the Bulletin if there is space available.



Happy Easter!

Hikurangi Community Library Hours Open

Monday - Friday 10am to 4pm. Phone 4338773

Please Note!

If you get Whangarei Library Books from the Whangarei Branch you must take them back to Whangarei or Kamo Library.

Please Do Not leave them at the Hikurangi Community Library. Thanks, this would be very much appreciated.



JUSTICE OF THE PEACE

We would like to welcome Shayn Rouse who has just qualified in becoming a Justice of the Peace. Well Done Shayn. If you need to contact him you can phone Rouse Motorcycles on 4338471.

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Marion Redfern
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Ph/Fax 4338452 during open
hours or email us at
friendship@hikurangi.co.nz**

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mta

mta

Hikurangi Historical Museum Society Inc

Financial Reports	
For the Year Ended 31st May 2018	
Contents	Page
Entity Information	1
Statement of Service Performance	2
Statement of Financial Performance	3
Statement of Financial Position	4
Statement of Cash Flows	5
Schedule of Fixed Assets & Depreciation	6
Notes to the Financial Statements	7
Independent Auditors' Report	9

Hikurangi Historical Museum Society Inc

Entity Information

As at 31st May 2018

LEGAL NAME OF ENTITY

Hikurangi Historical Museum Society Inc

REGISTRATION NUMBER WITH DIA CHARITIES

CC10679

MISSION STATEMENT

To preserve and keep information on the coal mining history of Hikurangi and all other relevant information on the surrounding area, so the future generations will have a good understanding of what their parents and grandparents used and did in the area.

ENTITY STRUCTURE

The society has a committee which is appointed at the annual AGM. The committee members are volunteers who manage the running of the museum.

MAIN SOURCES OF THE ENTITY'S CASH AND RESOURCES

Administration Grant from the Whangarei District Council, raffles bi-annually, donations from visitors, sale of memorabilia.

RELIANCE ON VOLUNTEERS

The service is completely reliant on volunteers who run the museum.

FUNDRAISING

Bi-Annual Raffles

*The accompanying notes form part of these financial statements
and should be read in conjunction with audit report.*

Hikurangi Historical Museum Society Inc

Statement of Service Performance

For the Year Ended 31st May 2018

Description of the Entity's Outcomes

To encourage visitors to learn about the coal mining days of the town.

Description and Quantification of the Entity's Output	This Year	Last Year
Number of Visitors	219	224
Number of Open Days	1	1

*The accompanying notes form part of these financial statements
and should be read in conjunction with audit report..*

Hikurangi Historical Museum Society Inc

Statement of Financial Performance

For the Year Ended 31st May 2018

	2018 \$	2017 \$
REVENUE		
Grant Received - Whangarei District Council	5,550	5,354
Sales	292	84
Interest Received	559	449
Sundry Income	3	5
Donations - Box	365	295
Donations - Other	145	83
Subscriptions	215	222
Raffles	163	205
Total Income	<u>7,292</u>	<u>6,697</u>
Less Expenses		
Advertising	-	316
Audit Fees	1,663	1,663
Bank Charges	50	49
General Expenses	154	163
Insurance	3,091	2,020
Light Power & Heating	2,214	2,105
Printing, Stamps & Stationery	139	116
Rates	629	638
Rent - Lease Expense	1	1
Repairs & Maintenance	648	1,365
Total Expenses	<u>8,589</u>	<u>8,436</u>
Net Deficit Before Depreciation	<u>(1,296)</u>	<u>(1,739)</u>
Less Depreciation		
Depreciation as per Schedule	648	904
Net Deficit Before Beneficiary Distributions	<u>(1,944)</u>	<u>(2,643)</u>
NET SURPLUS/(DEFICIT)	<u><u>(\$1,944)</u></u>	<u><u>(\$2,643)</u></u>

*The accompanying notes form part of these financial statements
and should be read in conjunction with audit report..*



Hikurangi Historical Museum Society Inc

Statement of Financial Position

As at 31st May 2018

	Note	2018 \$	2017 \$
CURRENT ASSETS			
Westpac - Cheque Account		12,978	2,228
Westpac - Term Deposit		8,244	20,420
GST Refund Due		204	75
Accrued Interest		-	137
Total Current Assets		<u>21,426</u>	<u>22,860</u>
NON-CURRENT ASSETS			
Fixed Assets as per Schedule		189,845	190,493
TOTAL ASSETS		<u>211,408</u>	<u>213,353</u>
CURRENT LIABILITIES			
Accounts Payable		-	137
Hikurangi School Jubilee -Funds Held in Trust		1,744	1,744
Beneficiaries' Current Accounts		516	-
Total Current Liabilities		<u>2,260</u>	<u>1,881</u>
TOTAL LIABILITIES		<u>2,260</u>	<u>1,881</u>
NET ASSETS		<u>\$209,011</u>	<u>\$211,472</u>
Represented by;			
ACCUMULATED FUNDS			
Retained Earnings		209,011	211,472
TOTAL ACCUMULATED FUNDS		<u>\$209,011</u>	<u>\$211,472</u>

For and on behalf of the Committee:

*The accompanying notes form part of these financial statements
and should be read in conjunction with audit report..*

- 4 -



Hikurangi Historical Museum Society Inc

Statement of Cash Flows

For the Year Ended 31st May 2018

	2018	2017
Cash Flows from Operating Activities¹		
Cash was received from:		
Donations, fundraising and other similar receipts ²	6,733	6253
Fees, subscriptions and other receipts from members ²		
Receipts from providing goods or services ²		
Interest, dividends and other investment receipts ²	697	444
Net GST	(544)	(958)
Cash was applied to:		
Payments to suppliers and employees ²	8,726	8,429
Donations or grants paid ²		5,000
Net Cash Flows from Operating Activities²	3,660	(7,690)
Cash flows from Investing and Financing Activities³		
Cash was received from:		
Sale of Investments	12,590	
Net Cash Flows from Investing and Financing Activities³	-	
Net Increase / (Decrease) in Cash⁴	12,590	(7,690)
Opening Cash⁵	2,228	9,918
Closing Cash⁵	12,978	2,228
This is represented by:		
Bank Accounts and Cash ⁶	12,978	2,228

*The accompanying notes form part of these financial statements
and should be read in conjunction with audit report..*



Hikurangi Historical Museum Society Inc

Depreciation Schedule

For the Year Ended 31st May 2018

Asset	Cost Price	Book Value 01/06/2017	Additions Disposals	Gain/Loss on Disposal	Capital Profit	— Depreciation — Mth Rate	\$	Accum Deprec 31/05/2018	Book Value 31/05/2018
LAND									
Land Hikurangi	15,000	15,000				12 0.0% DV	0	0	15,000
Land revaluation Dec 2001	7,000	7,000				12 0.0% DV	0	0	7,000
Land Revaluation Dec 2006	26,000	26,000				12 0.0% DV	0	0	26,000
Land Revaluation September 2009	14,000	14,000				12 0.0% DV	0	0	14,000
Sub-Total	62,000	62,000							62,000
BUILDINGS									
Buildings revaluation Dec 2001	48,229	48,229				12 0.0% DV	0	0	48,229
Buildings revaluation Dec 2006	22,039	22,039				12 0.0% DV	0	0	22,039
Buildings Revaluation September 2009	27,732	27,732				1 0.0% DV	0	0	27,732
						2			
Courthouse	23,732	23,732				12 0.0% DV	0	0	23,732
Jail house roof	1,843	100				12 4.0% DV	4	1,747	96
Wash house	2,196	1,110				12 4.0% DV	44	1,130	1,066
Gazebo	2,115	1,287				12 4.0% DV	51	879	1,236
WWV 1 Memorial Stone	1,384	1,384				12 0.0% DV	0	0	1,384
Sub-Total	129,270	125,613					99	3,756	125,514
FURNITURE & FITTINGS									
Cabinet	750	79				12 11.4% DV	9	680	70
Shelves	1,600	162				12 11.4% DV	18	1,456	144
Cabinets	2,200	257				12 11.4% DV	29	1,972	228
Cabinets & Shelving	300	35				12 11.4% DV	4	269	31
China Cabinet	356	48				12 11.4% DV	5	313	43
Display Cases	865	140				12 11.4% DV	16	741	124
Moisture Master	2,222	743				12 12.0% DV	89	1,568	654
Display Cabinet	1,672	689				12 11.4% DV	79	1,062	610
Sub-Total	9,964	2,152					249	8,061	1,903
OFFICE EQUIPMENT									
Laminator	289	1				12 39.6% DV	0	288	1
Filing Cabinet	177	13				12 14.4% DV	2	166	11
Computer	2,115					12 60.0% DV	0	2,115	0
Software Office 2003	414	2				12 40.0% DV	1	413	1
Shredder	248	12				12 30.0% DV	4	240	8
ES Copier 182 - Refurbished	1,000	560				12 40.0% DV	224	664	336
Sub-Total	4,243	588					231	3,886	357
PLANT & EQUIPMENT									
Security Lights	236	2				12 21.6% DV	1	235	1
Waterblaster	287	3				12 26.4% DV	1	285	2
DeLonghi Dehumidifier x 2	643	134				12 50.0% DV	67	576	67
Sub-Total	1,166	139					69	1,096	70
TOTAL	206,643	190,492					648	16,799	189,844

The accompanying notes form part of these financial statements
and should be read in conjunction with audit report..



Hikurangi Historical Museum Society Inc

Notes to the Financial Statements

For the Year Ended 31st May 2018

1. STATEMENT OF ACCOUNTING POLICIES

These financial statements are for Hikurangi Historical Museum Society Inc. Hikurangi Historical Museum Society Inc is domiciled in New Zealand and is a charitable organisation registered under the Charitable Trusts Act 1957 and the Charities Act 2005.

Hikurangi Historical Museum Society Inc has elected to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not for Profit) as established by the External Reporting Board for registered charities, on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000.

All transactions in the Statement of Financial Performance are reported using the accrual basis of accounting. The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

The Financial Statements are prepared under the assumption that the entity will continue to operate in the foreseeable future.

Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

Specific Accounting Policies

In the preparation of these financial statements, the specific accounting policies are as follows:

(a) Property, Plant & Equipment

The entity has the following classes of Property, Plant & Equipment;

- Land
- Buildings
- Furniture & Fittings
- Office Equipment
- Plant & Equipment

All property, plant & equipment except for land is stated at cost less depreciation.

Depreciation has been calculated in accordance with rates permitted under the Income Tax Act 2007. Land and buildings have been revalued as per Government Valuation carried out by Quotable Value.

(b) Goods & Services Tax

These financial statements have been prepared on a GST exclusive basis with the exception of accounts receivable and accounts payable which are shown inclusive of GST.

(c) Taxation

The society is a registered charity and therefore exempt from taxation.

*The accompanying notes form part of these financial statements
and should be read in conjunction with audit report.*



Hikurangi Historical Museum Society Inc

Notes to the Financial Statements

For the Year Ended 31st May 2018

(d) **Inventories**

Due to the value of inventories – these have been written off during the 2016 year.

(e) **Going Concern**

These financial statements have been prepared on the basis that the trust is a going concern.

2. **AUDIT**

These financial statements have been subject to audit, please refer to Auditor's Report.

3. **CONTINGENT LIABILITIES**

At balance date there are no known contingent liabilities (2018:\$0). Hikurangi Historical Museum Society Inc has not granted any securities in respect of liabilities payable by any other party whatsoever.

4. **UMBRELLA ORGANISATION**

During the 2016/2017 year \$5,000 was granted by the WDC Community Fund to produce a book True Tales of Hikurangi, Hikurangi Historical Museum Society Inc acted as an umbrella organisation for this project.

5. **DONATIONS IN KIND**

Hikurangi Historical Museum Society Inc receives the benefit of people's time and services, carried out free of charge. This donation cannot be readily quantified and therefore is not recorded in the financial statements.

*The accompanying notes form part of these financial statements
and should be read in conjunction with audit report..*



AOF Application Form

"Looking ahead"

The purpose of this form is to look ahead over the next grant year, to see how you plan to use your annual operating grant for the benefit of the community.

Summary information	
Organisation name	Jack Morgan Museum Incorporated Society
Contact Person Name, email and phone number of person completing this form	Sam Moscrip sammoscrip@yahoo.co.nz 0212342358
New postal address? Please provide if it has changed	339 Waitu Block Road RD2 Hikurangi 0182
Incorporated Societies/ Charitable Trusts Registers Number	Number: Please ensure your register is up to date.

Organisation information

Resourcing	Number	FTE*
How many paid workers does your organisation employ?	0	0
How many volunteer workers does your organisation have?	40	2.5

* FTE is Full Time Equivalent. This is based on approximately 37.5 – 40 hours per week. Approximates are fine. Example: a person who works 20 hours a week is 0.5 FTE.

Area of work

Please select which one of the following relate **most closely** to your organisation:

- ☐ **Arts and Culture** – Projects and activities that facilitate education and enjoyment of the arts and of culture for the people of our District.
- ☒ **Heritage and Environment** – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.
- ☐ **Recreation and Sport** – Projects and activities that enable participation and engagement in recreation and sport for people in our district of all abilities, ages and life stages.
- ☐ **Community Connectedness and Wellbeing** – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.

Data on your customers/visitors

Please tell us who your customers/visitors are, using estimated percentages where possible. *This information helps us to build a picture of which communities our funding supports. It is for statistical purposes only and has no bearing on your application.*

How many customers/visitors did you have 'last year'? (Please state what period your data covers)	January 2018 – December 2019 Total; 1013 Paying Customers
% Whangarei residents, Northland-wide residents, visitors (national/international)?	There is a diverse mix of local, national and International visitors, see attached visitor information around numbers and see maps of where visitors come from
% Age ranges?	95% Adults 12yr +, 5% under 12
% Ethnicities?	Again a diverse mix of cultures
Anything else you'd like to add?	The mix of visitors is a good indication that there is something for everybody and the range of permanent and temporary displays attract a range of visitors.

The year ahead

Tell us about your organisation and what you plan to do in the year ahead with the below questions.

The Idea – Briefly explain your organisation's *kaupapa* (purpose):

The Jack Morgan Museum was initially founded to firstly house and secondary showcase the vast collection of pioneering tools and equipment that Jack Morgan had collected throughout the decades.

12 years on and the Jack Morgan Museum is home to a number of collections, all relating to the pioneering history of the wider Whangarei District including land clearing, rail, stationary engines and the Potter Kauri Gum collections, previously housed at forum north.

The key purpose of the Jack Morgan Museum is to tell a story through the many objects on display along with stories and the pioneers of the Hukerenui and surrounding districts.

Alignment – Tell us how your organisation's *kaupapa* aligns with Council's Vision and Community Outcomes?

The Museum is a living preservation and reflection of the pioneering spirit that the early settlers of the Whangarei District used to turn swamps, native bush into prospering pastoral farmland. Through the incorporated societies act the governors of the museum hold closely the fact that showcasing and preserving the history of our district is now and will continue to be invaluable to future generations.

Now in our 12th year the business model of the museum is successful as we strive to continue to enhance our visitors experience whilst maintaining and growing the profile of the Museum which benefits positively on the tourists exiting the Whangarei District heading north, along with the entering the district heading south.

The Museum is also a cornerstone of the Hukerenui District with all trustees, committee members and some 40 volunteers engaging with one another throughout the year along with sharing unique stories of their families' connection to the land and people of the Whangarei District.

The Need – What need is there for your organisation? What indicators do you use?

Preservation and display the heritage of the Hukerenui district, the way that land clearing from bush to productive agriculture, along with stories and educational information on interesting points of the late 19th and early 20th centuries.

KPI's include

1. Visitor Numbers
2. Visitor Experience- recorded in the visitor's book and through direct and indirect feedback
3. Multiple community touchpoints including local schools, the local bar and café, rest homes, clubs etc which make up the group visits to the museum

The Museum is located on State Highway One, with a great rest area that is well off the road which include picnic tables and toilets that are open during museum opening hours.

The Impact – What difference will your organisation make to the community over the next year?

Continued support of travellers passing by a safe, clean and interesting stop. Picnic tables and clean toilets are available along with the option of coming through the museum.

School and community groups continue to visit the museum from 5 year old's to 95 year olds, there is something to see and do for all ages, genders and ethnicities.

The continued social interaction of all stakeholders who have invested countless hours into maintaining and growing the museum into the future.

Collaboration – What other organisations, community groups and individuals will you collaborate with to make a difference to the community?

Whangarei Wood turners

Primary Schools from across the Northland Region

Other non-profit organisations

Kiwi North

Other Northland Museum's

Whakapara Gardening Club

Northland Vintage Machinery Club

Whangarei Agricultural and Pastoral Society

Continuing to look at working with tourist operators coming down from BOI

Your Approach – How will you demonstrate the impact of your work?

Through continued evolving displays, continuing to remain open 7 days a week, open days at the museum, continue to grow the collection and the information behind the objects.

Continuing to implement the new accessioning process which will encourage members of the public to re visit and potentially provide more objects to compliment new displays which will continue to grow the profile of the Museum whilst enhancing the experience of stakeholders and visitors.

Funding

The Annual Operating Fund grant is an exceptional level of support for organisations that provide ongoing, valuable services, programmes and amenities to the community.

Generally, indicative levels of funding remain consistent from year to year, subject to satisfying the performance measures and need/benefit assessment for this Fund.

If exceptional circumstances mean you would like to request a change in funding, please state your request and rationale below.

The committee of the Jack Morgan Museum are incredibly thankful for the continued support of our organisation. The annual Operating fund allows the dedicated team of volunteers to continue to preserve and grow the collection, which enhances the experience of visitors and will allow the collection to be safe and on show for future generation.

AOF Report

Attach your AOF report along with your business plan.

AOF Impact Report Form

"Looking back"

The purpose of this form is to look back over the last grant year, to see what impact your annual operating grant has had on the community.

Organisation name	Jack Morgan Museum
Contact name	Sam Moscrip
Position in group	Treasurer
Email+	sammoscip@yahoo.co.nz
Daytime phone number(s)	0212342358

Performance measures

In July 2018, we provided you with a set of performance measures (attached again for your reference). Please refer to these when answering the below questions on your impact over the last year.

(If you were given specific, additional measures, please report against those as well).

For the reporting period, tell us how your organisation went with the following questions.

Did your organisation meet the expectations of your board, the people who use your services, and the wider community? Why/why not?

The committee executed the business plan again in the 2018/19 financial year. The Museum's continues to be open to the public 7 days a week still with no paid staff.

Exciting changes included the appointment of an operations manager to streamline the accessioning and back office procedures along with a dedicated displays manager. Both have long connections to the district and add to the valued volunteer base.

We welcomed the wood turners display at the end of last year along with a recently completed WW1 display sharing stories and memorabilia from World War 1.

New accessioning policy- streamlined and efficient for processing of new items coming in to the museum making donating items easier for the public.

Again there were a number of groups and visitor numbers between 1st April 18- 31st March 19 totalling 1109.

The Museum successfully met the expectations of all stakeholders in the 2018/2019 financial year with the purchasing of a new shipping container (\$4800-00) excluding freight and shelving. The purchasing of the container would not have been possible without the continued support of the Whangarei District Council.

What difference did your organisation make?

Providing a unique experience showcasing the heritage of Hukereuni and the wider Whangarei District through a range of detailed displays that provide knowledge and stories to the visitors.

Many Visitors comment on having memories of using and seeing many of the objects on display at the museum, reminiscing and sharing their own stories with the volunteers

Learning experience, preserving and showcasing artefacts and history that would otherwise be lost or hidden away rusting at the back of a shed

Many photos and displays are rarely found, along with the preservation and showcasing of other collections that complement that of Jack's.

What worked well?

The WW1& 2 displays and photo's

Wood turners display and selling of their items free of charge as a promotion service to the club

New Foyer display of a pioneer house kitchen

Current temporary display- Railway and Transport Display- new this year.

The streamlining and new accessioning system were outside expertise along with Operations Manager's expertise

Continued monthly committee meetings to enable continuity and accountability of the day to day running of the museum along with upcoming group visits.

Purchasing of new 20ft shipping container allows for more safe storage of items for temporary displays and other donated items that will be on display in the future.

What didn't work so well?

Small operational issues with spacing of displays that were resolved in a timely manner.

Resourcing – In your last application, you provided indicative numbers of volunteer and paid staff, and their expected total hours for the year. Were the actual numbers the same as expected/indicated? If not, please provide some comment.

Numbers were the same if not slightly higher. The Museum has no paid staff, we are reliant on a dedicated volunteer base who over the past 10 years have kept the museum open and contributed positively to the visitor experience.,

Front of Office Hours- 60 hours/week (some days 2 people), Museum Opening Hours are 10-4pm

Operations Manager- 15 hours/ month

Display Manager- 5 hours/ month

Committee Members do around 15-20 hours per week combined above their front of house rostered days on.

Who and how many people were involved with or received services from your organisation? How did they benefit?

As a charitable trust the ability to distribute funds is limited. Visitors that have benefited from our services- the interactive experience and learning opportunities from the displays both current and new

Being in a rural community the museum- one the key focal points of the district, past and present residents meet and socialise whilst helping maintain and grow the profile of the museum. Working bee's are very social and a great chance for the committee and other members of the community to be involved and give back.

The Whangarei Wood Turners Club used the museum to display and sell items for 6 weeks at the end of 2018, with the museum providing the area and recording of items sold free to the club.

Who did you work with to deliver your project, programme or service?

Whangarei District Council

Kiwi North

Museum Volunteers

Trusties/ Committee Members

Other stakeholders from the community- helpers/ display builders other businesses that we support

Wood turners Cub

Whakapara Garden Club

Which of the following areas would you like to strengthen? (please tick or highlight)

<input type="checkbox"/> Leadership	<input checked="" type="checkbox"/> Marketing/publicity	<input checked="" type="checkbox"/> Facilities
<input checked="" type="checkbox"/> Fundraising	<input type="checkbox"/> Financial management	<input type="checkbox"/> Planning and organisation
<input checked="" type="checkbox"/> Equipment and resources	<input checked="" type="checkbox"/> Volunteers/time	<input type="checkbox"/> General skills/expertise

☐ Other:

Is there anything else you'd like to tell us?

The Trusties and Committee of the Jack Morgan Museum would like to extend our thanks to the Whangarei District Council for our funding to date.

The Museum is continuing to grow in terms of personal and displays, however our biggest restraint is space and capital/ funding.

Although the financial position of the museum is strong, in terms of a cash position we break even and make a small profit in other years, the committee strives to maintain a strong financial position in terms of balance sheet and cash position again for the 2019/20 Financial year.

JACK MORGAN MUSEUM INC

Business Plan 2019/2020 Financial Year

Executive Summary

Tourism is now rated as the second largest industry in New Zealand, with continued growth in visitor numbers to the Northland Region. The Jack Morgan Museum is in a good position to capitalise on this growth. Promotion and advertising by Tourism Northland of the "Twin Coast Discovery Highway" continues to add value to the museum.

We have completed our new signage and flags as part of our marketing strategy, giving greater exposure from State Highway One. Our volunteer base is the strength of our Museum, although this is not without its problems, we source outside expertise when necessary.

The current position for the Museum is to extend the building, subject to external funding. We have a future building account [see financial statement] to expand on the present site, however this will not cover the proposed expansion plans. The national tourist industry is expanding and we intend to be part of this, by promoting the museum to attract more visitors.

A competitive advantage we have over neighbouring museums is that they are not on SH1. Northland Museums do co-operate in encouraging visitors to travel to the Northland Museum trail.

Business Background

Our history dates back to 2007

The Museum opened in 2010, with a range of visitors from all over the world experiencing the museum. Our income is made up of paying visitors, donations and annual funding from the Whangarei District Council.

The goal of the Museum is to promote, conserve and preserve the collection which represents the Hukerenui and Districts pioneers. Through educational programmes, excellent customer service whilst maintaining our charitable status and a goal of continuing to grow the collection in the future.

Business Profile

Established 5th July 2007

Certificate of Incorporation	1949596
Certificate of Registration	CC26901

Contact Person's

Chairman

Larry Coughlan
09 4337 172 Cell 027 4337 107

Vice Chairman

Evan Smeath
09 4339 723 Cell 027 2449 8274

Secretary

Janice Harrison
09 435 2255 Cell 027 517 6795

Treasurer

Sam Moscrip
0212342358

Operations Manager

Leanne Euson
0211227964

Contact Touchpoints

09 4339521

Google: Jack Morgan Museum

Email: jackmorganmuseum@gmail.com

Linked to Ancestry.com

Facebook: Jack Morgan Museum

Business Strategy

Our Objectives

1. Keep the Museum open 7 days a week
2. To improve our financial position - through increased visitors numbers and continuing to enhance our visitor's experience
3. To continue to grow the profile through strategic marketing to the right audience's
4. Constantly improving and growing the profile of our temporary and permanent displays
5. Continue to work closely with funding streams which include Whangarei District Council and other organisations.

Tactics

Expand our volunteer base

Increase visitor's numbers through continued advertising and word of mouth

Working with expertise to maintain our statutory obligations

Swot Analysis

Strengths

Co-operation and shared advertising with Hukerenui Café and Pub
Location on SH1 with easy access and good parking
Clean toilets & picnic areas
Pioneer Garden
Strong volunteer base coming from original pioneer families
Open 7 days a week
Eye catching wall mural

Weaknesses

- Aging volunteer base
- Sustaining volunteer numbers

Reliance of external funding to maintain the status quo.

Threats

- Over extending of volunteers
- Increasing operational costs
- Downturn in economy
- No realisation of funding
- Closure of Hotel and Cafe

New opportunities

- Day trips from Cruise Ships
- Live day exhibition combined with local market day
- Twin Coast Tourism

Governance Structure

Trustees

- Lynly Horne
- Pedro McHardy
- Rex Keatley
- Bob McGregor
- Bill Lloyd

Committee

Chairman- Larry Coughlan

Vice Chair- Evan Smeath

Secretary- Janice Harrison

Treasurer- Sam Moscrip

Committee Members- Kay Mason, Chris Mason, Athol Christenson, June Christenson, Ennis Francis, Dave Francis, Anne Meades, Dianne Menefy, Anna Judkins, Dianne Henwood, Rylan Meades (Junior Committee Member)

Mentoring and Support

- Kiwi North – Whangarei
- Kauri Museum – Matakōhe
- Other Northland Museums as we visit them
- Te Papa
- Northland Museum Association

Market Research

Based on data from

- Tourism Northland; emails, newsletters, websites
- Statistics NZ; Website
- Te Papa and Te Parangi; emails, newsletters websites
- Museum Aotearoa; Newsletter, email, website
- Volunteer's oral survey. How did you find out about us?
- National Visitors, - Survey results; Museums Aotearoa

Market Analysis

The increase in international and domestic travelling around NZ gives us the.....

Opportunity

- To capitalize on our position on SH1 and the "Twin Coast Discovery" with improved signage and advertising to attract visitors.

Outlook

- More tourists visiting the Bay of Islands via "Twin Coast Discovery"
- Capitalising on the influx of tourists on the Northland Region particularly the cruise ships.

Future Markets to Target

- Cruise Ships
- Rest Homes
- Service Groups
- Clubs
- Schools
- Campervans
- Anybody interested in the preservation and display of pioneering history throughout New Zealand

Market Influences

Weather/ Season

Economics

Large events happening in Northland

To Meet the Markets Requirements

- * Open 7 days a week
- * Co-Operate with the Hukerenui Café and Pub, offering museum visits - food and beverages at the Café.
- * High visibility signage, flags and mural
- * Radio Promotion
- * Location
- * Web Site
- * Face Book

Marketing Strategy

Do date our marketing strategy has included;

- *Product/Service
- * Price
- * Place
- * Promotion
- * Radio
- * Newspaper [National]
- * Local papers

2019/2020 Marketing Budget: \$1500-00

Financial Statement

To run under the incorporated societies act in responsible manner will accounts audited annually and maintaining a viable business model.

Our accounts are audited annually by Russell Turner and Associates Accountants Whangarei (Neil Ruddell).

Ownership Structure

Freehold ownership of land, buildings and contents.
Incorporated Society & Charitable Trust

JACK MORGAN MUSEUM INCORPORATED

Receipts and Payments Account

Year Ended 31st March 2019

	2018-19	2017-18	2016-17
Opening Balance	68,868.07	62,501.09	57,973.08
Receipts			
Admissions	6,318.00	5,413.42	5,374.80
Catering/Other Income	971.00	695.00	306.00
Donations	3,599.22	11,456.90	3,733.44
Fundraising (Net)	370.00	322.00	160.00
Interest on Investment	1,974.34	2,169.21	17.38
Interest on Investment			1,356.26
WDC Operational Grant	9,000.00	609.44	9,367.20
Oxford Trust Grant		500.00	750.00
Pub Charities			529.60
GST Refunded	1,136.56	1,336.74	1,021.56
	<u>23,369.12</u>	<u>22,502.71</u>	<u>22,616.24</u>
Less Payments			
Advertising and Promotion	1,417.03	1,948.98	1,679.89
Annual Return Fee			76.67
Bank Charges	70.23	0.50	
Building Repairs and Maintenance	812.82	280.22	476.82
Building Warrant of Fitness	581.95	255.65	103.00
Cleaning and Toilet Supplies	260.50	542.48	679.41
Collections Conservation	2,222.12		
Displays	1,408.87		111.26
EFTPOS Lease	676.20	673.92	629.11
Equipment Maintenance	79.11	348.45	1,059.54
Fire Alarm Maintenance	356.04	571.65	626.65
General Expenses	779.19	1,378.78	57.09
Insurance	2,844.64	2,844.64	3,237.69
Meeting Expenses	119.60	64.75	103.60
Museum Object Maintenance	822.86	119.44	
Plant & Equipment Purchases	4,800.00	2,774.35	3,073.91
Power	1,929.15	1,875.28	1,986.45
Printing, Stationery and Office Supplies	264.92	18.67	419.20
Rates	0.02	501.56	685.59
Security Monitoring			
Subscriptions and Publications	238.58	120.75	148.45
Telephone, Tolls and Internet	1,284.29	1,304.04	1,263.92
Volunteers Functions	131.81	48.28	
Yards and Gardens Maintenance	1,024.07	459.12	639.00
GST Paid		5.22	1,030.98
	<u>22,123.96</u>	<u>16,135.73</u>	<u>18,088.23</u>
Net Movement in Cash	1,245.16	6,366.98	4,528.01
Balance 31/3/18	70,113.23	68,868.07	62,501.09
Cheque Account 00 - ASB Bank	9,019.86		
Business Saver Account - ASB Bank	832.47		
Term Deposit - ASB Bank	60,152.60		
Petty Cash on Hand	108.30		
	<u>70,113.23</u>		

JACK MORGAN MUSEUM INCORPORATED

Income and Expenditure Account

Year Ended 31st March 2019

	<u>2018-19</u>	<u>2017-18</u>	<u>2016-17</u>
<u>Income</u>			
Admissions	5,493.74	4,717.60	4,673.74
Donations	3,599.22	11,456.90	3,733.44
Fundraising (Book Sales)	556.54	1,238.25	955.00
Less Opening Stock - Books	- 1,622.50	- 1,450.00	- 830.00
Less Book Purchases	- 234.78	- 947.82	- 795.00
Plus Closing Stock - Books	1,325.00	1,622.50	1,450.00
WDC Operational Grant (Toilets)	3,478.26	529.95	8,145.39
WDC Operational Grant	5,000.00	-	-
Oxford Trust	-	500.00	750.00
Interest on Investments	1,974.34	2,169.21	1,373.64
Other Income	198.37	604.35	279.91
	19,768.19	20,440.94	19,736.12
<u>Less Expenses</u>			
Advertising and Promotion	1,232.20	1,694.76	1,460.77
Annual Return Fee	-	-	66.67
Bank Charges	70.23	0.50	-
Christmas Volunteers Function	-	41.98	-
Cleaning and Toilet Supplies	226.54	471.68	590.79
Collections Conservation and Accessioning	1,932.28	-	-
Displays	1,225.12	-	96.75
EFTPOS	588.00	586.00	547.05
Fire Alarm Maintenance	309.60	497.09	544.91
Functions for Volunteers & Catering	114.61	-	-
Building Warrant of Fitness	506.04	222.30	89.57
General Expenses	690.72	1,198.96	48.54
Insurance	2,473.60	2,473.60	2,815.38
Internet Connection	-	-	392.40
Meeting Expenses and AGM advertising	104.00	56.30	90.09
Museum Power	1,677.52	1,630.66	1,727.35
Rates	- 0.02	436.14	596.17
Repairs and Maintenance - Building	706.80	243.67	414.63
Repairs and Maintenance - Yards and Gardens	890.50	399.24	555.65
Repairs and Maintenance - Equipment	68.79	303.00	921.34
Repairs and Maintenance - Museum Objects	715.53	103.86	-
Stationery and Office Supplies	230.36	16.23	364.52
Subscriptions	207.46	105.00	129.09
Telephone and Tolls	1,116.79	1,133.94	706.66
	15,086.67	11,613.91	12,158.32
Cash Surplus/(Deficit)	4,681.52	8,827.03	7,577.80
Less Depreciation	9,827.00	10,636.35	10,868.38
Net Surplus/(Deficit)	- 5,145.48	- 1,809.32	- 3,290.58

JACK MORGAN MUSEUM INCORPORATED**Balance Sheet****Year Ended 31st March 2019**

	<u>2018-19</u>	<u>2017-18</u>	<u>2016-17</u>
<u>ACCUMULATED FUNDS</u>			
<u>Capital</u>			
Opening Balance	215,975.85	217,785.17	220,546.15
Less Excess Expenditure over Income	- 5,145.48	- 1,809.32	- 3,290.58
Pub Charities Capital Grant			529.60
GST Adjustments Prior Year	901.67		-
<u>Closing Balance</u>	<u>211,732.04</u>	<u>215,975.85</u>	<u>217,785.17</u>
<u>INVESTMENT FUNDS</u>			
<u>Current Assets</u>			
Cheque Account 00 - ASB Bank	9,019.86	9,758.34	5,627.07
Business Saver Account - ASB Bank	832.47	814.30	791.49
Term Deposit - ASB Bank	60,152.60	58,196.43	56,050.03
Petty Cash on Hand	108.30	111.00	32.50
Books on Hand	1,325.00	1,622.50	1,450.00
GST Receivable	633.81	157.63	294.46
	<u>72,072.04</u>	<u>70,660.20</u>	<u>64,245.55</u>
<u>Less Current Liabilities</u>			
GST Payable	-	-	-
	<u>72,072.04</u>	<u>70,660.20</u>	<u>64,245.55</u>
<u>Non-Current Assets</u>			
As per Schedule	139,660.00	145,315.65	153,539.62
	<u>211,732.04</u>	<u>215,975.85</u>	<u>217,785.17</u>

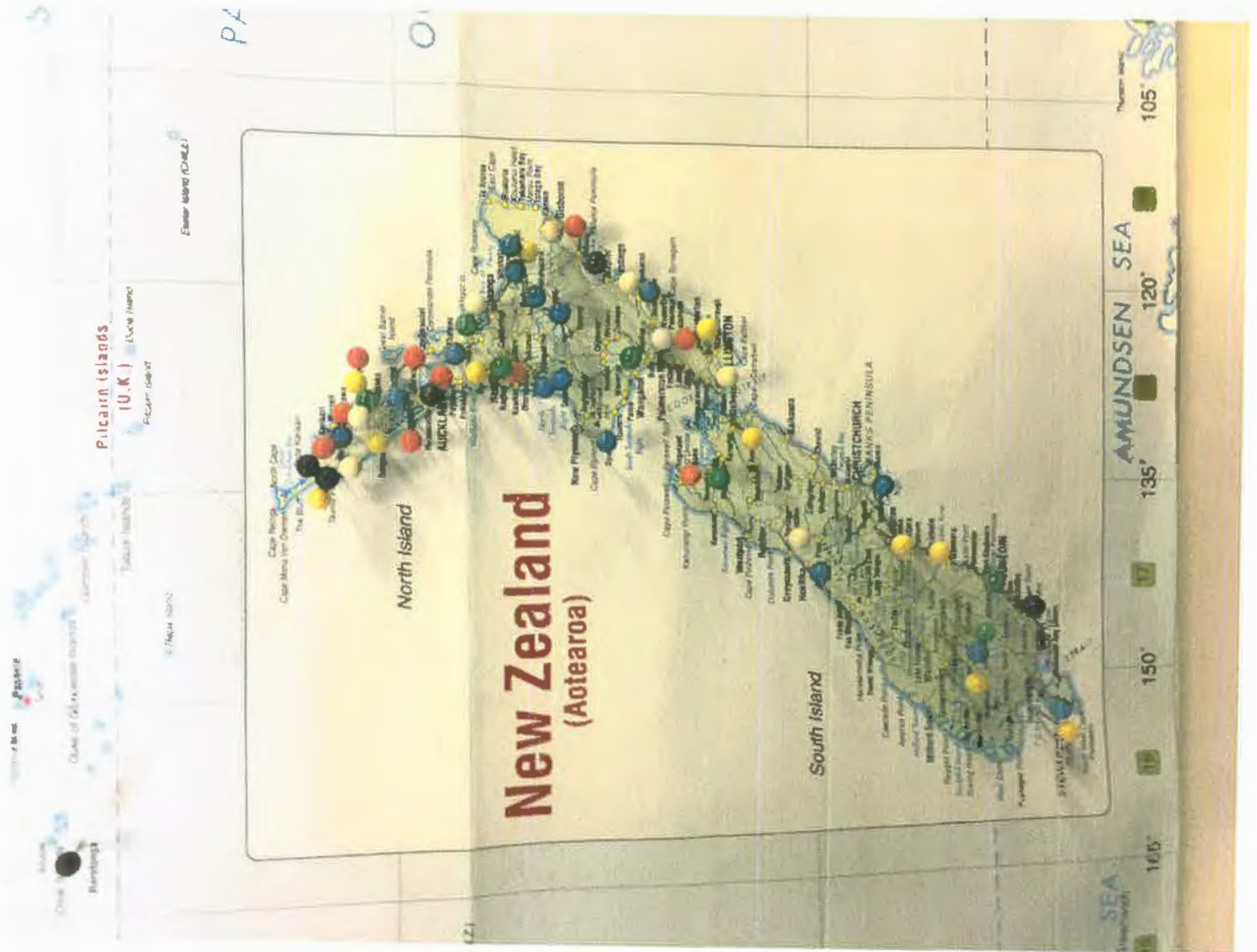
JACK MORGAN MUSEUM INCORPORATED

Schedule of Assets and Depreciation

Year Ended 31st March 2019

<u>Asset</u>	<u>Cost</u>	<u>Pch</u>	<u>Opening Book Value</u>	<u>+Additions -Disposals</u>	<u>Rate</u>	<u>Depreciation Amount</u>	<u>Closing Book Value</u>
<u>Land and Building</u>							
Land (ex WDC Lease)	889	May-09	889			-	889
Museum Building	68344	Apr-09	49,906		3%SL	2,050	47,856
Toilet Block	57130	Mar-10	43,275		3%SL	1,714	41,561
Power Supply	7065	Aug-09	5,210		3%SL	212	4,998
Museum Fitout	24374	May-10	18,155		11.4%DV	2,070	16,085
Concrete Parking Area	5832	Mar-11	3,436		7.2%DV	247	3,189
Mural	1731	Feb-12	1,144		11.4%DV	130	1,014
			122,015	-		6,423	115,592
<u>Plant and Equipment</u>							
Security Lighting	16206	Feb-10	3,605		18%DV	288	3,317
Sprinkler System	10250	Feb-10	7,636		9%DV	687	6,949
Fire Alarm	2160	Jul-10	992		11.4%DV	113	879
Chairs (6)	147	Feb-11	26		21.6%DV	6	20
Vacuum Cleaner	209	Mar-11	-		60%DV	-	-
Laminated Signs	9435	Nov-10	3,890		11.4%DV	443	3,447
Gateway Computer	1113	Jan-11	10		48%DV	5	5
Brother Printer	591	Jan-11	6		48%DV	3	3
Laminator	260	Feb-11	7		39.6%DV	3	4
Telephone	90	Jun-11	-		60%DV	-	-
Storage Container	3500	Sep-11	1,221		15%DV	183	1,038
Security Cameras	2790	Sep-11	577		21.6%DV	125	452
Daikin Heat Pump	2670	Nov-11	1,243		11.4%DV	142	1,101
Security Monitor	750	Feb-12	141		21.6%DV	30	111
Dehumidifier	260	Oct-12	42		26.4%DV	11	31
Fridge	260	Mar-13	121		11.4%DV	14	107
Epson Scanner V700	831	Oct-13	46		48%DV	22	24
Canon Camera G15	663	Oct-13	71		39.6%DV	28	43
Epson printer R3000	1564	Oct-13	87		48%DV	42	45
Computer	1102	Nov-13	61		48%DV	29	32
Diesel Heater 63kW	756	Sep-16	348		40%DV	139	209
Security System	1917	Mar-17	1,475		21.6%DV	319	1,156
Exterior Camera	1816	Jun-17	1,271		40%DV	508	763
Dehumidifier	596	Aug-17	422		50%DV	211	211
Storage Container 20ft Beige	4174	Mar-19		4,174	15%DV	52	4,122
			23,298	4,174		3,404	24,068
			145,313			9,827	139,660

Pin Map of where visitors
Come from.





Visitor Numbers

Month	2015	2016	2017	2018	2019
October	149	65	101	95	109
November	178	60	55	74	95
December	143	87	59	43	75
January	181	149	173	113	151
February	106	93	98	73	91
March	105	90	76	85	125
April	199	121	75	105	113
May	144	44	72	86	
June	52	37	107	51	
July	94	99	53	65	
August	97	38	90	92	
September	98	57	53	64	
Totals	1546	940	1012	946	

DATE	NAME	ADDRESS	COMMENTS
26/3/19	Dale & Laurie Hill	Auckland Rotorua	Henry & Anne Pattison / von Klitzing
27/3/19	Ann & George Wadsworth	Waitakere, Auckland	Excellent collections
27/3/19	JULIAN, NICKY, DASH & MARCO	1717 SPANISH	THAT WAS SO MUCH FUN!
28/3/19	Patsy & SHARMA Oer	MANAWATU	Inspiring
28/3/19	^{Stefan} Murray Rowley	Tübingen, Germany	Great show, great to be back
31/3/19	DAVID + ALLY ROUSE	Hamilton	Great Displays
1/4/19	DAVID CAIRNS	FELLDING	AMAZING
1/4/19	Earl & Anne	Queensland	Excellent displays
1/4/19	Lynda Murray-Jack	Wellington	Wonderful collection
3/4/19	Jackie Carey	Coramandel	very worth-
3/4/19	Ben Mulqueen	New Plymouth	displays & wide conversation
"	Mike Mulqueen	"	Great Displays
5-4-19	Ted & Lorraine Davis	Brisbane (Matahi)	Great Displays
5-4-19	Ben Currie	Whangarei	GREAT
5-4-19	STEVE POTTS	PAPAKURA	Beautiful, displayed well.
5-4-19	Peter & Pam Anderson	Romsey Vic. Australia	Amazing
5-4-19	Bruce & Vicki Miller	Manungtapani, Whangarei	gully
6-4-19	Lat & Anne Vagg	Puna Bay, Whangarei	EXCELLENT ARTIFACTS
7-4-19	BRUCE & MARY CLARK	1801 KERR	

DATE	NAME	ADDRESS	COMMENTS
07-04-2019	Sam Anderson	Paraua Suk	
	Ak Rogers	Bicester Oxford England	Great visit - thanks to Butch for showing us around (Dove kept it up very interesting I and a Broomfield descendant returned for a look Great - Awesome!!
2/4/2019	Karen & David	Mt Eden Bay RAF Ceylon / WEL Holland Noerwichehoul Devonport Auckland New Plymouth Hukumia / Auckland	
10/4/2019	Corryn	Kamo	Lots of memories
11-4-2019	Dim Thompson	Okapihu	Building Museum of Okapihu
11-4-2019	M.T. Stretton	Auckland Lucerne RD	Was amazing, so fast fascinating build
11-4-2019	Ron LeClare	Auckland Lucerne	Very fascinating Very amazing Engaged displays Nice
14-4-2019	Ron & Helen Anderson	Waihi Road	I loved it pls come to the Very very interesting thru Loved hospitality & food, love Great!
14-4-2019	Snowie Robyn Harrison	Motutu	Very good notes! Beautifully presented, thank you
15.4.2019	Arvin Rattee	Auckland	
15.4.2019	Arcaam Rattee	Auckland	
15.4.19	Marana Wells	Auckland	
16/4/2019	Joan C. Daniels	Motutu	
16/4/2019	Sr Magdalen Shyba	Motutu	
17/4/2019	Bradley Greenstone	Auckland	
17/4/2019	Connor Greenstone	Auckland	
18/4/2019	Glenn & Clita Marshall	Mangere Auckland	
23/4/2019	Clive & Cheryl	Auckland	
23/4/2019	Gayle & Graham Mayb.	AK	
24/4/2019	Sarah Hittling	Glendene Auckland	
25/04/2019	Wick & Sue Bradley	Gabb's Road	

DATE	NAME	ADDRESS	COMMENTS
26/4/19	Rachelle Tilsley	2/43 Forest Hill, Milford.	loved looking at
26/4/19	Lawry & Shandgerard	RD2 Takapu.	the uterists.
24/4/19	The Smith Family Circus	Narrowneek.	Great wee museum.
26/4/19	Old Family	Greenhills Ave	Wonderful find.
26/4/19	Adam Rodenry & Family	6 Russel Road Whakapu	Awsome Collection
26/4/19	16012 PUAH ASUA	1551 IUES AUCKLAND	BEAUTIFUL!
26-4-19.	Potato. Pripri	Redwood. CH-CH.	old memories.
26-4-19	Cham McCallen	Opua	Very interesting
26-4-19	Michael Yuen	Opua	1980s Boats Old Museum
26-4-19	Imman Ali	16 Sen Anspoo Ct	Beautiful Museum,
26-4-19	JSLC	Byron ST Cambridge	kids loved it.
28-4-19	LEVICOX	Byron ST Cambridge	COOL A2
29-4-19	JOHNSON William & Family	featherston	cool.
27-4-19	Tracy Norris	Auckland.	Great place.
27 th April 2019	Sean McConnell & Family	Hamilton	Inspirational! I want a bigger shed!
27 April 2019	CL Boal	Kerikeri	Very Good.
28 April 2019	Jemi, Rhys & Debra McQueen	Whangarei.	Beautifully set out. Great.
28 April 2019	Des Reich	Whangarei	Fab!
28 April 2019	Li Z Allaly	Waikato IS	Very interesting.
29 APRIL 2019	F. J. K. L. C.	55 FULFERTON ROAD HAM	NICE UTTER MUSEUM.
2/5/19.	Karne Horne Village	Ford Ave, Karne	Very interesting.
5/5/19	S. Innes	Wellington	very informative
5/5/19	B Lloyd	Wellington	interesting
7-5-19	Betty Campbell	Whanauki, 10th Rd.	Very Enjoyable
7-5-19	Helen Bridge.	Karne.	

DATE	NAME	ADDRESS	COMMENTS
2.5.19	Marie Campbell	Port Albert.	A great place.
3.5.19	Peter & Emily Chung	Sabah	Awesome!!
6/5/19	FLETCHER	Manurewa	A great collection
8/5/19	Chris Maria Wright	Whangarei	Very interesting
10.5.19	Janyre Hawkins	Whakapara	lovely place
10.5.19	Ale McRae	Whangarei	
10.5.19	Margaret Jim Morrison	Whangarei	Fantastic
11.5.19	Reba Inglish	Titirangi	Great little museum
11.5.19	Norm dodd	Puke	Thank you
12.5.19	Bronson	Whangarei	amazing fabricators
	Walden	Qld	well done collection
18.5.2019	Kwang Ja Min	10 pamphire estate pr manure	good
18.5.2019	Antipodians Crump	Kaikohu	Great collection thanks
18/5/2019	Jamie Tapp	Kaikohu	cool
18/5/2019	Estee Papatin	Kaikohu	loved the stories - Alice is a wonder woman.
18/5/2019	Peter & Pam Kelly	Tamaterau	Great
18/5/19	Michael and Brenda	Auckland	Nice piano
19/5/19	Annette & Ray Crofts	Hikurangi	Wonderful collection - very local.
19/5/19	Gabrielle Dakra	Whangarei	lovely place.
19/9/19	Kyn Darrah	Whangarei	interesting stuff
19/5/2019	Sinean McGrath	Whangarei	Very cool!
19/5/2019	Kore Goodman	Whangamata	love old stuff 😊

JACK MORGAN MUSEUM VOLUNTEERS August 2018

1. Allan	Ken	433 4766	
2. Allen	Lesley		0211291 1422
3. Antunovic	Jenny	433 9507	
4. Blake	Shirley	435 3975	0274805593
5. Christensen	Athol & June	433 9799	0212143128
6. Collins	Roberta	433 8606	02102979510
7. Corney	Betty	435 9192	
8. Cunningham	Lynne		0212145659
9. Larry	Coughlan	433 7172	0274337107
10.Dobbs	Kelvin & Bobbie	435 1669	0272843832
11.Dyke	Desley	433 4808	
12.Eunson	Leanne	432 3894	0211227964
13.Francis	Dave & Ennis	433 9816	0212027483
14.Going	Pam	433 4889	
15.Harrison	Janice	435 2255	0275176795
16.Hayes	Stan & Margaret	433 9625	
17.Henwood	Butch	434 7479	
18.Horne	Lynley	434 3167	
19.Judkins	Anna	433 9721	
20.Mason	Chris & Kay	433 7551	0272431344
21.Meads	Anne	433 9962	
22.Menefy	Di	433 9630	
23.Morgan	Henrietta		0272407514
24.Moscrip	Sam		0212342358
25.Moselen	John	435 4357	0274824356
26.Olsen	Pud	433 8316	
27.Reid	Lilian	433 9815	
28.Rouse	Brian	435 9316	0274880599
29.Rouse	Renee	433 9806	
30.Skudder	Neta	435 1523	
31.Smeath	Evan & Shirleen	433 9723	
32.Tearle	Maureen	972 7994	0122945311
33.Williams	Stephanie	433 9985	

JACK MORGAN MUSUEM

2018-19

Chairman Larry Coughlan 4337172- 0274337107

Secretary Janice Harrison 4352255- 027517679

Treasurer Sam Moscrip 0212342358

Committee

Kay Mason 4337551 0272431337

Chris Mason 4337551 0272431344

Athol Christensen 4339799 0212143128

June Christensen 4339799 0212143128

Evan Smeath 4339723 0274498274

Ennis Francis 4339816 0212017483

Dave Francis 4339816

Di Menefy 4339630

Anne Meades 4339962 0212970082

John Moselen	4354357	0274824356
Anna Judkins	4339721	
Sam Moscrip		0212342358
Dianne Henwood	4350521	021434615
Ryan Meades - Youth Member		021108128752

Operations Manager

Leanne Euson- 0211227964

Volunteer Co-ordinators

Kay Mason	4337551	0272431344
Ennis Francis	4339816	0212117483
June Christensen	4339799	0212143128

Finance

Evan Smeath	4339723	0274498274
Sam Moscrip		0212342358

Collections

Anne Meades	4339962	0212970082
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Displays

Kay Mason	4337551	0272431344
Di Menefy (Display's Manager)		4339620

Education Officer

Steph Williams	4339985
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IT

Jack Lee	4339983	
Shayne Cotton (Waraco Software)	4394066	021439411

The Annual General meeting of the Jack Morgan Museum was held on the 27th June at the Hukerenui Café and Hotel Hukerenui and commenced at 7pm.

Present were Chairman Larry Coughlan, Ennis and Dave Francis, Evan Smeath, June and Athol Christensen, Anne Meades, Ryan Meades, Chris and Kay Mason, Anna Judkin, Diana Menefy Butch Henwood, Mike and Dianne Henwood, Stephanie Williams and Janice Harrison.

Apologies were received from Sam Moscrip, Lynley Horne, and John Moselen.

Moved they be accepted Evan Smeath, 2nd Chris Mason [carried]

A minutes silence was observed for Val Jobe, Glynn Henwood and Robyn Olsen, who passed away during the year after giving their service to the museum of a number of years.

The minutes of the previous AGM Meeting 2017 had been circulated and read. Moved they be accepted Evan Smeath 2nd Ennis Francis [carried]

The Financial report was presented by Dave Francis for the last time. With the help of Neil Ruddell the Charities Commission requirements was a lot easier. The lack of Banking in Kamo was another problem during the year. We had received \$1661.15 in funding this year. The ongoing funding from the WDC Operating fund has been a great help. There has been a increase in the phone charges this year due to having to ring cell phones. Dave Francis then moved the Annual Balance sheet and report. 2nd by Anne Meades. [carried]

To appoint Neil Ruddle as our accountant for the next financial year

Larry Coughlan thanked Dave for all his hard work over the past 12 years, keeping the accounts in the positive and all the other work he does in the back ground that none of us see.

Chairman's Report Larry Coughlan

It's been a good year for the museum. We have been able to stay open every day even though volunteer numbers have drop. The web site has been a long work in progress since been hacked. The new road signs have been installed, and the grader has been restored.

The financial team of Dave Francis and Evan Smeath have applied for funding, and thanks to Neil Ruddle for doing our accounts again.

The ladies from the Gardening club and Mike Collins have kept the outside of the Museum looking lovely.

Thanks also go to the trustees, Kay Morgan for the displays, Chris Mason for the advertising, June Christensen and Ennis Francis for keeping the rosters up to date. The Christmas BBQ was a great success. Thanks also to Benny who kept the Café open on Wednesday night.

Displays report by Kay Mason,

Work being done to organise the collection so not many displays this year. A number of areas need attention, Foyer, The hub Storeroom and RSA corner to name a few.

She would like to thank her team and to welcome Diana Menefy who will also help with the displays.

Collection Reports by Anne Meades.

Her team of helpers, especially Leanne Eunson who has spent hours sorting the paper work that goes with each item. There are still a number of items to be photographed and accessioned but we are getting on top of them. Would like more room for displays as there is some wonderful items

being stored in the container. Volunteers still not filling in the donation forms and must stress that they get the phone number of the person donating. We need a dry stable area for our textiles as these are being stored in a home at present.

All reports are attached in full.

Election of Officer's

Larry Coughlan vacated the chair and Evan Smeath Vice Chairman called for nominations for Chairman.

Chairman	Larry Coughlan	Evan Smeath/Chris Mason
Larry Coughlan re-elected Chairman unopposed		
Committee		
Vice chairman	Evan Smeath	Anne Meades/Athol Christensen
Treasurer	Sam Moscrip	Dave Francis/Janice Harrison
Assistance Treasurer	Dave Francis	Larry Coughlan/Evan Smeath
Secretary	Janice Harrison	Kay Mason/Anna Judkins
Volunteers	June Christensen	Athol Christensen/Anna Judkins
Office Supplies	Ennis Francis	Anne Meades/June Christensen
Collections	Anne Meades	Ennis Francis/Kay Mason
Displays	Kay Mason	Anna Judkins/Ennis Francis
Maintenance	Chris Mason	Larry Coughlan/Evan Smeath
“ “	John Moselen	Chris Mason/Larry Coughlan
“ “	Athol Christensen	June Christensen/Chris Mason
Advertising	Chris Mason	Anna Judkins/Dave Francis

We would also like to welcome Stephanie Williams, [moved Anne Meades/Kay Mason]

Diana Menefy, [Anna Judkins/Kay Mason]

Dianne Henwood[Anne Meades/Kay Mason] [Carried] to the committee

A junior committee member will be Ryan Meades. Welcome :

We are sure they will find duties that they can undertake in their field of interest

It is with regret that we lose the services of Lyn Cunningham from the committee but not from helping out as necessary.

General Business

Secretary given permission to destroy the nomination forms

Janice Harrison to write to Neil Ruddle thanking him and his staff and sending them some free passes.

A thank you note to be sent to Benny at the café for opening in the evening.

There being no further business the meeting closed at 7.45pm.

These minutes written by Janice Harrison.

Next meeting June 2119

March 19

The March meeting of the JMM was held on the 27th of March 2019 at the Hukerenui Café and Hotel and commenced at 7pm.

Present were, Larry Coughlan, Sam Moscrip, Dave and Ennis Francis, Chris and Kay Mason June and Athol Christensen, Anne Meades, Ryan Meades, Diana Menefy, and Janice Harrison.

Apologies were received from Evan Smeath, Dianne Henwood, Anna Judkins, Stephanie Williams, John Moselen, [Sam Moscrip/Dave Francis] carried.

The Minutes of the previous meeting had been circulated and taken as read.

Correction to minutes It should read Mr Larry Coughlan not Mrs Larry Coughlan

The 4 Building firm asked to quote for the extension is Astex Building

Business arising The open flag hasn't been ordered, it wasn't the New Zealand that was needed.

Larry Coughlan to arrange. Grass root funding from Fonterra has ceased. We can reapply in July for the Defibrillator

Janice Harrison moved 2nd Diana Menefy [carried]

There was no correspondence inward and only the minutes out to the committee.

Ennis Francis received a letter asking us if we would sponsor an item for a raffle. 2 family passes were sent to the Opuia School

Treasurer report

There had been a longstanding error with the Apparelmaster billing. To settle account bill for \$148.98 with a new monthly total higher than previous years. Sam to up date at next meeting.

Sam Moscrip moved that we remove Appeal master from the Auto payment list until the account is sorted. 2nd Anne Meades. Opening Balance \$13267.7. Accounts past for payment as per the balance sheet.

An account for Diana Menefy for Stationary from Baigents \$165.48. Sam Moscrip moved his report and balance sheet 2nd by Chris Mason. The term deposit for The Future Building fund is due on the 11th of April and it was agreed to reinvest it for 6 months Moved by Sam Moscrip 2nd Dave Francis

General Business

An urgent working bee was called to help the Morgan family clean out Jack Morgan's shed as the property had been sold. Dave Francis, Evan Smeath, Larry Coughlan, Athol Christensen helped the family and also took 2 ½ tons of scrap metal into the dealers. Lynley Horne kindly donated the process of \$648.00 to the Museum.

On Saturday the 23rd of March the caravan/Motor homes came and camped overnight. Due to the grader being there it is the largest of these were unable to get around the back and so parked over at the Hotel. There was 29 of them. We then had about 47 through the museum with some paying only \$3.00.

From now on the campers pay \$6.00 per van to camp here, and the usual \$6.00 to go through. They can still have access to the dump station and water.

The savvy paper has offered us a 1/8 page advertisement space for \$250.00. Turned down.

Chris Mason has had one reply to the costing for the extension from Total Span of \$128,000. That is every thing from the permits, floor and erection. Not including plumbing and electrics.

The wood turners are keen to come back as soon as the girls are ready for them. This time they will be in the museum proper.

Susanne Dodds has made a lovely job to the sewing mannequin for dress. A letter of thanks to be sent.

Diana Menefy suggest that we hold an open day at the museum on ANZAC day. The idea is that families coming back from the service in Taipuhi to call in and see the new displays. To ask for a small donation. Could have a display of photos to see if the face can be undefined. Also a small trading table of things that we don't need or are from the wrong era. Diana will contact the school and put details in the school newsletter. To open at 11am. Ryan Meades keen to start a motor that day.

Spark has made contact with Dave Francis pointing out the museum Wi fi runs on old copper wiring, and we should look at getting wireless. The price would decrease in monthly payments. To wait and see until we have to do it.

Ennis Francis has been looking into alternates to keeping the key to the museum up in Did Morgan's letter box. A key box with combination key pad would range from \$84 to \$124. Other ideas were a key pad on the door itself. Swipe cards, our own letter box.

Report from Leanne Eunson Operational Manager,

Thanks to all the helpers getting the base ready to shift container. Thanks to Susanne Dodd's for sewing the clothes for the mannequin.

They have completed the stories for the end of the line.

The ladies would like to get the people from Speedy signs out to show them what they want and to get quotes.

The meeting closed at 8.25pm

These minutes written by Janice Harrison

Next meeting 24th of April 2019

June and Athol Christensen will be away for the next meeting apologies received.

AOF Application Form

“Looking ahead”

The purpose of this form is to look ahead over the next grant year, to see how you plan to use your annual operating grant for the benefit of the community.

Summary information	
Organisation name	Northland Society of Arts, Inc
Contact Person Name, email and phone number of person completing this form	Sandra Rogers office@reyburnhouse.co.nz 09 4383074
New postal address? Please provide if it has changed	
Incorporated Societies/ Charitable Trusts Registers Number	Number: 223423 The register will be updated following the first meeting of the new NSA Council, when the Executive positions will be decided.

Organisation information		
Resourcing	Number	FTE*
How many paid workers does your organisation employ?	1 @ 6 hours pw	0.24
How many volunteer workers does your organisation have?	23	

* FTE is Full Time Equivalent. This is based on approximately 37.5 – 40 hours per week. Approximates are fine. Example: a person who works 20 hours a week is 0.5 FTE.

Area of work	
Please select which one of the following relate most closely to your organisation:	
<input checked="" type="checkbox"/>	Arts and Culture – Projects and activities that facilitate education and enjoyment of the arts and of culture for the people of our District.
<input type="checkbox"/>	Heritage and Environment – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.
<input type="checkbox"/>	Recreation and Sport – Projects and activities that enable participation and engagement in recreation and sport for people in our district of all abilities, ages and life stages.
<input type="checkbox"/>	Community Connectedness and Wellbeing – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.

Data on your customers/visitors

Please tell us who your customers/visitors are, using estimated percentages where possible. *This information helps us to build a picture of which communities our funding supports. It is for statistical purposes only and has no bearing on your application.*

How many customers/visitors did you have 'last year'? (Please state what period your data covers)	During the 12month period ended 31 December 2018 Reyburn House Gallery received 10,866 visitors.
% Whangarei residents, Northland-wide residents, visitors (national/international)?	A snapshot of our Guest entry book shows that of 130 entries, 51 (39%) indicated they were Northland residents; 35 (27%) rest of New Zealand and 44 (34%) from overseas.
% Age ranges?	Varied – the majority would be in the 50+ age bracket
% Ethnicities?	All ethnicities
Anything else you'd like to add?	<p>A lot of Whangarei residents bring their family and friends visiting Whangarei into Reyburn House Gallery.</p> <p>We see more foot traffic from the Hatea Loop and visitors to the Town Basin area since we put up our Gallery Shop Flag in the Grounds and we have also had several tour groups visit.</p>

The year ahead

Tell us about your organisation and what you plan to do in the year ahead with the below questions.

The Idea – Briefly explain your organisation's *kaupapa* (purpose):

The Vision of the Northland Society of Arts is: To ensure that the Society thrives as a community focused organisation providing inspirational opportunities for artistic endeavours in the wider community.

Alignment – Tell us how your organisation's *kaupapa* aligns with Council's Vision and Community Outcomes?

Proud to be local

In November 2018 the Society celebrated its 60th year. The event was commemorated by an exhibition of art from the Permanent Collection, showcasing 50 artists, with art dating from the late 1880s. Each piece was accompanied by biographical information on the artist. "The Founding Years" was a feature in the November Issue of the NZ Artist Magazine. The article brought back to life some of the archival stories gathered by the Society since its inception in 1958. With such a proud history we are confident and positive we have a sound foundation to thrive going forward.

With ever changing exhibitions, free entry, multiple classes and workshops there is always something for people of all ages to see or do at Reyburn House Gallery or Studio.

Caring for the environment

The Society takes its responsibility to ensure that Reyburn House, a Heritage II listed building and the Heritage Rose Gardens are well cared for and maintained and look attractive to the public.

Efficient and resilient core services

The NSA Business Plan now enters its second year of implementation. This strategy document will continue to be our reference point throughout 2019/2022.

The NSA Council aims to attract more people interested in running the organisation. It is important we identify and engage the most suitable volunteers to take up specific roles and responsibilities to provide core services around Gallery opening, exhibitions, workshops, classes etc.,

By helping volunteers understand what is required of them we will be able to grow and adapt more effectively as an organisation dedicated to promoting art in Northland.

The more people involved means more community awareness, wider use of facilities, and an increase in financial return towards refurbishment of the Studio for use as a multi-purpose facility for the creative arts and the wider community.

Positive about the future

With goals also around increasing visitor and membership numbers and utilisation of assets we will continue to embrace new technology including promoting the services of the organisation through social media: digitizing the Permanent Collection photos and biographies; creating in-house Calendars, cards, and artwork from images from the Permanent Collection and from the Heritage Roses in the Gardens.

The Need – What need is there for your organisation? What indicators do you use?

The number of people who visit Reyburn House and Gardens and the positive comments we receive (both anecdotally and as recorded in our Visitors book) about the art displays and about the Heritage house and gardens indicates their visit has been enjoyable and memorable.

The NSA aim is to promote a wide variety of locally made art – and our visitors want to see local art which they can take away as a souvenir of their visit. Therefore, our craft shop sales and sales of Art on Behalf of Artists are good indicators that the visit has been worthwhile.

The number of people who want to exhibit their art in a full gallery exhibition, or who can afford to exhibit one piece of art at a time and who don't want exorbitant hanging fees or big commission deducted also indicates a local need of artists. Exhibition income is a good indicator here.

The number of people who participate in weekly classes and weekend workshops in the Reyburn Studio indicates the need in the Community for a place where they can engage in creative pursuits. Regardless of the age grouping, with like-minded people; whether they be active retirees interested in painting, pottery, doll making or meditating or young people wanting to learning scrapbooking or it's a birthday party for a 6-year-old child, the studio provides a suitable and safe environment.

The Impact – What difference will your organisation make to the community over the next year?

We believe that the variety of exhibitions and art displays coming to the Gallery next year will provide a place of enjoyment and contemplation of art and encourage others to take up creative pursuits in the community. Last year the number of visitors to the Gallery was 10,866, we aim to increase the visitor numbers by a further 2%.

We trust that being able to secure funds to upgrade the Reyburn Studio will encourage people currently using the Studio to think about how the Studio can be more fully utilised and how they can contribute to that. The variety of classes and groups already using the Studio are many and varied and offer opportunities for budding artists.

By creating in-house artwork for sale from the Permanent Collection images and from the Heritage Gardens the Society aims to highlight the value of these assets in the Community.

The Society will continue to support Northland Artists through the display and sale of artworks, on Behalf of the Artist, and the purchase of Artworks for the Craft shop.

The Society has just been approached by the Artisans Fair Markets with a proposal for the use of the Reyburn House and Studio Grounds for its upcoming October 2019 – April 2020 season. Briefly mentioned in General Business at our recent AGM, the idea attracted considerable discussion about the early Artisans Fairs instigated by the Society many years ago. The new NSA Council will discuss the proposal at its first meeting later this month.

Collaboration – What other organisations, community groups and individuals will you collaborate with to make a difference to the community?

Throughout 2019/2020 The Society will continue to work with individual Northland artists to hold their exhibitions in Reyburn House Gallery. They include, Maggie Cross, Deva Prem, Adrienne Dietrich, Mandy Wood, Dougie Chowns, Vickie Leeuwenburg, Ann Montier, Patricia Brickell, Malcolm Burrell, Di West, Judy Hunter, Sheila Blackburn and Gerry Greenwood. We help each artist to prepare, label, hang, and promote their art as indicative of our commitment to them.

After several months of discussion with the Bay of Islands Painters group from Kerikeri we were Very pleased to support their full gallery exhibition in April this year.

Whangarei Heads School Exhibition later this year will include lots of art from all the classes in the school. The opening night is always a fun family affair with speeches and prize-giving.

The Rotary South School Exhibition features all the entries, with special attention given to the place-getters in the Photographic Competition.

Working with Solander Gallery, Wellington, to bring Daniel Solander's Legacy, "Paradise Lost", to Whangarei. This is a travelling international Exhibition supported by the Swedish Embassy.

The NSA Calendar Competition and Members Summer Exhibition involve about 60 artists each, the Riverside Painters Group involves 20 artists. Each exhibition involves at least 60 works of art.

Your Approach – How will you demonstrate the impact of your work?

A review of the Key Performance Indicators in the Business Plan, against the previous year's performance and the goals set in the annual plan will demonstrate the work we have actioned, which were successful or not.

A selection of questionnaires for volunteers, members and visitors with the aim of seeking feedback on initiatives, what have worked, what haven't worked and ways to improve our approach.

Constant monitoring of the financial implications of all our actions.

Funding

The Annual Operating Fund grant is an exceptional level of support for organisations that provide ongoing, valuable services, programmes and amenities to the community.

Generally, indicative levels of funding remain consistent from year to year, subject to satisfying the performance measures and need/benefit assessment for this Fund.

If exceptional circumstances mean you would like to request a change in funding, please state your request and rationale below.

We are asking for an increase in funding to \$50,000 to enable us to employ an Office Manager as the first respondent for all communication between all parties accessing our services. Someone who will support core-services co-ordinators, help organize operations, maintain procedural systems and maintain records. Last year we contracted an office worker for 6 hours per week at \$20 per hour, however we recognize that this work demands a 15 hour week.

We also need a Finance support person to input data into Xero, reconcile the cash daybook, do weekly banking, receipting and preparation of financial records for the Accountant. This work also takes at least 15 hours each week.

AOF Report

Attach your AOF report along with your business plan.

Declaration

On submitting this application for funding, you have deemed acceptance of these terms and conditions.

I declare that I have the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct.

If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within two months of being advised. I understand that grant payments will only be made to a bank account in the name of the applicant group or the umbrella group as appropriate.
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by Whangarei District Council
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I/we consent to the Whangarei District Council recording the personal contact details provided in this application, and using this to send me community funding related information. I understand I can opt out anytime.

I/we understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I/we understand that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

Submitting your application

Send your application and any supporting material to funding@wdc.govt.nz. You can also drop it in to us at Forum North or Walton Plaza, or post it to us at:

Attention: Community Funding
Whangarei District Council
Private Bag 9023
Whangarei 0148

We will acknowledge receipt of your application by email. If you don't hear from us within 7 days, please call 430-4200 to check we have received it.

Most funding decisions are advised 6 weeks after the funding round closes.

AOF Impact Report Form

“Looking back”

The purpose of this form is to look back over the last grant year, to see what impact your annual operating grant has had on the community.

Organisation name	Northland Society of Arts, Inc.,
Contact name	Sandra Rogers
Position in group	Treasurer
Email	office@reyburnhouse.co.nz
Daytime phone number(s)	09 4383074 or directly on 021 022 4067

Performance measures

In July 2018, we provided you with a set of performance measures (attached again for your reference). Please refer to these when answering the below questions on your impact over the last year.

(If you were given specific, additional measures, please report against those as well).

For the reporting period, tell us how your organization went with the following questions.

Did your organisation meet the expectations of your board, the people who use your services, and the wider community? Why/why not?

Three of the five Objectives targeted in the NSA Business Plan for 2018, being Finance, Administration, Membership and Visitor Numbers were met. Membership increased to 233, up from 200 in 2017. Visitors 10,866 in 2018, increase of 526 from 2017.

The Human Resources objective to identify and engage additional volunteers was not met and we had a reduction by 1 from 24 to 23. Being a small organisation our ability to stay on course, let alone thrive is easily influenced by changes in the availability of willing workers. The abrupt resignation of the Secretary and lack of a suitable replacement volunteer led us to bring in a paid part time Office Contract worker.

Visitor numbers to the Gallery exceeded our expectations, and reflected in increases in memberships, and revenue from sales in the exhibitions and craft shop.

Work continues on increasing utilisation of assets. (discussed under what didn't work so well). The weekly Studio Groups and weekend workshops used the Studio 63% of the time space available. This included both tutored and un-tutored art groups, the Porcelain Doll Club; the Science of the Soul Meditation Group and a Scrapbooking group. On a casual basis, the studio was used by a Northtec applied writing function, children's birthday and multi Church use of the studio grounds in Easter. The Firebirds use the Pottery Studio at least weekly.

What difference did your organisation make?

After a trial period, a change in weekend opening hours for Reyburn House to 10am-2pm and getting a Gallery Shop Open Flag have seen more people coming into the Gallery and re-affirms our awareness that many of our visitors are also visitors to the Town Basin.

Positive comments from visitors and artists, have been received after we repainted the Gallery, bought in a new hanging system and re-scheduled a \$10 per painting per month Exhibition system for artists. The Terms and Conditions for Exhibiting at Reyburn House were re-evaluated and fees reduced to make exhibiting more affordable. The Gallery was fully booked in 2018 and is almost completely booked with exhibitions well into 2020. The look of the Gallery has become vibrant and welcoming, exhibition income has increased (despite the reduction in fees) and the range of community groups using the Gallery is seemingly more diversified.

Exhibitors in 2018 included Miriam Von Muler's "Progression"; Whangarei Heads School Children's Art; Gaynor Nairn's "Watercolour study of Whangarei Heads", the Aotearoa Quilters: the Rotary South School Photo Competition; "Fine Oils" by Janice Wykes; "Rust" photography by Adrienne Dietrich; the NSA Calendar Competition; "The First Three" a Celebration of the first three women Presidents of the NSA; the NSA 60th Birthday Exhibition and several \$10 members Exhibitions, including the Floral Exhibition to coincide with a visit from NZ Heritage roses.

The Gallery Shop saw a reduction in aged stock and an increase in the stock of popular items. NSA supports artists both through the purchase of Art for Sale, including ceramics, cards, books and prints and by selling Art on behalf of Artists which includes greenstone, flax-works, woodwork, glass works, prints and jewellery. Revenue from providing craft shops sales and the commission earned from sale of artwork have both increased by nearly 50% - so visitors are seeing art that they want to buy as a reminder of their visit to Whangarei.

What worked well?

Creating a 5year Business Plan – as a strategy document which has been our reference point throughout 2018.

The Annual Planning Cycle begins in June after the AGM in May, to enable new Councillors to participate in planning. This Planning is subject to a 6 monthly review and forms part of the President's Annual Report to NSA Members at the following AGM.

Initiatives, Implementation and Evaluation form part of the NSA Council Governance and are reflected in NSA Council minutes. The Timeline of the Annual Plan ensured that what needed to be done was done throughout the year e.g. ensuring Financial Accounts audited and presented to the AGM and completion of the Charities Services return.

Being subject to review the Business Plan is flexible enough to bring in new initiatives and adapt to changes as the Council determines.

In January of each year the NSA Council approves an operational budget using the previous year's budget variances, anticipated revenue and expenses. Budget Variances are discussed at monthly Council meetings and help to assess the value of contracted service providers. Expenses and savings are tracked monthly.

What didn't work so well?

The Creation of Job Descriptions for all aspects of the Society from Governance to Gardens when fully implemented will provide clarity of roles and responsibilities for all the volunteers. It will take some time to satisfactorily bed this into the organisation, as to work well, it depends on the availability of appropriate people willing to take on specific roles or be part of a group to undertake the responsibilities as defined. Not having someone to focus on implementation is the shortcoming here. We are struggling to attract and retain volunteers willing to commit long term.

To increase utilisation of assets by 10% per annum included initiatives such as: Using images of the Permanent Collection artworks. A lot of work still needs to be done on digitising the art and properly cataloguing the artists, as well as addressing any copyright matters which may arise in using the images.

Hiring out Gardens and creating in-house heritage rose calendars, cards etc for sale. Reyburn House and Studio gardens include 100 Heritage roses which have now been named and mapped out. Still more work needs to be done on photographing all of the roses, labelling them in situ and using the images for arts sake.

The NSA Council is very conscious that the gardens form part of the public face of the organisation, and in spite of employing gardeners and doing working bees, more work is needed for us to be satisfied the area is as attractive as it can be.

Resourcing – In your last application, you provided indicative numbers of volunteer and paid staff, and their expected total hours for the year. Were the actual numbers the same as expected/indicated? If not, please provide some comment.

The number of volunteers was 23 as at 31 December 2018, this also included 7 NSA Council members. The hours needed to keep the Gallery open, and to do all of the back work has not diminished, with additional burden going onto some of the Councillors or some work being delayed.

The unavailability of the person contracted to input the Xero Accounting system part way through the year, and the abrupt resignation of the Secretary provided the catalyst for us to take on a part time Contract Office Worker for 6 hours per week, this is recorded as a Related Party Transaction as the contract worker is closely related to Council members.

Who and how many people were involved with or received services from your organisation? How did they benefit?

All visitors to the Reyburn House Heritage II listed building have free entry to see regular changing art exhibitions. Last year 10,866 people visited the Gallery were able to view the Art displays, visit the Gallery Shop and read the NSA Newsletter or browse the many Art books on display or in the donated Art Library section.

Aside from the visitors, artists, tutors, exhibitors, and Society Members involved with exhibitions regularly came through the doors to deliver/receive artwork for Sale on Behalf, or to enquire about classes, workshops and availability of exhibition space.

Studio Users and Workshop Attendees have received very affordable use of Studio Space. \$20 for 3 hours untutored and \$30 for 3 hours tutored.

The Weekend workshop Calendar went from February to October with 25 workshops involving 3 tutors. Each workshop catered for up to 10 people and all were fully subscribed and open to non-NSA as well as NSA members on a first come first served basis.

The weekly Studio Users this year included the Monday Acrylic Painters, the Porcelain Doll Club, the Party House Group, the Tuesday Pastel Group; The Wednesday Painters, The Riverside Painters, the Firebirds 3 days a week; The Science of the Soul, Janice Wykes oil painters and Linda Sabbage' Avant Garde art. 82 students attended each week on average.

For each exhibition the Society produces publicity posters and uploads details both on the Reyburn House website and Facebook page. Creative Northland has also been provided with details and images of upcoming exhibitions. All upcoming Workshops are also listed on the Reyburn House website and available on a first come first served basis.

A bi-monthly newsletter detailing upcoming events is emailed to all Financial members of the Society with copies available for visitors to read in the Gallery.

Who did you work with to deliver your project, programme or service?

Every Exhibition that is put on display requires us to work with the Artist or Group applying to Exhibit at Reyburn House Art Gallery. Therefore during 2018 we worked with Miriam von Mulert, sculptor; the Wednesday Painters group; the Whangarei Heads School; Anne Evers Artist; Gaynor Nairn Artist; the Aotearoa Quilters; Adrienne Dietrich, Photographer, Rotary South regarding their School Photo Competition; Janice Clifton Wykes, Artist; and the NZ Heritage Roses group for the Member's Floral Exhibition to coincide with their Northland visit. Not to mention all of the individual artists who wanted to display their individual artwork under the \$10/month members exhibitions.

Which of the following areas would you like to strengthen? (please tick or highlight)

<input type="checkbox"/> Leadership	<input checked="" type="checkbox"/> Marketing/publicity	<input checked="" type="checkbox"/> Facilities
<input checked="" type="checkbox"/> Fundraising	<input type="checkbox"/> Financial management	<input type="checkbox"/> Planning and organisation
<input type="checkbox"/> Equipment and resources	<input checked="" type="checkbox"/> Volunteers/time	<input type="checkbox"/> General skills/expertise
<input checked="" type="checkbox"/> Other: - grow our ability to collaborate with other community organisations		

Is there anything else you'd like to tell us?

2018 has been an exceptionally challenging and rewarding year for those members of the NSA Council who are committed to ensuring the Society thrives as a community focused organisation providing opportunities for artistic endeavours in the wider community.

Attach:

- Your business plan for the year(s) ahead.

Submit:

Your completed report with your application for next year to funding@wdc.govt.nz.

You can also post it to:

Community Funding

Whangarei District Council

Private Bag 9023

Whangarei 0148

Or drop it in to one of our customer service centres.

1. **Executive Summary.**

1.1. Since its inception in 1958, the Society has relied upon the willingness and enthusiasm of a core group of volunteers to promote its business, namely the understanding, practice and study of art in Northland.

1.2 In the past few years several key members have retired, exposing areas in which the smooth functioning of the Society has been overly dependent on the knowledge of specific individuals. The Society must now address the issues of continuity and succession, while promoting the objectives of the Society, and ensuring the Society's finances are sound for the future.

1.3. The immediate need is to create a structure which enables succession of all roles and responsibilities.

2. **Vision.** To ensure that the Society thrives as a community focused organisation providing inspirational opportunities for artistic endeavours in the wider community.

3. **Objectives.**

3.1 Human Resources:

3.1.1 To create job descriptions for the NSA Council, Governance, Operations, Office, Gallery Exhibition Team, Gallery Shop, Permanent Collection, Studio, Gardens and Office Manager position.

3.1.2 To identify and engage additional suitable volunteers.

3.1.3 To secure funding to employ an Office Manager.

3.2 Finance:

3.2.1 To review the Operational Budget on a monthly basis.

3.2.2 To audit and present the Financial Accounts at the AGM.

3.2.3 To prepare a Budget Plan for the next year.

3.2.4 To assess and contract cost effective service providers on an annual basis.

3.3 Administration:

3.3.1 To incorporate a 1 June to 31 May Annual Planning cycle.

3.3.2 To review Business Plan.

3.4 Membership and Visitor Numbers:

3.4.1 To increase membership numbers.

3.4.2 To increase visitor numbers.

3.5 Facilities:

3.5.1 To secure funding for the upgrade of the Riverside Studio for use as a multi-purpose facility for the creative arts and the wider community.

3.5.2 To secure funding to refurbish the Reyburn House loft as a suitable repository for the Society's collection of historical and art information, training resources and artworks.

3.5.3 To increase utilization of assets.

Strategies: Key Performance Indicators

Strategic Plan	Annual Plan					Initiatives	Implementation	Evaluation
3.1 Human Resources								
3.1.1 Create Job Descriptions for: NSA Council Governance Operations Office Gallery Exhibition Team Gallery Shop Permanent Collection Studio Organiser Gardeners Proposed Office Manager	1 June 2018					Source Templates from Creative NZ Source from similar organisations Invite members to identify their own skill sets Identify funding sources & Partnership requirements	Create or adapt to suit. Write up Present to Volunteers Sign off Volunteer awareness & understanding Desk File Determine priority	 NSA Council minutes confirm
3.1.2 To identify and engage additional suitable volunteers by 5% p/a	2018	2019	2020	2021	2022	Advertise Newsletter, Email Word of mouth Fliers in Studio Membership applications Referrals Questionnaire: What is their interest in Volunteering? What keeps current volunteers happy? Why have recent volunteers left? What would encourage them to come back?	Provide resources Sign off Induction Refresher training Ongoing support Implement positive evaluation. Make necessary systemic changes	NSA Council Monthly
	28	29	31	32	34			
3.1.3 To secure funding to employ an Office Manager	July 2019					Include in WDC Annual Operating grant application by February 2019	NSA Council	NSA Council
3.2 Finance								
3.2.1 To review the Operational Budget (income and expenditure)	Monthly					Identify ways to reduce expenditure Identify ways to increase savings	NSA Council meetings	NSA Council Minutes confirm

Strategic Plan	Annual Plan					Initiatives	Implementation	Evaluation
3.2.2 To audit Financial Accounts and present to members and the Charities Services	Annually					Audit engagement	Audit Management Present to AGM Charities Return	Auditor report AGM minutes confirm Charities Return confirms
3.2.3 To prepare a 1 January – 31 December Budget Plan	31 December					Review historical income and expenditure include strategic direction	Present to NSA Council	NSA Council approval
3.2.4 To assess and contract cost effective service providers on an annual basis	Annually					Review cost effectiveness and contract price	Present to NSA Council	Assess monthly review annually
3.3 Administration								
3.3.1 To incorporate an Annual Planning cycle	1 June - Annual Plan confirmed 6 monthly Review to 31 December Annual Review to 31 May. Draft proposal for next year's Annual Plan					Enable new Councillors to Participate in Planning Progress at end of each Financial Year	1 st Council meeting following AGM 1 st Council meeting at start of following Financial Year Last Council Meeting before AGM	NSA Council minutes confirm Statement of Service Performance President's Annual Report to AGM
3.3.2 To review Business Plan	Annual Review to 31 May					(See Business Plan)	NSA Council	AGM
3.4 Membership and Visitors Numbers								
3.4.1 Increase NSA Membership by 5% p/a	2018	2019	2020	2021	2022	Ascertain what members are interested in and would support eg: guest speakers, workshops, exhibitions	Promote NSA	Act upon main preferences
	200	210	221	232	243			
3.4.2 To increase visitor numbers by 2% p/a	2018	2019	2020	2021	2022	How to improve visitors' experience Questionnaire Develop relationships with different sectors in the community Advertise	Monthly	Sitters' Diary to confirm
	10504	10714	10928	11147	111370			

Strategic Plan	Annual Plan					Initiatives	Implementation	Evaluation
3.5 Facilities								
3.5.1 To secure funding for upgrade of Riverside Studio	1 Jun 2019					Use previous quote as guide Identify funding sources & Partnership requirements Apply to Charitable Trusts	Monthly NSA Council meetings	NSA Council minutes confirm
3.5.2 Refurbish Reyburn House Loft	1 Jun 2021					Use previous quote as guide Identify funding sources & Partnership requirements Apply to Charitable Trusts	Monthly NSA Council meetings	NSA Council minutes confirm
3.5.3 To increase Utilisation of Asset by 10% p/a	2018	2019	2020	2021	2022	Set up Exhibition team Assess current usage and alternative use of Studio and Gallery spaces Assess stock on hand and sales Canvas trial opening 10am-2pm on weekends Use Permanent Collection (PC) images Hiring out Gardens Create in-house, heritage rose calendars, cards, bookmarks and paper. Advertise through websites, newsletters, local publications	Source previous Workshop and Classes Calendar. Source previous Exhibition Calendar Source new stock Commence Trial Sales Sales Sales	Assess monthly NSA Council minutes confirm
	13K	14.3K	15.7K	17.3K	19K			

Annual Report

Northland Society of Arts Inc
For the year ended 31 December 2017

Prepared by Sumpter Baughen

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Entity Information

Northland Society of Arts Inc For the year ended 31 December 2017

Legal Name of Entity

Northland Society of Arts Inc

Entity Type and Legal Basis

Incorporated Society established under the Incorporated Societies Act 1908 and Registered Charity.

Registration Number

CC23648

Entity's Purpose or Mission

The objects of the Society are to promote the understanding, practice and study of art in New Zealand and in Northland in particular as an element of everyday life and to encourage the production of works of art in Northland.

Our mission statement is:

The Society will be the vehicle for the promotion of visual art in Northland by;

- Facilitating the exchange of ideas, experience and expertise.
- To show the need for art in all forms of daily life and to encourage the use of good art.
- Foster an awareness of good art and the implementation thereof in all practical forms.

So as to through exhibitions and training resources achieve;

- A better quality of life in Northland.
- Through exhibitions create an awareness of the work of present and past artists.
- Through classes and lectures improve the practice and understanding of art in all its visual forms.

In addition the Society offers;

- To establish, maintain and at times exhibit a collection of New Zealand and in particular Northland visual art.
- To commission works of art.
- The Society will not estrange itself from its charitable nature.

Entity Structure

The Society is made up of two classes of Members, namely Honorary Life Members and Members. Officers of the Council of the Society shall be a Council of not less than six and no more than nine members elected out of the membership of the Society at the Annual General Meeting. An Executive Council is then elected by the Council at its first meeting. The Executive Council consists of President, Vice-President, Secretary and Treasurer. The Council meets monthly to monitor day to day administration of Reyburn House Gallery and Studio including Exhibitions, Studio Workshops, Classes and Shop Management.

Main Sources of Entity's Cash and Resources

The Society has the following sources of cash and resources;

- Studio reimbursements from weekly art groups and weekend workshops.
- Donations for entry to Reyburn House
- Donations received from bequests for general use and purchase of artworks for the Permanent Collection.
- Craft shop sales
- Exhibition reimbursements from any person exhibiting in Reyburn House Gallery.
- Commission on sales
- Membership subscriptions
- Grants

Main Methods Used by Entity to Raise Funds

When the Council identifies a need for specific funding for maintenance, upgrade or refurbishment etc., possible sources of appropriate funding will be identified and applied for. For example an application to the Lottery Environment or Heritage Board.

Entity's Reliance on Volunteers and Donated Goods or Services

The Society is totally reliant on Volunteers for the continued running of the Reyburn House Gallery and Studio, and also receives voluntary professional support from IT specialists, legal advice, secretarial and architectural services.

Some donated goods have been retained as resource material, while some donated paintings and books have been sold.

Additional Information

Reyburn House is a Heritage II listed building and is the only remaining building left of the original Whangarei, Hatea River settlement. The Reyburn Family were amongst the earliest colonial settlers to the Whangarei area and their descendants are still resident in the area and involved with Reyburn House Gallery. Reyburn House, situated by the Hatea Loop walkway, in the Whangarei City Town Basin, attracts both national and international visitors, providing positive feedback for the house, artworks and gardens.

The NSA Council makes decisions on management of the Society's assets, buildings and grounds. Reyburn House, originally constructed in 1865, requires ongoing maintenance to preserve this local historical asset. Work is also done to care for our extensive archives related to the history of the Northland Society of Arts Inc, Reyburn House itself, and the early pioneer settlement of Whangarei. A file management policy is under review to ensure worthwhile documents only are better organised and retained.

Maintenance of Reyburn House continues with further painting work arranged for the decks in the 2018 year. Maintenance of the grounds and gardens, which include an extensive range of heritage roses continues, with the Whangarei District Council providing a concession to mow the lawns as part of the Hatea Loop maintenance.

Plans were drawn up for an upgrade of Reyburn House to provide better facilities for use by the wider community for weekly art classes, a pottery club, workshops and specialist interest groups such as meditation. We will begin the process of seeking funding for this project in the coming year. The Council continues to encourage appropriate alternative uses of the House and Studio.

Since its inception in 1958, the Society has relied upon the willingness and enthusiasm of a core group of volunteers to promote its business. In the past few years several key members of the Society have retired, exposing areas in which the smooth functioning of the Society has been overly dependent on the knowledge of specific individuals. The Society must now address the issues of continuity and succession, while promoting the objectives of the Society and ensuring the Society's finances are sound for the future.

The immediate need for 2017 was to create a structure which enables succession of all roles and responsibilities. The Council, established a 5 year Business Plan, effective 1 June 2018 to 31 May 2022, which will see the creation of the following job descriptions for the NSA Council; Governance, Operations, Office, Gallery Exhibition Team, Gallery Shop, Permanent Collection, Studio, Gardens and Office Manager position.

The Council will monitor the implementation of the Business Plan and the Operational Budget on a monthly basis, both will be reviewed as part of an Annual Planning Cycle.

Contact Details

Physical Address: Reyburn House Lane, Town Basin

Postal Address: P O Box 461, Whangarei 0140

Phone: 09438 3074

Email: office@reyburnhouse.co.nz

Website: www.reyburnhouse.co.nz

Facebook: ReyburnHouse

Approval of Financial Report

Northland Society of Arts Inc For the year ended 31 December 2017

The Representatives of the Society are pleased to present the approved financial report including the historical financial statements of Northland Society of Arts Inc for year ended 31 December 2017.

APPROVED

Representative

Date

Representative

Date

Statement of Service Performance

Northland Society of Arts Inc For the year ended 31 December 2017

Description of Entity's Outcomes

Reflecting our Mission statement, "to promote the understanding, practice and study of art and to encourage the production of works of art in Northland" the following outcomes were achieved in 2017.

Description and Quantification of the Entity's Outputs

Visitors:

Reyburn House Gallery is open from Tuesday-Friday 10am-4pm and Saturday and Sunday 1pm-4pm. Closed Mondays. In exceptional cases the Gallery will open all day every day of the week. 10,340 people visited the Gallery during the 12 months ended 31 December 2017.

In response to visitor comments and volunteer observations, the NSA Council has decided on a 6 month trial of opening the Gallery on Saturdays and Sundays from 10am-2pm. Anecdotal evidence suggest foot traffic in the Town Basin area from 10am to 2pm is substantially greater than our current opening hours of 1pm-4pm. Visitor numbers will be monitored to gauge any flow on effect to the gallery.

Exhibitions:

Reyburn House Gallery Exhibitions in 2017 totalled 16. The year began and ended with the Northland Society of Arts Member's Summer Exhibitions. Also included were the NSA Permanent Collection "A Selection", The Firebirds Potters "From the Earth", The Hospice Charity Art Exhibition and Auction, Neridah Haworth's "Photo-books, art & gowns", A selection of "Something Old & New", NSA members works, A Volunteer's passion "A selection of Sitter's works", Justin Murfitt "Turned & Burned", Neil Beart "Mainly Pastel", Julia Tapp "Tapping into Creativity: Bespoke & Custom Air Brush Art", Colin Probst "90 Portraits in 90 Days", Gina-Maria Weigel & Huriana Collecutt "Taonga our Paradise", Margriet Bruin & Beb Hearn "Mix & Match", Richard Cranenburgh "No Straight Lines", Rose Heffery "First Time", Riverside Painters "Around the Loop and more" and NSA Members "Summer Exhibition".

Reyburn Studio:

The Workshop Calendar for 2017 went from February- November. 21 Weekend Workshops were run mainly by Elena Nikolaeva with 1 workshop run by Gayle Forster. Each workshop catered for up to 10 people, and all were fully subscribed. Workshops are open to non-members as well as members.

Tutors and Groups use the Reyburn Studio on a weekly basis: The Studio is available morning, afternoon and evening and last year was fully utilised during the day by Tutored and untutored painting groups with a local meditation group and local art group using the Studio during the evening. The Firebirds Pottery Group utilise the Reyburn Pottery Studio regularly each week as required. The Studio was utilised on a casual basis by the Whangarei Quilters for a Fabric Painting Workshop and by the Firebirds as part of a kiln fundraiser.

Support of Artists:

Purchase of Art for Sale: Last year the Society bought ceramics, cards and prints from artists for sale in the Reyburn House Gallery shop.

Sale of Art on Behalf of the Artist: The Society has also expanded the variety of goods sold on behalf of artists through the Gallery shop to include flax-works, wood work, glass works and jewellery.

Additional Output Measures

Publicity Posters: For each exhibition the Society produces a publicity poster for distribution throughout the City and uploads details of each exhibition along with pictures of exhibits onto the Reyburn House website and the Creative Northland website.

Newsletter: A bi-monthly newsletter detailing upcoming events is emailed to Members with copies available for visitors to Reyburn House Gallery.

Statement of Financial Performance

Northland Society of Arts Inc For the year ended 31 December 2017

	NOTES	2017	2016
Revenue			
Donations, fundraising and other similar revenue	1	2,844	8,565
Fees, subscriptions and other revenue from members	1	5,069	4,905
Revenue from providing goods or services	1	39,004	48,344
Interest, dividends and other investment revenue	1	52	473
Other revenue	1	5	400
Total Revenue		46,973	62,687
Expenses			
Costs related to providing goods or service	2	33,447	42,749
Other expenses	2	16,659	16,787
Total Expenses		50,106	59,536
Surplus/(Deficit) for the Year		(3,132)	3,150

This statement has been audited. Please refer to the auditors report.

Statement of Financial Position

Northland Society of Arts Inc As at 31 December 2017

	NOTES	31 DEC 2017	31 DEC 2016
Assets			
Current Assets			
Bank accounts and cash	3	74,714	74,661
Debtors and prepayments	3	4,355	4,420
Inventory	3	5,830	6,658
Total Current Assets		84,900	85,739
Non-Current Assets			
Property, Plant and Equipment	5	320,969	327,574
Total Non-Current Assets		320,969	327,574
Total Assets		405,869	413,313
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	13,107	17,515
Unused donations and grants with conditions	4	5,177	5,080
Total Current Liabilities		18,284	22,595
Total Liabilities		18,284	22,595
Total Assets less Total Liabilities (Net Assets)		387,585	390,718
Accumulated Funds			
Accumulated surpluses or (deficits)	6	387,585	390,718
Total Accumulated Funds		387,585	390,718

The Financial Statements on pages 3 -15 have been audited. The accompanying notes form part of these financial statements and should be read in conjunction with the reports contained herein.

Statement of Cash Flows

Northland Society of Arts Inc For the year ended 31 December 2017

	2017	2016
Cash Flows from Operating Activities		
Donations, fundraising and other similar receipts	2,798	8,565
Fees, subscriptions and other receipts from members	5,830	5,641
Receipts from providing goods or services	42,811	52,331
Interest, dividends and other investment receipts	52	473
Cash receipts from other operating activities	5	460
GST	(4,012)	6,651
Payments to suppliers and employees	(47,431)	(53,843)
Total Cash Flows from Operating Activities	53	20,278
Cash Flows from Investing and Financing Activities		
Payments to acquire property, plant and equipment	-	(20,640)
Total Cash Flows from Investing and Financing Activities	-	(20,640)
Net Increase/ (Decrease) in Cash	53	(362)
Cash Balances		
Cash and cash equivalents at beginning of period	74,661	75,023
Cash and cash equivalents at end of period	74,714	74,661
Net change in cash for period	53	(362)

This statement has been audited. Please refer to the auditors report.

Statement of Accounting Policies

Northland Society of Arts Inc For the year ended 31 December 2017

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Goods and Services Tax (GST)

These financial statements have been prepared exclusive of GST (where applicable). Northland Society of Arts Inc is registered for GST and provides a combination of GST taxable and exempt supplies. Accounts payable and accounts receivable are stated inclusive of GST.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Income Tax

Northland Society of Arts Inc is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Debtors and Prepayments

Debtors are stated at estimated realisable value. Amounts not considered recoverable have been written off during the year.

Property Plant & Equipment

Property, Plant & Equipment is stated at cost less accumulated depreciation. Depreciation is charged using rates that reflect their estimated useful lives as follows:

Furniture & Fittings	9% - 24% DV
Plant & Equipment	10% - 100% DV
Permanent Collection	1% DV

Creditors and Accrued Expenses

Creditors and Accrued Expenses are recorded when an invoice has been received. Where goods have been received by the Society or services performed for the Society but no invoice has yet been received, an estimate of the amount to be paid has been accrued.

Donations, Fundraising and Other Similar Revenue

Donations, Fundraising and Other Similar Revenue is recorded on receipt provided there is no "use or return" conditions attached. Where "use or return" conditions are attached the revenue is initially recorded as a liability, with revenue recognised as the conditions are met.

Inventories

Inventories are recorded at the lower of cost, determined on a first in first out basis, and net realisable value.

Interest Income

Interest income is recognised on a cash basis.

Notes to the Performance Report

Northland Society of Arts Inc For the year ended 31 December 2017

	2017	2016
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Gallery Donations	2,844	8,565
Total Donations, fundraising and other similar revenue	2,844	8,565
Fees, subscriptions and other revenue from members		
Membership Subscriptions	5,069	4,905
Total Fees, subscriptions and other revenue from members	5,069	4,905
Revenue from providing goods or services		
Commission Earned	5,649	5,548
Craft Shop Sales	5,177	8,656
Exhibition Income	5,440	3,671
Grants for Capital Expenditure	-	14,000
Grants for Operational Expenditure	10,257	5,080
Studio Income	12,480	11,389
Total Revenue from providing goods or services	39,004	48,344
Interest, dividends and other investment revenue		
Interest Received	52	473
Total Interest, dividends and other investment revenue	52	473
Other revenue		
Other Income	5	400
Total Other revenue	5	400

	2017	2016
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2. Analysis of Expenses

Costs related to providing goods or services		
Advertising	855	979
Bank Charges	171	-
Design Professional Services	931	-
Eftpos Charges	524	676
Electricity	3,584	4,455
Entertainment	158	-
External Printing	1,425	1,045
Freight, Postage & Packing	165	187
Gardens	5,692	6,648
General Expenses	304	262
Housekeeping	598	725
Insurance	5,697	5,380
Newsletter	-	592
Plant Hire - Eftpos	780	823

Printing & Stationery	981	4,921
Purchases - Shop Stock	3,924	4,103
Rates	1,395	2,028
Repairs and Maintenance	2,184	3,728
Security	2,654	3,185
Subscriptions & Fees	200	112
Telephone & Internet	987	1,021
Valuation Fee	-	500
Website	237	1,379
Total Costs related to providing goods or services	33,447	42,749

Other expenses

Accountancy	6,463	7,984
Annual Accountancy	1,700	-
Audit Fees	1,710	1,800
Depreciation	6,605	6,421
Entertainment - Non Deductible	181	-
Interest Sundry	-	-
Loss on Disposal of Assets	-	582
Total Other expenses	16,659	16,787

2017 2016

3. Analysis of Assets**Bank accounts and cash**

ASB Bank - 00 Account	31,030	21,608
ASB Bank - 02 Account	615	11,743
ASB Bank - 50 Account	43,197	43,145
Cash on Hand	728	121
Unpresented Cheques	(856)	(1,956)
Total Bank accounts and cash	74,714	74,661

Debtors and prepayments

Debtors	275	-
Prepayments	4,080	4,420
Total Debtors and prepayments	4,355	4,420

Inventory

Stock on Hand	5,830	6,658
Total Inventory	5,830	6,658

	2017	2016
4. Analysis of Liabilities		
Creditors and accrued expenses		
Creditors	8,147	8,432
Goods & Services Tax	4,292	6,066
Sales on Behalf - Nett of Comm	669	2,549
Total Creditors and accrued expenses	13,107	17,047
Unused donations and grants with conditions		
Operational Grants	5,177	5,080
Total Unused donations and grants with conditions	5,177	5,080
	2017	2016
5. Property, Plant and Equipment		
Buildings		
Buildings at cost	322,476	322,476
Accumulated depreciation - buildings	(114,948)	(114,948)
Total Buildings	207,528	207,528
Furniture and Fittings		
Furniture and fittings	67,452	67,452
Accumulated depreciation - furniture and fittings	(40,716)	(35,774)
Total Furniture and Fittings	26,736	31,678
Plant and Equipment		
Plant and equipment	57,584	57,584
Accumulated depreciation - plant and equipment	(54,686)	(53,870)
Total Plant and Equipment	2,898	3,714
Permanent Collection		
Permanent collection	97,764	97,764
Accumulated depreciation - permanent collection	(13,957)	(13,110)
Total Permanent Collection	83,807	84,654
Total Property, Plant and Equipment	320,969	327,574

	2017	2016
6. Accumulated Funds		
Accumulated Funds		
Opening Balance	390,718	387,567
Accumulated surpluses or (deficits)	(3,132)	3,150
Total Accumulated Funds	387,585	390,718
Total Accumulated Funds	387,585	390,718

7. Commitments

The Society leased the land utilised for Reyburn House. The term of the lease is 25 years, is due for renewal in 2036 and a peppercorn rental applies.

There are no other commitments as at 31 December 2017 (Last year - nil).

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 December 2017 (Last year - nil).

9. Related Parties

There were no transactions involving related parties during the financial year.

10. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

11. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

Audit Report

Northland Society of Arts Inc
For the year ended 31 December 2017



AOF Application Form

"Looking ahead"

The purpose of this form is to look ahead over the next grant year, to see how you plan to use your annual operating grant for the benefit of the community.

Summary information	
Organisation name	Northland Youth Theatre Trust
Contact Person Name, email and phone number of person completing this form	Hayley Clark manager@nyt.org.nz 021488442
New postal address? Please provide if it has changed	
Incorporated Societies/ Charitable Trusts Registers Number	Number: cc40683 Please ensure your register is up to date.

Organisation information		
Resourcing	Number	FTE*
How many paid workers does your organisation employ?	2 Manager & Administrator	1
Contracted tutors	3 tutors	0.0865
How many volunteer workers does your organisation have?	2 Manager & Administrator	.25 (.5 during performances)
Volunteers during performances (average)	4	.5 (per week over the performance period)
Paid Directors during performances	1	.15 (estimate based on 6 hours a week – less during rehearsals and more over performance nights – so it's an approx. average).

* FTE is Full Time Equivalent. This is based on approximately 37.5 – 40 hours per week.

Area of work	
Please select which one of the following relate most closely to your organisation:	
<input checked="" type="checkbox"/>	Arts and Culture – Projects and activities that facilitate education and enjoyment of the arts and of culture for the people of our District.
<input type="checkbox"/>	Heritage and Environment – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.
<input type="checkbox"/>	Recreation and Sport – Projects and activities that enable participation and engagement in recreation and sport for people in our district of all abilities, ages and life stages.
<input type="checkbox"/>	Community Connectedness and Wellbeing – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.

Data on your customers/visitors

Please tell us who your customers/visitors are, using estimated percentages where possible. *This information helps us to build a picture of which communities our funding supports. It is for statistical purposes only and has no bearing on your application.*

How many customers/ visitors did you have 'last year'? (Please state what period your data covers)	January 2018 – January 2019 6809
% Whangarei residents, Northland-wide residents, visitors (national/ international)?	99% Whangarei/Northland Residents
% Age ranges?	Youth 6-18yrs. 58% Adult 19yrs+ 42% However for classes and performances 100% youth aged 6-18yrs
% Ethnicities?	20% Māori 60% Pakeha 20% other/unknown Based on class enrolment forms. We have no data available for our audience ethnicities.
Anything else you'd like to add?	Please see Reflective Achievements attached

The year ahead

Tell us about your organisation and what you plan to do in the year ahead with the below questions.

The Idea – Briefly explain your organisation's *kaupapa* (purpose):

Northland Youth Theatre is a not-for-profit organization, which exists to provide young people in Northland with the opportunity to embrace innovation and creativity through performing arts. We do this through collaboration with young people, emerging artists and professional artists to create captivating performances.

Alignment – Tell us how your organisation's *kaupapa* aligns with Council's Vision and Community Outcomes?

As a growing population, there is an increasing demand in Whangarei and the Far North for access to creative spaces and activities for both audiences and participants. NYT provides this important service to youth in the community through Classes, Productions, Drama competitions and Free Street Theatre.

Our 'Strategic Vision' is to create contemporary performance that is, at its core, collaboration between young people, emerging and professional artists, across a range of community partners and multiple artforms.

The themes and stories we tell emerge from our collaboration with our youth, emerging and professional artists and through the inclusion of our place and culture.

We embrace the notion that the best artistic leadership is inclusive and responsive. We acknowledge and take seriously our responsibilities as artistic leaders in our region. This inspires us and shapes the projects we develop.

We create Site-Specific performance which responds and engages directly with our place and our community.

We are accessible and inclusive for young people to engage in theatre.

We provide opportunities for leadership. NYT is a safe space for young people to develop skills where they can go on to create their own work. We look to young people to lead by offering opportunities (supported by skilled facilitators) for youth to teach, direct, manage and share skills. For example: In our recent free Shakespeare street theatre, 90% of the performance was managed by young people aged 13-17 yrs including; Directing, Acting, Prop Making, Live music and Designing fight choreography.

NORTHLAND YOUTH THEATRE KAUPAPA

OUR VALUES *Our values underpin our work and help us articulate our process.*

Collaboration

- Our projects are created collaboratively by young people, emerging and professional artists.
- Collaboration offers opportunities, experiences and networks that will help develop our young people; personally, creatively and professionally.
- Where possible, our projects are created in partnership with other community organisations, arts organisations and local Whanau Hapu and Iwi that support our values.

Inclusion

- We provide a safe space for risk-taking and creative exploration through inclusive arts practice. This style of participation builds invaluable life skills and empowerment for our youth.

- We aim to provide programs that are accessible for all young people and emerging artists regardless of cultural, social, economic background and ability.
- Our creative processes has an emphasis on teamwork and collaboration, promoting respect and equality.

Excellence

- We strive to create new exciting productions that are innovative, contemporary, exciting, and relevant to our community, artists and participants.
- Our creative outcomes and productions take risks and challenge our participants and audiences while also being meaningful and inclusive.
- Our projects make a valuable contribution to the cultural fabric of Northland.

The Need – What need is there for your organisation? What indicators do you use?

Organisation indicators include:

- Feedback from Audience and Cast
- End of term reflection from students
- Reflective Achievement document
- Ongoing communication with OneOneSix and Massive Company
- Debriefing at the end of every show and evaluating what works and building on that.

Young people need a variety of options available for them to find positive spaces to express themselves, feel included and have their voices heard. NYT offers accessible and inclusive access to performing arts in a number of different ways: classes, street theatre, drama competitions, performance, collaboration with other youth organisations.

We see first-hand the positive difference being engaged with performing arts has on the well-being of young people as they grow in confidence and learn the skills and trust needed to work as an effective team and get positive results.

Our numbers continue to grow and this is reflected in the number of volunteer hours that staff take on to see the needs met within the community.

There are many positive aspects to bringing theatre into the community as it impacts on multiple groups

- The wider community that is exposed to free theatre
- The business who welcome the foot traffic
- The young people who are involved.

Our 'Dare to Devise' initiative has had far reaching results with other regions asking to borrow our model and use within their own community.

No to mention the huge amount of global research that supports the positive benefits that access to arts has on mental health.

NYT has been active for over 30 years engaging youth with access to theatre and performance, and the longevity of our organisation helps support the need for arts access in Northland.

The Impact – What difference will your organisation make to the community over the next year?

We will continue with our regular class schedule, and hopefully introduce more classes to open up more spaces as our waiting list keeps growing.

Twa Sisters (working Title) Original Devised performance which is completely youth lead

Dare to Devise competition in August

NYTe of the Living Dead our popular Halloween tour, and massive NYT fundraiser in October

Nga Manu (working title) Original Devised Bi-Lingual performance the Whangarei Quarry Gardens in December/January

Quality Shakespeare Street Theatre in February

Collaboration – What other organisations, community groups and individuals will you collaborate with to make a difference to the community?

OneoneSix/Company of Giants supports NYT with an accessible venue but also Laurel Devenie provides NYT with incredible professional development and mentorship.

The Whangarei Quarry Gardens has been a generous resource, we have worked with them to create site-specific performances which has mutually benefited both organisations.

Circus Kumarani collaborate with us with dynamic performances and managing events.

CNorth- collaborates with us to offer film classes and sharing resources

Sistema – We are hoping to create a collaborative performance in 2020

Massive Company – We have partnered with Massive company in Auckland to bring their directors lab to Whangarei to be able to offer professional training and mentorship for local Directors.

Script to Screen – We offer free workshop venue and all support possible to bring amazing script and film development workshops to Whangarei.

Local Businesses – Landlords and restaurants in Quality street help us with the execution of Quality Shakespeare and are enthusiastic for this to be an ongoing collaboration.

Your Approach – How will you demonstrate the impact of your work?

Keeping up-to-date Reflective Achievement spreadsheet to track our progress. Class and audience numbers etc

Feedback from audience (where possible)

Feedback from cast

Constant evaluation and reflection on performances.

Asking young people what they want, this is how we shape our classes.

Community feedback. A good example of this was Romeo and Juliet. We had community feedback asking for Shakespeare which to fit into NYT's kaupapa we create a site-specific performance led by young people, which was incredible successful.

Funding

The Annual Operating Fund grant is an exceptional level of support for organisations that provide ongoing, valuable services, programmes and amenities to the community.

Generally, indicative levels of funding remain consistent from year to year, subject to satisfying the performance measures and need/benefit assessment for this Fund.

If exceptional circumstances mean you would like to request a change in funding, please state your request and rationale below.

We appreciate the funding we receive from WDC and are happy with it to remain the same

AOF Report

Attach your AOF report along with your business plan.

STRATEGIC VISION



NORTHLAND YOUTH THEATRE

"Creating drama in Northland since 1984"



REBECCA EVANS PHOTOGRAPHY

Northland Youth Theatre is a not-for-profit organisation, which exists to provide young people in Northland with the opportunity to take risks, embrace innovation and express their creativity through performing arts. We do this through collaboration with young people, emerging artists and professional artists to create captivating performances.

OUR OBJECTIVES

- Through positive collaboration to create innovative and dynamic new performances
- To engage and connect with our community through storytelling which reflects our people and place.
- To support young, emerging and professional performing and technical artists in our region.
- To maintain financially sustainable operations
- To provide a safe environment for youth, staff and tutors

OUR VALUES *Our values underpin our work and help us articulate our process.*

Collaboration

- Our projects are created collaboratively by young people, emerging and professional artists.
- Collaboration offers opportunities, experiences and networks that will help develop our young people; personally, creatively and professionally.
- Where possible, our projects are created in partnership with other community organisations, arts organisations and local Whanau Hapu and Iwi that support our values.

Inclusion

- We provide a safe space for risk-taking and creative exploration through inclusive arts practice. This style of participation builds invaluable life skills and empowerment for our youth.
- We aim to provide programs that are accessible for all young people and emerging artists regardless of cultural, social, economic background and ability.
- Our creative processes has an emphasis on teamwork and collaboration, promoting respect and equality.

Excellence

- We strive to create new exciting productions that are innovative, contemporary, exciting, and relevant to our community, artists and participants.
- Our creative outcomes and productions take risks and challenge our participants and audiences while also being meaningful and inclusive.
- Our projects make a valuable contribution to the cultural fabric of Northland.

KAUPAPA

NYT creates contemporary performance that has, at its core, collaboration between young people, emerging and professional artists, across a range of community partners and multiple artforms.

The themes and stories we tell emerge from our collaboration with our youth, emerging and professional artists and through the inclusion of our place and culture.

We embrace the notion that the best artistic leadership is inclusive and responsive. We acknowledge and take seriously our responsibilities as artistic leaders in our region. This inspires us and shapes the projects we develop.

TE ARA

New themes, new forms We have a responsibility to emerging and professional artists, to the arts community and to young people to continue to create new work through collaborative contemporary processes.



Haukāinga We have a responsibility to our 'place' and our community to make work which is relevant to our cultural identities past and present. This extends to our use of non-traditional performance spaces in order to activate them and engage new audiences in our work.

Whanaungatanga We are committed to Te Tai Tokerau in developing and maintaining networks that play a role in supporting performing arts. We tautoko other cultural organisations committed to developing their capacity to create new work.

NYT Biennial Performance Plan (commencing 2018)

EVEN YEARS

ODD YEARS

SUMMER SHOW	
Devised performance working with Emerging Artists	Cultural theme with a theme of 'Place and Identity'
QUARRY GARDENS COLLABORATION	
Devised original Performance focus on Collaboration	Shakespeare in the Garden focus on Collaboration
WINTER SHOW	
Script to Stage DARE TO DEVISE (48 hour Weekend)	Script to Stage SEASON of SHORTS
FRIGHT NYTE	
NYT In HOUSE UV performance	Haunted Site-Specific Ghost Tour

All Performances are SUBJECT to FUNDING.

GOAL 1: To create innovative and dynamic new performances				
Strategy	KPI	2017	2018	2019
To collaborate with Professional Directors, Emerging Artists and youth to develop an original Devised performance	Creative Developments	Summer Show Fright NYTe	Summer Show Quarry Gardens	Summer Show Quarry Gardens Fright NYTe
GOAL 2: To develop projects which collaborate with the community in terms of place and/or partnership.				
Strategy	KPI	2017	2018	2019
To develop works in alternative locations through collaboration and partnership with the community (not in a traditional performance space)	Alternative site-specific works	Fright NYTe	Quarry Gardens	Fright NYTe
Develop projects that incorporate or interpret local history/story/place	Culturally themed work relating to place	Summer Show		Summer Show
GOAL 3: To increase Skills and Build Capacity for youth				
Strategy	KPI	2017	2018	2019
Projects that give artists skills and experience creating & developing their own new work	Projects Annually	Winter Show Fright NYTe	Summer Show Winter Show	Winter Show
Provide Emerging Artists to gain employment as Directors/ Production team	Number of Emerging Artists Employed		4	

NORTHLAND YOUTH THEATRE

'Creating drama in Northland since 1984'



THE YEAR AHEAD

JUNE/JULY 2019

DEvised PERFORMANCE * 8 EVENINGS AT ONEONESIX * 100% YOUTH LED

THE TWA SISTERS (WORKING TITLE) LIGHT AND SHADOW



INTERACTIVE SET FOR LIGHTING & CAST TRANSFORMATIVE AND ABSTRACT

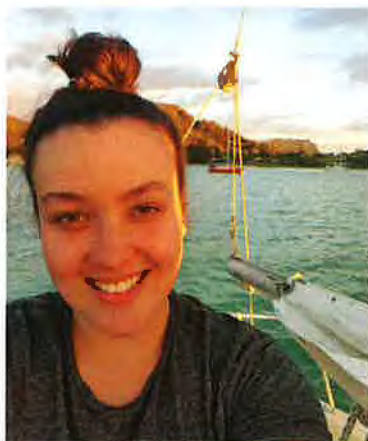


STORY AND DEVISING



TWA SISTERS (working title)

PRODUCTION TEAM

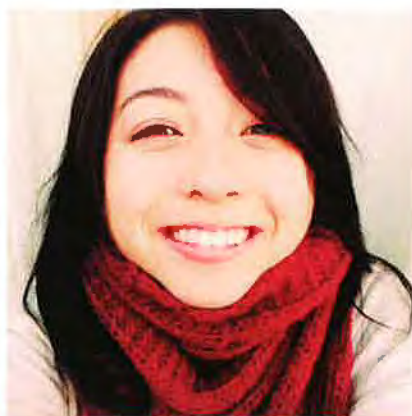


DIRECTOR: Georgia-May Russ

With a background in theatre and devising, Georgia has been a part of the ONEONESIX community for the past few years, helping to create and performing in shows such as Milk & Honey and Jabberwock with Company of Giants as well as being a part of NYT as a young person performing in many NYT production and later as a tutor and co-director for 'The Garden that Time Forgot'. She currently shares her work hours with ONEONESIX as the venue manager and NYT as their new administrator and tutor. Georgia is currently participating in the Directors Lab through Massive Company.

COSTUMER: Chloe King

Chloe King graduated from Toi Whakaari: NZ Drama School in 2018 with a Diploma in Costume Construction and has just recently taken on the role as Artistic Director for the Dargaville Wearable art 2019. Chloe has a number of costume and design accolades to her name including winning 1st place in the 2014 National AgArt wearable art awards Student Section and 1st place in the Bernina Northland Fashion awards in the student wearable art 2015.



SET DESIGNER: Iris Metcalfe

Iris is currently studying at Whangarei Girls High School, and has excelled in arts since a young age. She won the Year 8 Art Award at Whangarei Intermediate School end of year Prize giving, and has continued on a path of creative success. She was youngest participant and exhibitor selected for the Quarry Arts Centre Scholarship 2 years in a row and has received high praise from teachers throughout her schooling. Iris is an arts prodigy, and needs more opportunities to challenge her.

AUGUST 2019
DARE TO DEVISE



AUGUST 23RD + 24TH + 25TH 2019

STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Create a TEAM	Choose a Team Leader & register	Await further instructions	48 hrs to Devise	Perform
<p>TEAMS of students 14yrs – 18yrs</p> <p>MAX. 10 actors on stage.</p> <p>Additional team members are permitted for writing, stage crew, sound/ lighting designer etc ... so long as you keep to the 10 actors rule above.</p>	<p>Your team leader will liaise with competition organisers on behalf of your team.</p> <p>This person may be a student or teacher</p> <p>Register before AUGUST 1st 2019 email: office@nyt.org.nz</p>	<p>At 5pm FRIDAY 15th JUNE Team Leaders will receive a txt message with 2 random elements. These must be included in the final performance.</p> <p>Your 48 hours STARTS NOW!</p>	<p>Character & Story are KEY to your success!</p> <p>Focus on storytelling and creative ways to use whatever is handy. None of the judging criteria will reward excessive spending, so keep it simple and clever.</p> <p>This competition is about having fun, great performances & originality.</p>	<p>You have a maximum of 10 minutes!</p> <p>This includes an introduction, set up, performance & pack out.</p> <p>Your Team must sign-in at Forum North by 12pm Sunday 25th August for a tech run.</p>



IMPORTANT: A teacher or adult may be the 'Team Leader' and supervise groups, however they cannot be involved in the competition itself - Not as Directors, Script writers or in any way that influences the final performance.

If you have any questions please contact Northland Youth Theatre -
E: office@nyt.org.nz P: (09) 4384453



DECEMBER/JANUARY 2019

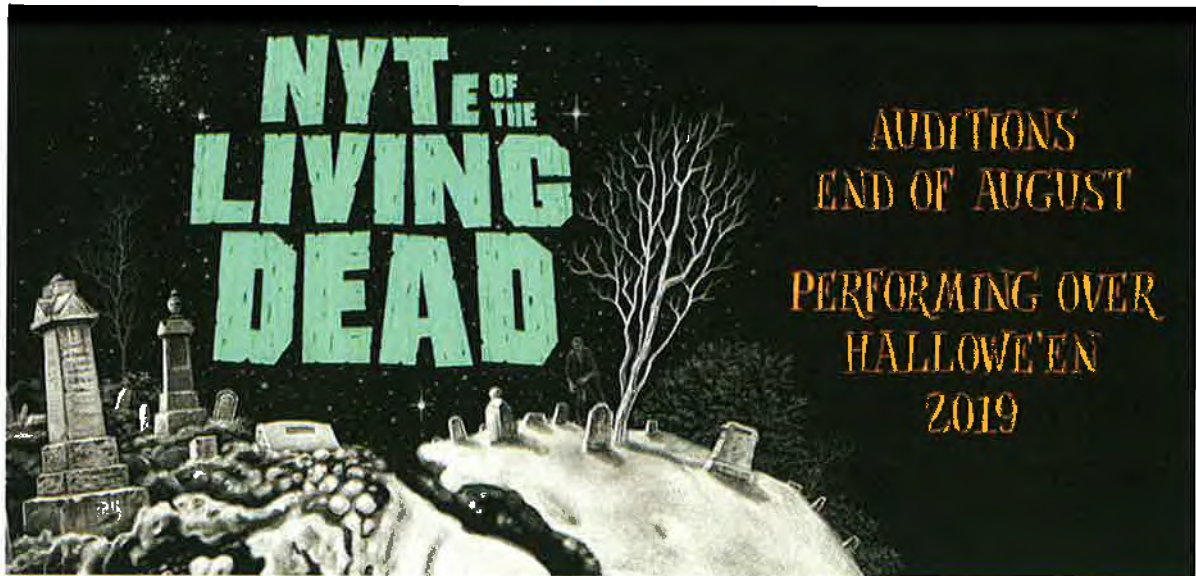
NGA MANU MUSICAL (WORKING TITLE)

WORKSHOP A DEVISED PERFORMANCE WITH ARO MUSIC. * BI-LINGUAL. *
MUSICAL. * INSPIRED BY NATIVE BIRDS. * SITE SPECIFIC PERFORMANCE
IN THE QUARRY GARDENS DECEMBER



AUGUST - OCTOBER 2019

ANNUAL FRIGHT NYTE FUNDRAISER PERFORMANCE/TOUR



PERFORMING

PETER PAN

NYT FUNDRAISING PERFORMANCE

REHEARING AND PERFORMING

FREE SHAKESPEARE STREET THEATRE

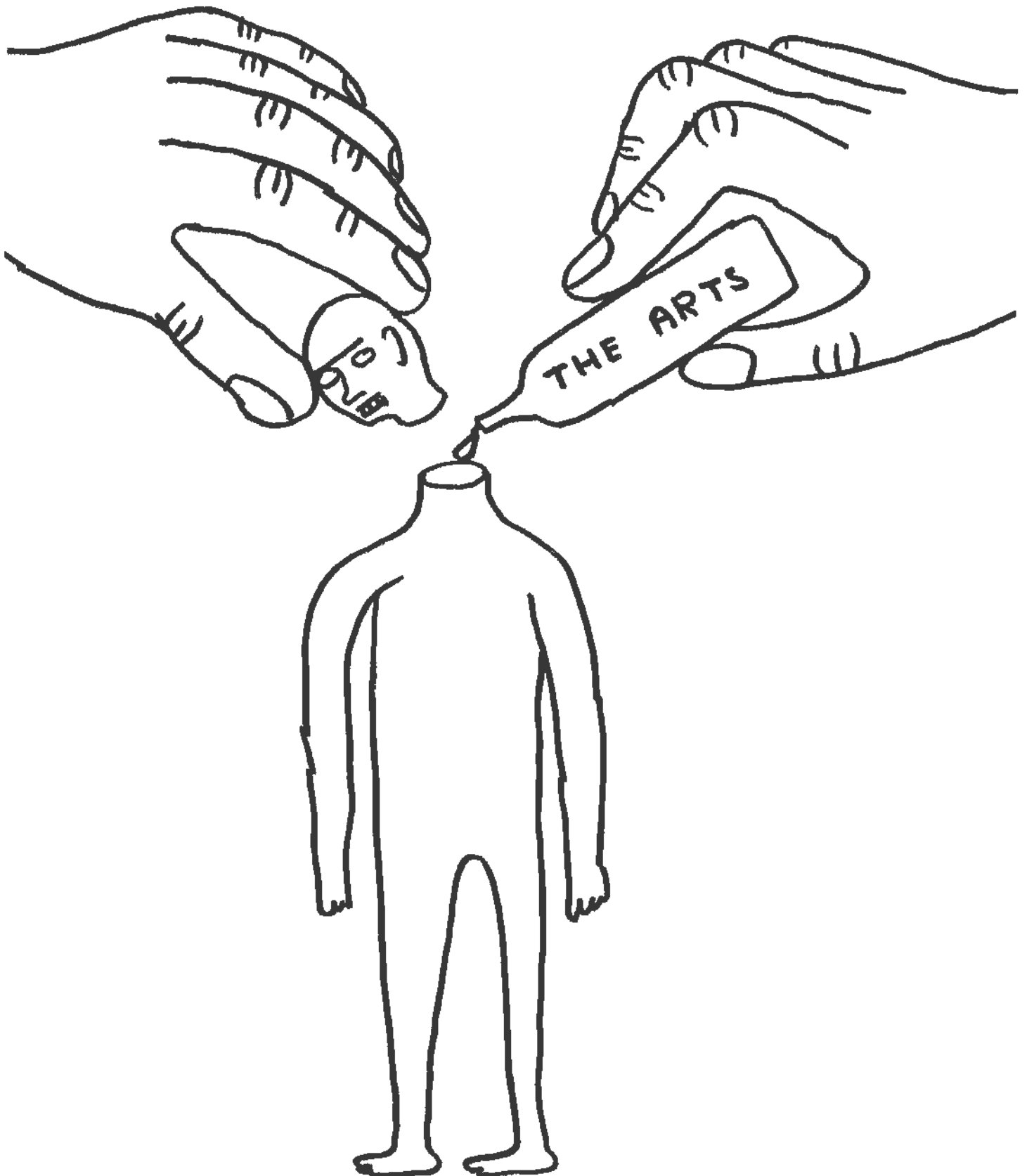
NOVEMBER - FEBRUARY 2020

PREPARATION FOR LARGE SCALE 2020 MUSICAL

DIRECTED BY KELLY JOHNSON

NOVEMBER - FEBRUARY 2020

THE ARTS ARE LIKE GLUE



AOF Impact Report Form

"Looking back"

The purpose of this form is to look back over the last grant year, to see what impact your annual operating grant has had on the community.

Organisation name	Northland Youth Theatre Trust
Contact name	Hayley Clark
Position in group	Manager
Email	manager@nyt.org.nz
Daytime phone number(s)	021488442

Performance measures

In July 2018, we provided you with a set of performance measures (attached again for your reference). Please refer to these when answering the below questions on your impact over the last year.

(If you were given specific, additional measures, please report against those as well).

For the reporting period, tell us how your organisation went with the following questions.

Did your organisation meet the expectations of your board, the people who use your services, and the wider community? Why/why not?

Northland Youth Theatre met and in some areas exceeded the expectations of our Board.

Our 'Strategic Vision' is to create contemporary performance that is, at its core, collaboration between young people, emerging and professional artists, across a range of community partners and multiple artforms and as a growing population, there is an increasing demand in Whangarei and the Far North for access to creative spaces and activities for both audiences and participants.

NYT has provided this important service to youth in the community through Classes, Productions, Drama competitions and Free Street Theatre.

Over the last 14 months we have really focused on Promoting Youth as Leaders, which has been achieved by supporting young people to step up and direct their own performances (Quality Shakespeare Production of Romeo and Juliet), create original theatre without adult involvement (Dare to Devise). While still maintaining regular classes and devised theatre.

We have also achieved a number of \$0 fee/participation performances over the last 14 months - Dare to Devise and Quality Shakespeare Production of Romeo and Juliet free community street theatre.

The themes and stories we tell emerge from our collaboration with our youth, emerging and professional artists and through the inclusion of our place and culture.

We are accessible and inclusive for young people to engage in theatre.

NYT has supported and collaborated with other community organisations – building on existing partnerships and creating new ones. i.e.: Kumarani Community Circus for performances and event, cNorth (film and video production), Whangarei Quarry Gardens and Whangarei CBD/Quality Street business as venues who are all keen for ongoing collaboration. We are part of a network of organisations in Northland who work with youth in performing arts including Northland Drama teachers, Dramanz, Oneonesix/Company of Giants, Maoriland Film festival and Script to Screen. We have recently partnered with Massive Company in Auckland to bring their prestigious Directors Lab to NYT to support emerging talent in Northland

What difference did your organisation make?

We see the need in our community to provide safe spaces for young people to express themselves, build trust, form bonds, create and participate. Theatre helps young people gain confidence, explore emotions, articulate ideas and reinforce the importance of teamwork and supporting each other. This is supported by the New Economics Foundation's (NEF) Foresight Project on Mental Capital and Wellbeing research report (<https://www.mentalhealth.org.nz/home/ways-to-wellbeing/>) which has found that building five actions into day to day lives is important for the wellbeing of individuals, families, communities and organisations. The five actions are: Connect, Give, Take Notice, Keep Learning, Be Active. Northland Youth Theatre incorporates all of these 5 steps when developing devised performance. Theatre is about creating an environment in which people feel included and that they belong.

We aim to provide programs that are accessible for all young people and emerging artists regardless of cultural, social, economic background and ability.

The cost to participate ranges from \$0 - \$80 for productions. \$135 per term for after school classes. We offer scholarships to anyone who feels that cost is an obstacle.

The result of providing accessible participation for young people in all aspects of performances, means increased inclusion and a sense of belonging. Theatre offers young people opportunities to feel connected to others, to be heard through storytelling and see their community in a positive way through site-specific performance. We make a difference for the group of young people in Northland who need theatre as a way to; express themselves creatively, feel heard, included, to socialise outside of devices and to find a supportive tribe to belong to. We help them to develop the tools they need to; work as a team, find opportunities for leadership, develop confidence in public speaking/performance and to hold the attention of an audience.

Our projects are created collaboratively by young people, emerging and professional artists because collaboration offers opportunities, experiences and networks that help develop our young people; personally, creatively and professionally.

We work as a team to develop our ideas and invite professionals to join us in the conversation. This process requires more time than scripted work but ultimately is a better way to respond to and engage with young people. This style of participation builds invaluable life skills and empowerment for our youth. Our creative processes has an emphasis on teamwork and collaboration, promoting respect and equality.

We strive to create new exciting productions that are innovative, contemporary, exciting, and relevant to our community, artists and participants.

Our creative outcomes and productions take risks and challenge our participants and audiences while also being meaningful and inclusive.

We bring our performances into the community, which allows the audience to be immersed in the performance, to see a common or forgotten public space in a new way and bring drama into the community. By activating non-traditional performance spaces we introduce new audiences to our work.

What worked well?

YOUTH LED PERFORMANCES

DARE TO DEVISE: This was the start of an amazing 48 hour Drama Competition that has since be adopted by other regions in New Zealand. We wanted teams of young people to create quality theatre in only 48 hours and perform in a professional setting, and that's what we got.

Open to high school students from year 10-13 and free to enter!

We had four teams put on four amazing performances, and we're all incredibly excited and inspired by the weekend. We got fantastic feedback and this will now be an annual event. We (NYT) were so impressed by all the teams, they were organised, professional and each performance was incredible. We couldn't have imagined a better scenario. The success of this year's Dare to Devise will no doubt attract more teams and more competition, cementing it into the dramatic cultural calendar of Northland.

HIGHLIGHTS

Enthusiasm We wanted this to be a fun opportunity for teens to express themselves without any costs, too many rules, and without censoring their creativity. The idea of containing the competition into 48 hours was to take out the commitment of ongoing rehearsals and allow raw ideas and teamwork to flourish in a pressure cooker environment.

The enthusiasm of the teams and the way the weekend brought them all closer together was reflected in their attitude and feedback. Having the opportunity to perform in Whangarei's best performance venue with professional lighting technicians, MC and judges elevated the experience for the teams.

Feedback Partipant feed back was amazing, everyone really enjoyed the experience and are keen to do it again.

Engagement At the moment our core group of NYT members averages around 12-13 years old, so we were really happy to connect with 16-17 year olds. We also had a team from Kerikeri compete.

Organisation This event was a really good balance of NYT time/staff resources and the finished performances.

Potential We feel confident that this Drama competition will grow even bigger next year, and we have already had other regions approach us to run the competition in their area so we now have a 'sister' Dare to Devise in Tauranga which is amazing.

QUALITY SHAKESPEARE FREE STREET THEATRE

As part of our community survey on the types of theatre the community would like to see, Shakespeare was one of the top suggestions.

We looked at how we could interrupt a Shakespearean performance, while still focusing on the on the key values of Northland Youth Theatres 'Strategic Vision'

I felt we could successfully achieve this by supporting a group of young emerging directors to create a contemporary performance in a unique space.

This was the beginning of our 'Quality Shakespeare Production' of Romeo and Juliet and a meeting with 4 talented Whangarei Girls High School students, you had recently returned from success at the Shakespeare Competitions in Wellington.

Quality Street spoke to us as the perfect location, due to its 'place out of time' architecture for Romeo & Juliet.

The 4 WGHS students discussed the best ways to interrupt the space and story, deciding to create scenes for each different space, starting on the stage in Cameron Street Mall and then moving through Quality street.

This 'pop-up performance' would be a unique experience for the community and an excellent opportunity for NYT to support our emerging talent.

HIGHLIGHTS

We achieved a YOUTH LED (13-17years), FREE Shakespearean Street Theatre for the community of Whangarei.

Youth took on the roles of Directors, Prop makers, Fight Choreographers, Performers.

The Directors and many cast members had been part of Shakespeare workshops in Wellington, this was a wonderful opportunity for them to pass on their new skills and become the teachers.

AUDIENCE ENGAGEMENT: FREE Shakespeare Street Theatre, brought straight into the community.

No barriers, no cost, no one turned away and appreciated by all ages. 490 people over 4 nights experienced Shakespeare in Quality Street.

SITE-SPECIFIC: Activating a non-traditional theatre space. Turning Quality Street into the streets of Verona.

Collaboration with youth and collaboration with local business owners, working together to bring drama to the streets.

Revitalising the streets of Whangarei - The CBD is looking pretty depressed at the moment and we loved injecting new life into it. Feedback from the cast included "I can't walk down Quality Street and not think of Romeo and Juliet" and feedback from the landlords and restaurants was hugely positive and they are keen for the next NYT performance.

*Important Note: We had 4 directors lined up but unfortunately one, Lily Pullen, had to withdraw due to her moving to Canada. The other 3 Directors took on her share of the workload and therefore her share of the directors fee.

IMPACT: The streets were full of people who came to watch, and stayed afterwards for dinner in the local restaurants. Amici sold out every night for spectators during the show and more after. We have fantastic feedback from local business who really embraced the concept, supported the cast with dressing rooms and use of their facilities. This free public performance was a fantastic treat for the local community, who stumbled upon the rehearsals and came back for the show. Many overheard comments included "we've never really looked at the street this way before" and audible gasps during the fight scenes, and tears during the death scene. The whole project was youth driven, from the 17year old directors, cast (13-17years) and our master prop maker from WBHS. The cast where from many different schools and many had never performed in public before. They formed a strong team and encouraged and supported each other. Performing on stage for the first time can be scary, performing in the street, and moving amongst the audience while projecting lines to 100+ people without microphones etc - takes skill and bravery. It's easy to imagine theatre attracts extraverts, but in reality the opposite is true. We had wonderful feedback from parents who were amazed at the new levels of confidence seen by their introverted teens. We are looking forward to planning the next Quality Street Performance.

What didn't work so well?

We are still working on new ways to generate income/fundraising and sponsorship. Our goal is still to build up funds in order to update computers, building maintenance and to increase staff hours. We rely heavily on the number of pro bono hours from Tutors, Admin and Manager to deliver quality performances and events.

To help address this, our new administrator has taken on the role of Fundraising co-ordinator with the board supporting her this new role.

Resourcing – In your last application, you provided indicative numbers of volunteer and paid staff, and their expected total hours for the year. Were the actual numbers the same as expected/indicated? If not, please provide some comment.

Tutor Hours have gone up, due to an increased interest in classes, we have had to add extra classes.

Who and how many people were involved with or received services from your organisation? How did they benefit?		
See Reflective Achievements attached		
Who did you work with to deliver your project, programme or service?		
Kumarani Community Circus cNorth Oneonesix/Company of Giants Maoriland Films Quality Street Business's Whangarei Quarry Gardens Massive Company Auckland Script to Screen		
Which of the following areas would you like to strengthen? (please tick or highlight)		
<input type="checkbox"/> Leadership	<input type="checkbox"/> Marketing/publicity	<input type="checkbox"/> Facilities
<input checked="" type="checkbox"/> Fundraising	<input type="checkbox"/> Financial management	<input type="checkbox"/> Planning and organisation
<input type="checkbox"/> Equipment and resources	<input type="checkbox"/> Volunteers/time	<input type="checkbox"/> General skills/expertise
<input checked="" type="checkbox"/> Other: Bi-Lingual performance.		
Is there anything else you'd like to tell us?		
This year our area of focus will be investigating at our fundraising potential. Which is a 2 year plan, being realistic as NYT operates with only 2 part-time staff.		

Attach:

- Your business plan for the year(s) ahead.

Submit:

Your completed report with your application for next year to funding@wdc.govt.nz.

You can also post it to:

Community Funding
 Whangarei District Council
 Private Bag 9023
 Whangarei 0148

Or drop it in to one of our customer service centres.

*Thank you for contributing to your community and
 helping Whangarei to be a vibrant, attractive and thriving district.*

NORTHLAND YOUTH THEATRE

'Creating drama in Northland since 1984'



A YEAR IN REVIEW

DECEMBER/JANUARY 2017/2018

PUPPETS WITH GUTS

A RESEARCH AND DEVELOPMENT OPPORTUNITY



Dates: December 22, 23, January 8, 9, 10

Participants: 15 local Artists
Ivan Thorley - Puppets with Guts

Description: UK based puppet creator Ivan Thorley approached NYT to collaborate on a puppet research and development project. NYT invited a team of local artists to help develop a design and concept for a giant Taniwha. Through this process we developed the idea of a Parāoa as a physical manifestation of a Taniwha.

This concept resonated with the group, due to its significant to our place 'Te Rerenga Parāoa' and especially the story of the Kauri and the Whale which could be a beautiful concept for a performance.

The relationship between the Whale and the Kauri – which has both a traditional narrative and a contemporary link to conservation – of both the Whale and the Kauri, which is so poignant for both in Northland.

The result was a fantastic concept for a giant Parāoa Puppet.

HIGHLIGHTS: Working with a group of fantastic artists on a large-scale concept that has the potential to be a great vehicle for Northland Storytelling.

Seeing all the potential Northland centric storytelling opportunities and being excited about them. We had a lot of creative people in one space who generated some fantastic ideas, and NYT has made some fantastic connections for future performances.

CONCERNS: One of the major issues for NYT's continuation with this project is the cost and funding involved in bringing it to fruition. The opportunity to develop this ambitious high quality outdoor arts spectacle, requires an estimated build cost of around \$120,000 - the equivalent of 20 NYT performances.

I'd like to think we could still achieve the storytelling element but in a more financially realistic way.



MARCH 2018

THE GARDEN THAT TIME FORGOT

A DEVISED PERFORMANCE IN COLLABORATION WITH THE WHANGAREI QUARRY GARDENS AND CIRCUS KUMARANI



Auditions: January 27th
16 students auditioned and all were included, which jumped to 21 with the Kumarani Kids who joined in.

Rehearsals: FEBRUARY-MARCH
We decided to experiment with a shorter and intense rehearsal schedule Thursdays & Fridays 4-8pm and Saturday 10-3pm. This really helped build strong group dynamic and teamwork. It also helped with the general enthusiasm because it didn't feel drawn out and there was no time to get bored or lose focus, just amazing creative momentum.

Performances: March 21st (Gala night for Volunteers and Family)
March 22nd Opening Night
March 23rd Cancelled due to rain
March 24th Cancelled ½ way through
March 25th Season cancelled – will return December 6th

Total Audience: 233

Volunteers: 42 volunteers over the performances, rehearsals and creating props and costumes totalling 567 hours of volunteer time.

Description: The Garden that Time Forgot was a site-specific devised performance set in the Whangarei Quarry Gardens. The goal was to create a quality performance through collaboration with the Gardens and Circus Kumarani on a limited budget and devised by a cast of talented young people, a good mixture of regular and new to NYT members under the guidance of NYT Drama Tutors Georgia May Pope and Sarah Parker.

We were extremely lucky to have Toi Whakaari graduate Hayley Douglas creating amazing costumes that really elevated the aesthetics of the performance and married perfectly with the garden environment.

Our directors, costume designer and Kumarani Circus crew committed a lot of volunteer hours, to work with our enthusiastic cast of young people, in order to create a performance that invited our audience to step through the looking glass and into a magical garden inhabited by creatures from a child's imagination.

HIGHLIGHTS

Support

The number of volunteers that helped shape the show. I.e. Bronie vocal coaching, the gardens volunteers managing the carpark, friends and family making costumes til midnight, a great-grandmother who painted all of our props over 2 days, including the magnificent Tea-Cups, ex-students painting the scroll art, Artist Evan Heasman designing our poster and all the people who helped during rehearsals and performances.

Costumes

We had amazing feedback regarding the costumes, and they really helped to bring life to the characters and provide a visual feast for the audience.

Collaboration

NYT was able to expand and build on our collaborative partnerships and we loved working with the gardens and Kumarani. We are looking forward to working on future projects together as well as re running this performance in December.

Teamwork

All of the kids working as a team, supporting each other, and even though the weather was crap and they were saturated and couldn't be heard over the torrential rain, they would have kept going because they were so committed. Welcoming the Circus performers and making sure they felt included.

Really supportive parents, who committed to dropping off and picking up their children 3 times a week for rehearsals.

SOLD OUT SHOW

we sold out (every performance) before opening night. This is pretty uncommon. We had 100 people on a waiting list, desperate for any available space. Even though the RAIN meant we had to cancel, and therefore lost money on this show, I'm confident we will recover our losses when we re-run the performance in December. The feedback from those who missed out was really supportive.

Promotion/Publicity

Having Chris our amazing administrator and professional photographer as well and Kerry from the Quarry Gardens who is also a photographer for the leader, meant that we had beautiful photographs and fantastic press.

LOWLIGHTS

The WEATHER

We just had the worst weather possible, and only managed our dress/tech, gala and 2 ½ performances. The weather was not on our side, we hoped that it would be a beautiful summer season but it was just cyclones and storms. We had to cancel the run for really genuine health and safety concerns and we will try again in the 1st week of December.

Packing in and Packing out

We had a lot of equipment to move in and out every night, it was pretty exhausting, but unavoidable- wouldn't really be an issue if the weather had been better.









stuff National World Business Opinion Sport Entertainment Life & Style Travel

NORTHLAND

An enchanting story of magical creatures and a forgotten garden

AMY JETTE LAMBLY
Last updated: 13:55, March 27, 2016



Miles Cullen in his leading role as 'the fox' in *The Garden that Time Forgot*.

Northland Youth Theatre's latest show proved popular with audiences.

The Garden that Time Forgot was an original NYT performance, and performed for first time in collaboration with Olus Kumarani.

Sit in the Whangarei Quarry Gardens, NYT manager Hayley Clark said it "was a site-specific devised show".

"We started with the gardens as the inspiration and the cast, created and developed the story and characters that inhabited the space."

Directed by Georgia May Pope (a former NYT student) and Sarah Parker performers ranged in age from six years to 17 years.

The Garden that Time Forgot invited the audience to follow the cast as they journeyed through the Quarry Gardens, into a world of magical creatures and aerial acrobatics and plate juggling.

Originally scheduled for five days after only two shows it was cancelled due to bad weather.

"It was a shame. We had sold out before opening night and had 160 people on a waiting list," Clark says.

She says they plan to reschedule later in the year when the weather is a more predictable.

"So all the effort and hard work by the cast, crew and volunteers will have another chance to shine."

"It was an exciting opportunity to work alongside other community-based youth organisations, and we hope to build on this relationship in the future and include other groups like Slaters and Whangarei Youth Music," Clark says.

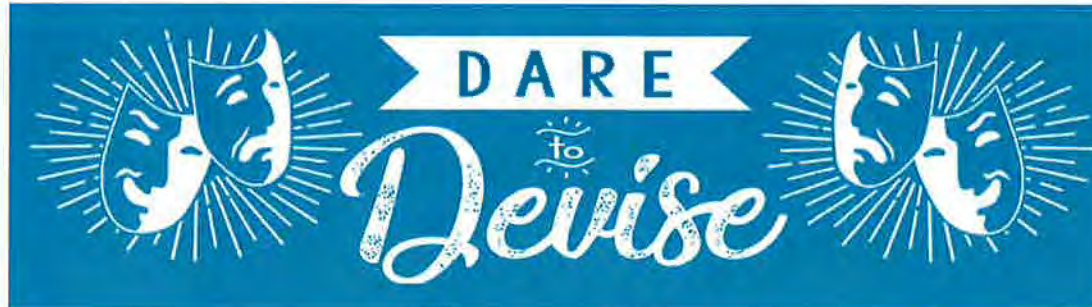
• Stuff



MAY/JUNE 2018

DARE TO DEVISE

A 48 HOUR DRAMA COMPETITION



Registration: May 18th
5 Teams registered (4 Teams completed the challenge)

Dates: 5pm June 15th – 5pm June 17th
Total Number PARTICIPANTS: 54
Total number AUDIENCE: 59
Total number of VOLUNTEERS: 13 (107 hours)

Description: We started a new Drama competition which is open to high school students from year 10-13 and free to enter!
Teams register, and then, at 5pm on June 15th receive a txt message with 2 random elements which need to be included in their performance and then 48 hours to devise an original 10 minute performance in front of an audience and panel of amazing judges.
The four teams put on four amazing performances, and we're all incredibly excited and inspired by the weekend. We got fantastic feedback and are keen to make this an annual event. We (NYT) were so impressed by all the teams, they were organised, professional and each performance was incredible. We couldn't have imagined a better scenario. The success of this year's Dare to Devise will no doubt attract more teams and more competition, cementing it into the dramatic cultural calendar of Northland.

HIGHLIGHTS

Enthusiasm

We wanted this to be a fun opportunity for teens to express themselves without any costs, too many rules, and without censoring their creativity. The idea of containing the competition into 48 hours was to take out the commitment of ongoing rehearsals and allow raw ideas and teamwork to flourish in a pressure cooker environment.

The enthusiasm of the teams and the way the weekend brought them all closer together was reflected in their attitude and behaviour. Having the opportunity to perform in Whangarei's best performance venue with professional lighting technicians, MC and judges elevated the experience for the teams.

Feedback

Participant feedback was amazing, everyone really enjoyed the experience and are keen to do it again.

Engagement

At the moment our core group of NYT members averages around 12-13 years old, so we were really happy to connect with 16-17 year olds. We also had a team from Kerikeri compete.

Organisation

This event was a really good balance of NYT time/staff resources and the finished performances.

Potential

We feel confident that this Drama competition will grow even bigger next year.

We passed on the Dare to Devise model to Hastings Girls High School and they ran their own Dare to Devise in September 2018. We would love to see this as a National Competition.

AREAS TO IMPROVE:

Audience numbers

We will put more emphasis on promotion this year to attract a general audience to the event. 2018 was a really good trial of a new idea, and we can see what areas need addressing, what worked well and what needs changing.

NEXT STEP : Dare to Devise 2019

We have successfully achieved funding for 2019 Dare to Devise and the dates are set for August. We have posters and enrolment forms on our website already.









AUGUST-OCTOBER 2018

NYTeMARE ON BANK STREET

ANNUAL HALLOWEEN PERFORMANCE



Auditions: August 6th 2018. Open auditions with 22 attending

Dates: REHEARSALS: August 12-September 24
PERFORMANCE: October 23, 24, 25, 26, 27
PARTICIPANTS: 20 with a mixture of NYT regulars and new to NYT.
AUDIENCE: 227
VOLUNTEERS: Naomi and I volunteered our time for the rehearsals /performance and we had 9 wonderful volunteers helping out with ticket sales.

Description: NYT's annual Halloween tour, it is a really popular event and it attracts more young people to NYT. It is also a good fundraiser.
Each year we find a next and exciting venue. We have haunted lots of places in Whangarei and this year was the first year we used NYT. We create a scary environment for small groups to interact with. Naomi Bromberg and I volunteered our time to run rehearsals and space the narrative with the cast. It's always a fun project to work on and it really helps build on the positive connections within the cast.

HIGHLIGHTS **Enthusiasm:** The Cast were awesome and it was a large cast to have rehearsing in NYT so their focus and dedication was appreciated.
Collaboration: It's worth noting that we worked closely with Butter Factory below us with scheduling tours, making sure we were finished before their bands started etc, and they in return, helped us by working in sound checks between tours. I was really appreciative of Zac and Jess at Butter Factory for being so accommodating.
Engagement
We increased the number of performance nights and the cast totally coped with the extra late nights.
Potential
There is potential to increase revenue by using a larger venue, so we will look at this for 2019. The bonus of using NYT was it showed people where we were located and we didn't have to pack in and pack out, making a longer run more attractive.

NEXT STEP : NYTe OF THE LIVING DEAD 2019
Ideally I would love to hold this at the old railway station, but this is still to be investigated, but the theme is zombie apocalypse, and we already have students keen to be involved.





DECEMBER 2018

RETURN TO THE GARDEN THAT TIME FORGOT

A REPEAT PERFORMANCE OF THE MARCH SHOW AT THE QUARRY GARDENS WITH CIRCUS KUMARANI



Rehearsals: 29 November – 2 December 2018

Dates: PERFORMANCE: December 6, 7, 8, 9 (2 shows per day, except the 9th)
CAST: 21 (NYT and Kumarani)
AUDIENCE: 266 + 14 under 5's
VOLUNTEERS 18

Description: Having our March performance rained out, we planned to re-show it in December. The performance was a devised site-specific performance in the Quarry Gardens with circus Kumarani. Directed by Sarah-Marie Parker and Georgia-May Russ and costumes by Hayley Douglas.
We made a few minor changes due to some cast members leaving Whangarei, and it was a good opportunity to tweak some of the story.

HIGHLIGHTS We only had to do a really short refresher for the cast in terms of rehearsals and they had a lot more confidence with their characters and performance.
Having the performance in December meant we had more daylight and could fit 2 performances in, per night, which was less stress with packing in and out.
It's financially viable to repeat performances... all the costs are in the first run.
One again strengthened our relationship with the Gardens and Kumarani.

To Note: Initially the cast wasn't super enthusiastic about returning to a project they'd moved on from, but once they started, they had a blast.
A lot of the cast had outgrown costumes, so there was more involved in re-costuming than we planned for, but apart from that it all went really smoothly.

NEXT STEP : Another devised musical in the gardens for 2019 in collaboration with Aro Music.
Looking at a December performances and then a re-showing in the April School Holidays 2020 (less time in between for cast to feel detached and hopefully they'll still fit their costumes).





DECEMBER 2018 - FEBRUARY 2019

ROMEO AND JULIET

A QUALITY SHAKESPEARE PRODUCTION

ROMEO & JULIET

Directed by Georgia Harrold, Ayesha Simperingham, Reagan Feilding and Jan Fisher



Auditions: 6 + 7 December 2018
Rehearsals: 7 January – 28 January 2019

Performance: 1, 2, 3, 4 February

CAST: 11 including musician
AUDIENCE: 490
VOLUNTEERS: 6
DIRECTORS: Regan Feilding, Georgia Harrold and Ayesha Simperingham.
Jan Fisher Dramaturg
Hayley Douglas Costumer
Xeno Clark Prop maker
Lexi Laybourne Fight Choreographer

Concept: As part of our community survey on the types of theatre the community would like to see, Shakespeare was one of the top suggestions. We looked at how we could interrupt a Shakespearean performance, while still focusing on the on the key values of Northland Youth Theatres 'Strategic Vision' I felt we could successfully achieve this by supporting a group of young emerging directors to create a contemporary performance in a unique space. This was the beginning of our 'Quality Shakespeare Production' of Romeo and Juliet and a meeting with 4 talented Whangarei Girls High School students, you had recently returned from success at the Shakespeare Competitions in Wellington. Quality Street spoke to us as the perfect location, due to its 'place out of time' architecture for Romeo & Juliet. The 4 WGHS students discussed the best ways to interrupt the space and story, deciding to create scenes for each different space, starting on the stage in Cameron Street Mall and then moving through Quality street.

Highlights:

This 'pop-up performance' would be a unique experience for the community and an excellent opportunity for NYT to support our emerging talent.

We achieved a YOUTH LED (13-17years), FREE Shakespearean Street Theatre for the community of Whangarei.

Youth took on the roles of Directors, Prop makers, Fight Choreographers, Performers.

The Directors and many cast members had been part of Shakespeare workshops in Wellington, this was a wonderful opportunity for them to pass on their new skills and become the teachers.

AUDIENCE ENGAGEMENT: FREE Shakespeare Street Theatre, brought straight into the community.

No barriers, no cost, no one turned away and appreciated by all ages.

SITE-SPECIFIC: Activating a non-traditional theatre space. Turning Quality Street into the streets of Verona.

Collaboration with youth and collaboration with local business owners, working together to bring drama to the streets.

Revitalising the streets of Whangarei - The CBD is looking pretty depressed at the moment and we loved injecting new life into it. Feedback from the cast included "I can't walk down Quality Street and not think of Romeo and Juliet" and feedback from the landlords and restaurants was hugely positive and they are keen for the next NYT performance.

***Important Note:** We had 4 directors lined up but unfortunately one, Lily Pullen, had to withdraw due to her moving to Canada. The other 3 Directors took on her share of the workload and therefore her share of the directors fee.

An Audience of 490 attended our Free Street Theatre in Quality Street over 4 performance nights.

The streets were full of people who came to watch, and stayed afterwards for dinner in the local restaurants.

Amici sold out every night for spectators during the show and more after. We have fantastic feedback from local business who really embraced the concept, supported the cast with dressing rooms and use of their facilities.

This free public performance was a fantastic treat for the local community, who stumbled upon the rehearsals and came back for the show. Many overheard comments included "we've never really looked at the street this way before" and audible gasps during the fight scenes, and tears during the death scene. The whole project was youth driven, from the 17year old directors, cast (13-17years) and our master prop maker from WBHS. The cast where from many different schools and many had never performed in public before. They formed a strong team and encouraged and supported each other. Performing on stage for the first time can be scary, performing in the street, and moving amongst the audience while projecting lines to 100+ people without microphones etc - takes skill and bravery. It's easy to imagine theatre attracts extraversts, but in reality the opposite is true. We had wonderful feedback from parents who were amazed at the new levels of confidence seen by their introverted teens. We are looking forward to planning the next Quality Street Performance.

ROMEO & JULIET

Directed by Georgia Harrold, Ayesha Netheringham, Reagan Telling and Jan Esher



FREE SHAKESPEAREAN STREET THEATRE

FROM CAMERON TO QUALITY STREET

FEBRUARY 1ST, 2ND, 3RD, 4TH @ 6PM

Northland Youth Theatre is bringing Romeo and Juliet to Quality Street, performing 3 key scenes, in 3 locations. Starting in Cameron Street Mall (under the canopy) at 6pm and continuing along Quality Street (between Turmeric, The Fat Coned and Amici).



CAST: ON PLAYING MULTIPLE ROLES

We had mixed feedback on this - some loved it and some didn't.

We hoped that by allowing actors the chance to play multiple roles, that there would be an even distribution of lines to learn and equal amounts of stage time.

This is one of the areas we'll adjust next time based on the cast feedback.

I really liked it because it was nice being able to change your character and emotions.

Sister satisfying

I enjoyed two characters cause they were both powerful and cocky and both of them were fun to play.

Don't think I could of played more than 3 though







All the world is a stage for youth theatre

Flashmob-style Shakespeare hits streets



Lindsey Laird

'All the world's a stage, and all the men and women merely players' – the famous line from *Romeo and Juliet* is being taken literally by a group of young people, bringing Shakespeare to the Whangarei CBD over the next few days.

The talented troupe has been working on a series of scenes from *Romeo and Juliet* to be performed flashmob-style in Cameron St and Quality Street tomorrow, Saturday, Sunday, and Monday.

During the performance the audience will be invited to follow the cast as the story unfolds, starting in Cameron St and moving through Quality St.

"Quality St is the perfect setting for *Shakespeare*, as it feels like you've stepped out of Whangarei and into another time and place," Northland Youth Theatre manager Hayley Clark said.

"The directors and cast just blow me away with their dedication and passion and are already discussing future Shakespearean performances."

"We hope to make this a regular Summer Street Theatre, led by Northland youth."

The performances have been shaped by three young theatre enthusiasts who won an award for innovation at the 2018 Shakesh Wini National Shakespeare Festival in Wellington in 2018.

They are Reagan Fielding, Georgia Harrold, and Aysha Stimpertingham, who will direct a cast of students from Whangarei Boys' and Girls' high schools, Te Kapehi Whetu and Tamarua Area School in the street theatre.

Following the Shakesh Wini competition, Reagan Fielding was selected to head to London to perform at Shakespeare's Globe in July.

"It's great to see the whole cast experiencing their own enjoyment in Shakespeare, putting out the meaning of the text and learning the



Quality St will become the stage for a Shakespearean performance by Northland Youth Theatre members.

Photo: Hayley Clark

This makes us see the street and the play in a totally new way

Jan Fisher

craft of speaking it," theatre adviser (directorship) Jan Fisher said.

"Performing in the street creates its own energy. It's a space we're all familiar with but this makes us see the street and the play in a totally new way as the audience becomes part of the performance."

Clark said Quality St businesses Fat Camel, Turmeric and Amici had helped make the event possible.

Northland Youth Theatre shared a photo. Published by Hayley Clark on 2 February

A busy day today! Face painting in Neverland, performing at Artbeat and then 2nd night of *Romeo and Juliet* in Quality Street.



Sue Baylis We attended the fabulous performance of *Romeo and Juliet* on the streets of Whangarei last night. The venues in Quality Street were a great setting and moving from place to place for each scene contributed to a sense of involvement for me as an audience member. Be sure to see the performance tonight at 6pm. Take some cash for koha.



Like Reply Message 6w

- Phoebe Curtis Awesome show well done to cast and crew
- Like Reply Message 6w
- Lisa Williamson Fantastic night, congratulations to all involved
- Like Reply Message 6w
- Deb Prince A very well deserved response to everyone's hard work!
- Like Reply Message 6w

Write a comment...



ONE SHEK
Page Likes 24 January

Make sure you go check out the Northland Youth Theatre show in Quality Street tonight - 6pm - 7pm! Support local art!

21

Like Comment Share

Most relevant

Hi everyone! So happy to see the Northland Youth Theatre - ART Hayley Clark for carrying on the tradition - The performance on stage was great!

Like Reply 6w

Sue Baylis I thoroughly enjoyed last night's performance. Moving from place to place for each scene, combined with the proximity to the actors made me feel more a part of the action. Great performances from the cast and efficient and intuitive stage/town management.

Like Reply 6w

Write a comment

What did you get out of this experience?
learnt about what it takes to bring a play together as in how to get your vision to the stage. enjoyed very much!



CAST: FAVOURITE PARTS

Fight Scene)
(Mercutio's scene in particular)

1st night seeing reactions to Lexi's death

Loved the Fight Scenes
& reactions to me killing Lexi.

seeing the audience
completely
enjoying themselves

I really liked the reactions
the audience had. It was
also great how so many people
were surprised and how we
made people have something
interesting in their day.

When Juliet killed
herself & the little
girl in the crowd
cried out "WHY!?"

FEBRUARY 2019

ARTBEAT - EVENT

Dates: 2 February 219

Volunteers: 18

Description: NYT supported Artbeat 2019 by performing a scene from Romeo and Juliet on the main stage and the face painters in 'Neverland'

HIGHLIGHTS It was really great to see the senior class showcase the face-painting skills they'd gained by being part of NYT. The Shakespeare performance good publicity, and good experience for the cast to react to a new performance space and to a larger audience.

To Note: approx. 5000 people attend ArtBeat and we were run off our feet face-painting.



APRIL 2019

ENCHANTED GARDEN - EVENT

Dates: 16 April

NYT performers: 13 (mostly from the junior class and first time performers)

NYT Volunteers: 14

AUDIENCE: 4000

Description: NYT collaborated on a school holiday with the Whangarei Quarry Gardens and Kumarani Circus to create a school holiday family fun day with performance, crafts, storytelling, dress ups and fairy houses. This event was initiated by Kerry the gardens event manager as a result of our March/Dec performance at the gardens

HIGHLIGHTS We anticipated 1000 people attend and we got 4000. Under the pressure of numbers, space and unpredictability our NYT kids really rose to the occasion and really excelled. This was a first time performances for many involved and really inspired them to do more.







CLASSES (WEEKLY)

NYT runs regular Drama Classes throughout the year providing wonderful opportunities for young people to develop focus and self-confidence through theatre craft. Our highly skilled tutors create a fun environment where students can explore their imagination through drama games, characters, movement and voice.



KIDS CLUB DRAMA

Recommended for ages 6-9yrs

Date: WEDNESDAYS 4pm - 5pm

Av attendance 8 (2018)

Tutor: Jasmin Fisher Johnson

Introduction to a world of drama through games, imagination and play.

JUNIOR DRAMA

Recommended for ages 9-13yrs

Date: Tuesdays 4pm – 5:30pm.

Av attendance 16

Tutors: Sarah Marie Parker (2018) Amie Conner (2019)

Developing Drama skills, monologues and characterisation

SENIOR DRAMA

Recommended for ages 13+ (exceptions made for students who have been attending NYT classes for several years and have the skills to suit the class requirements)

Date: Tuesdays 6pm – 8pm (2018) Mondays 5pm-7pm (2019)

Av attendance 18

Tutor: Georgia-May Russ

Advanced Drama Skills and independent learning. We have a growing waiting list so are considering starting a second senior class on Wednesdays



Events Calendar and Attendance Data 2018												
Colour Key	NYT FACILITATED	EXTERNALLY FACILITATED	CANCELLED or POSTPONED	OTHER								
Type	Title	Description	Dates	# recurrence	per class/day #participant	TOTAL # participation	# Audience	# Compe	Total Audience	Paid Staff	# volunteers	# volunteer hours
WEEKLY CLASSES (ongoing over the entire year)												
DRAMA CLASSES	Junior Drama	NYT CLASS (10-13yrs)	Term 1	weekly	12	120				2		
DRAMA CLASSES	Senior Drama	NYT CLASS (13-17yrs)	Term 1	weekly	9	90				1	2	4 hrs per week
DRAMA CLASSES	KIDS Club Drama	NYT CLASS (6-9yrs)	Term 1	weekly	4	40				1	1	1 hr per week
DRAMA CLASSES	Junior Drama	NYT CLASS (10-13yrs)	Term 2	weekly	16	160				2		
DRAMA CLASSES	Senior Drama	NYT CLASS (13-17yrs)	Term 2	weekly	17	170				1	2	4 hrs per week
DRAMA CLASSES	KIDS Club Drama	NYT CLASS (6-9yrs)	Term 2	weekly	10	100				1	1	1 hr per week
DRAMA CLASSES	Junior Drama	NYT CLASS (10-13yrs)	Term 3	weekly	16	160				2		
DRAMA CLASSES	Senior Drama	NYT CLASS (13-17yrs)	Term 3	weekly	17	170				1	2	4 hrs per week
DRAMA CLASSES	KIDS Club Drama	NYT CLASS (6-9yrs)	Term 3	weekly	6	60				1	1	1 hr per week
DRAMA CLASSES	Junior Drama	NYT CLASS (10-13yrs)	Term 4	weekly	16	160				2		
DRAMA CLASSES	Senior Drama	NYT CLASS (13-17yrs)	Term 4	weekly	17	170				1	2	4 hrs per week
DRAMA CLASSES	KIDS Club Drama	NYT CLASS (6-9yrs)	Term 4	weekly	6	60				1	1	1 hr per week
WEEKLY CLASSES	Yoga with Sarah	COMP ROOM HIRE	Tuesdays	42 classes	6	252	av attendance					
WEEKLY CLASSES	Yoga with Sarah	COMP ROOM HIRE	Sundays	42 classes	6	252	av attendance					
WEEKLY CLASSES	Nia Dance	ROOM HIRE	Wednesdays	weekly	6	252	av attendance					
WEEKLY CLASSES	YOGA ADULTS with Helen 6pm-7:30pm	ROOM HIRE	Mondays	weekly term 1 & 2	6	120	av attendance					
WEEKLY CLASSES	YOGA TEENS with Helen 4pm-5:15pm	ROOM HIRE	Mondays	weekly term 1 & 2	6	120	av attendance					
VOLUNTEER DAYS	Worksafe provided volunteer	John Collins is volunteering his building skills 2 hours per week	July 2018	2							1	4
			August 2018	3							1	6
PERFORMANCE	NYT SUMMER SHOW 2018 including: Auditions 3 weeks rehearsal 7 performances to just categorises this a one entry doesn't really do justice to the actual impact of this cancellation	Annual Summer Show was cancelled. Funding application to Creative New Zealand was unsuccessful. We worked with Lutz Hamm on an exciting application, which hopefully we can use at a later date with better success.	January- February			23	700 was the estimated audience					
WORKSHOP	Collaboration with UK based Puppets with Guts	Research and development workshop for a massive performance Puppet @ NYT	January 8th 9th 10th	3	6	18						
PERFORMANCE	MARCH SHOW @ QUARRY GARDENS	Walk Through Gardens to begin Site specific performance brainstorm	January 11th			6					6	12
PERFORMANCE	MARCH SHOW @ QUARRY GARDENS	Storyline Devising session	January 16th			7					7	21
ROOM USE	Blood Relative	Ren Lunick needed a space to work on a upcoming performance	January 9th, 10th, 11th, 16th		2	8						
WORKSHOP	Collaboration with UK based Puppets with Guts	Research and development workshop for a massive performance Puppet @ the OLD LIBRARY	January 8, 9, 10		15	45	N/A				1	24
WORKSHOP	WANANGA (NYT & PUPPETS WITH GUTS TEAM)	following on from the puppets with guts workshop, we had the opportunity to consult with Tawarhi Heteraka and get his valuable input and advise	January 18th			7	N/A			1		
PROFESSIONAL DEVELOPMENT	Team building and Practical Skills Professional development	to help strengthen bonds with company of Giants and with in our own group of tutors as one is leaving and a new tutor is starting, I invited Laurel Devenie to facilitate a workshop of practical skill sharing, to help build a united kaupapa for class structure	January 21st			11	N/A			1		

Events Calendar and Attendance Data 2018												
Colour Key	NYT FACILITATED	EXTERNALLY FACILITATED	CANCELLED or POSTPONED	OTHER								
Type	Title	Description	Dates	# recurrence	per class/day #participant	TOTAL # participation	# Audience	# Comps	Total Audience	Paid Staff	# volunteers	# volunteer hours
PERFORMANCE	MARCH SHOW @ QUARRY GARDENS	Walk through Gardens now that we have a basic idea of the storyline we need to make sure it worked with the space available	January 21st			5					5	10
EVENT	ArtBeat	Facepainting and NYT promotion	February 3			2			3000	2	1	3
PERFORMANCE	MARCH SHOW AUDITIONS	Open audition to find a cast for our March Performance	January 27th			16					2	5
PERFORMANCE	Rehearsals from 4pm - 8pm	Rehearsals for the Garden that Time Forgot	Thursdays	5		16					5	20
PERFORMANCE	Rehearsals from 4pm - 8pm	Rehearsals for the Garden that Time Forgot	Fridays	5		16					5	20
PERFORMANCE	Rehearsals from 10m - 4pm	Rehearsals for the Garden that Time Forgot	Saturdays	5		16					5	20
PERFORMANCE	Costume prop making	the Garden that Time Forgot	Thursday	4		2					2	86
PERFORMANCE	Costume prop making	the Garden that Time Forgot	Saturday	4		3					3	108
PERFORMANCE	Costume prop making	the Garden that Time Forgot	Sunday	4		3					3	108
PERFORMANCE	DRESS REHEARSAL	the Garden that Time Forgot		1		24		40	40	2	8	40
PERFORMANCE	GALA DAY	the Garden that Time Forgot	March 21st	1		24	46	3	49	2	8	40
PERFORMANCE	OPENING NIGHT	the Garden that Time Forgot	March 22nd	1		24	38	4	42	2	8	40
PERFORMANCE	second show cancelled	the Garden that Time Forgot	March 23	1		24	43	4	47	2	8	40
PERFORMANCE	2 performances planned, show cancelled 1/2 way through the first performances	the Garden that Time Forgot	March 24	1		24	43	12	55	2	8	40
PERFORMANCE	Cancelled due to unsafe conditions due to extreme rainfall	the Garden that Time Forgot	March 25									
OPERATIONS	COGS meeting	meeting regarding COGS funding for Northland	March 8	1		1						
PERFORMANCE	CAST catch up	Lazer tag, drama games, Pizza and optional sleepover for all NYT and Circus cast	April 7	1		21					3	48
PROFESSIONAL DEVELOPMENT	Massive Company	All NYT tutors and admin attended a Drama Teachers PD day organised by Massive Company	May 4	1		9						
AGM	AGM		May 7th	1		8						
PROFESSIONAL DEVELOPMENT	Governance Training Workshop	Volunteer Northland hosted workshop	May 10th	1		2						
PERFORMANCE	DARE to DEVISE	48 hour Devising competition	June 15, 16, 17	1	18	54	58	1	59		13	107
WORKSHOP	Teambuilding	Laurel Devenie and Ash hired space to run a team building workshop	June 29	1		7						
WORKSHOP	Maoriland Free Film Workshop	NYT provided a FREE venue to host the Maoriland Film Workshop for Rangitahi	July 23 - 24	2	10	20						
SCREENING	Maoriland Public Film Screening	FREE venue to screen 3 short films	July 24	1	6	6						
PERFORMANCE	NYTeMARE on Bank Street	Annual Halloween Haunted Tour Auditions	August 6	1	22	22					5	24
PERFORMANCE	NYTeMARE on Bank Street	REHEARSAL	August 13th		22	22					4	28
PERFORMANCE	NYTeMARE on Bank Street	REHEARSAL	August 20th		22	22						
PERFORMANCE	NYTeMARE on Bank Street	REHEARSAL	August 27th		22	22						
PERFORMANCE	NYTeMARE on Bank Street	REHEARSAL	September 3rd		22	22						
PERFORMANCE	NYTeMARE on Bank Street	REHEARSAL	September 10th		22	22						
PERFORMANCE	NYTeMARE on Bank Street	REHEARSAL	September 17th		22	22						
PERFORMANCE	NYTeMARE on Bank Street	REHEARSAL	September 24th		22	22						

Events Calendar and Attendance Data 2018												
Colour Key	NYT FACILITATED	EXTERNALLY FACILITATED	CANCELLED or POSTPONED	OTHER								
Type	Title	Description	Dates	# recurrence	per class/day #participant	TOTAL # participation	# Audience	# Comps	Total Audience	Paid Staff	# volunteers	# volunteer hours
PERFORMANCE	NYTeMARE on Bank Street	PERFORMANCE	October 23rd		22	22	31		31		4	12
PERFORMANCE	NYTeMARE on Bank Street	PERFORMANCE	October 24th		22	22	32		32		4	12
PERFORMANCE	NYTeMARE on Bank Street	PERFORMANCE	October 25th		22	22	48		48		4	12
PERFORMANCE	NYTeMARE on Bank Street	PERFORMANCE	October 26th		22	22	51	4	55		4	12
PERFORMANCE	NYTeMARE on Bank Street	PERFORMANCE	October 27th		22	22	56	5	61		4	12
VIDEO PROJECT	Kiwi North, Channel North and NYT collaboration	3 students working with LEDTC from Kiwi North to produce a Kiwi mini doc	Aug 23			3						
PERFORMANCE	Give it a Whirl Musical	Script read through	Aug 24, 18	1	4	4						
PERFORMANCE	Give it a Whirl Musical	Script read through	August 29	1	4	4						
PERFORMANCE	Give it a Whirl Musical	Script development	Sept 5	1	2	2						
WORKSHOP	Future Performing Arts Centre planning Workshop	Proposed Performing Arts Centre Workshop facilitated by Sarah Trass	August 30	1		40						4
MEETING	Creative NZ funding	Meeting with Briar Munroe the performing arts funding coordinator for CNZ	Sept 7th	1								
PERFORMANCE	Return to the Garden that Time Forgot	REHEARSAL	November 23rd		19	19					3	9
PERFORMANCE	Return to the Garden that Time Forgot	REHEARSAL	November 24th		30	30					6	18
PERFORMANCE	Return to the Garden that Time Forgot	REHEARSAL	November 25th		30	30					6	18
PERFORMANCE	Return to the Garden that Time Forgot	Pack in and set up circus rig	November 26th		10	10					6	18
PERFORMANCE	Return to the Garden that Time Forgot	REHEARSAL	November 30th		30	30					10	20
PERFORMANCE	Return to the Garden that Time Forgot	REHEARSAL	December 1		30	30					6	18
PERFORMANCE	Return to the Garden that Time Forgot	REHEARSAL	December 2		30	30					6	18
PERFORMANCE	Return to the Garden that Time Forgot	Dress REHEARSAL	December 5th		30	30					6	18
PERFORMANCE	Return to the Garden that Time Forgot	PERFORMANCE	December 6th		33	33	31		31		10	50
PERFORMANCE	Return to the Garden that Time Forgot	PERFORMANCE	December 7th		33	33	76		76		10	50
PERFORMANCE	Return to the Garden that Time Forgot	PERFORMANCE	December 8th		33	33	80		80		10	50
PERFORMANCE	Return to the Garden that Time Forgot	PERFORMANCE (Ghost day)	December 9th		33	33	32		32		10	50
PERFORMANCE	ROMEO & JULIET	Production Meetings	November	4	5	20					5	25
PERFORMANCE	ROMEO & JULIET	AUDITIONS	6th & 7th December	1	13	13					3	8
						3616			3738		241	1288
						TOTAL participants			TOTAL Audience		TOTAL ANNUAL volunteers	TOTAL ANNUAL Volunteer hours

REFLECTIVE ACHIEVEMENTS: Events Calendar and Attendance Data 2019																		
Colour Key	NYT FACILITATED	EXTERNALLY FACILITATED	CANCELLED or POSTPONED	OTHER	ETHNICITY (the % won't always add up, as 2 or 3 ethnicities may be identified per student)													
Type	Title	Description	Date(s)	# duration	# Cast/Students	# Experts or Production team	TOTAL # participation	Maori %	Pasika %	Other %	Notes	# Audience	# Corps Audience	# Total Audience	# Paid Staff and/or Contractors	# Volunteers	# volunteer hours	MANAGER VOLUNTEER HOURS
CLASSES																		
TERM 1 DRAMA CLASSES	Senior Drama	NYT CLASS (13-17yrs)	Mondays	9 x 2 hrs weekly	17	1	153	3 17.6%	13 78.4%	2 23.5%	na				1			
TERM 1 DRAMA CLASSES	Junior Drama	NYT CLASS (10-13yrs)	Tuesdays	10 x 1.5 hrs weekly	13	1	130	3 23%	7 54%	4 30.7%	na				1			
TERM 1 DRAMA CLASSES	KIDS CLUB Drama	NYT CLASS (5-9yrs)	Wednesdays	10 x 1 hr weekly	7	2	70	1 14%	4 57%	1 14%	na				1	1		
TERM 1 DRAMA CLASSES	Film Club	NYT Film Class	Tuesdays	10 x 1.5 hrs weekly	4	3	40	1 25%	4 100%		na					3		
TERM 2 DRAMA CLASSES	Senior Drama	NYT CLASS (13-17yrs)	Mondays	9 x 2 hrs weekly	18	1	162	3 17.6%	13 76.4%	4 23.5%	na				1			
TERM 2 DRAMA CLASSES	Junior Drama	NYT CLASS (10-13yrs)	Tuesdays	10 x 1.5 hrs weekly	13	1	130	3 23%	7 54%	4 30.7%	na				1			
TERM 2 DRAMA CLASSES	KIDS CLUB Drama	NYT CLASS (5-9yrs)	Wednesdays	10 x 1 hr weekly	9	2	90	1 14%	5 57%	1 14%	na				1	1		
TERM 2 DRAMA CLASSES	Film Club	NYT Film Class	Tuesdays	10 x 1.5 hrs weekly	4	3	40	1 25%	4 100%		na					3		
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 7th	9am-9pm	10	4	14	4 28.5%	10 71.5%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 8th	9am-9pm	10	4	14	4 28.5%	10 71.5%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 9th	9am-9pm	10	4	14	4 28.5%	10 71.5%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 11th	9am-9pm	10	4	14	4 28.5%	10 71.5%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 15th	9am-9pm	7	2	9	3 44.4%	6 66.6%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 14th	10am-2pm	7	2	9	3 44.4%	6 66.6%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 15th	10am-6:30pm	10	3	13	4 30.7%	9 69%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 18th	10am-6:30pm	10	3	13	4 30.7%	9 69%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 17th	10am-6:30pm	10	3	13	4 30.7%	9 69%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 18th	10am-2pm	7	2	9	3 44.4%	6 66.6%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 20th	9am-2:30pm	8	4	12	4 33.3%	8 66.6%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 21st	3pm - 7pm	10	3	13	4 30.7%	9 69%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 22nd	3pm - 7pm	10	3	13	4 30.7%	9 69%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 23rd	6pm - 8pm	11	6	17	4 23.5%	13 76.5%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 27th	6pm-8pm	11	3	17	4 23.5%	13 76.5%		na							
PERFORMANCE	Romeo and Juliet Quality Street Production	REHEARSAL	JANUARY 28th	11-12pm	11	5	17	4 23.5%	13 76.5%		na							120
PERFORMANCE	Romeo and Juliet Quality Street Production	PERFORMANCE	FEBRUARY 1st	4pm-8pm	11	6	17	4 23.5%	13 76.5%		na	140		140	4	3	12	6
PERFORMANCE	Romeo and Juliet Quality Street Production	PERFORMANCE	FEBRUARY 2nd	4pm-8pm	11	6	17	4 23.5%	13 76.5%		na	150		150	4	3	12	6
PERFORMANCE	Romeo and Juliet Quality Street Production	PERFORMANCE	FEBRUARY 3rd	4pm-8pm	11	6	17	4 23.5%	13 76.5%		na	90		90	4	3	12	6
PERFORMANCE	Romeo and Juliet Quality Street Production	PERFORMANCE	FEBRUARY 4th	4pm-8pm	11	6	17	4 23.5%	13 76.5%		na	90		90	4	3	12	6
FUNDRAISER	Romeo and Juliet Fundraiser for Region Felkling Globe 2019 workshop in London	FUNDRAISER	FEBRUARY 5th	4pm-8pm	11	6	17	4 23.5%	13 76.5%		na	90	10	40	0	na	na	6
BOOKING MEETING	CH2 meeting re project funding		JANUARY 7th	11am-12pm	0	2	2				na							
EVENT	ARTBEAT	FACE PAINTING	FEBRUARY 2nd	9am-3pm	13		13							160*		13	26	
EVENT	ARTBEAT	PERFORMANCE	FEBRUARY 2nd	10am-11:30am	5		5							500*		5	7.5 hours	
EVENT	ENCHANTED GARDEN- collaboration with the Whangarei Quarry Gardens	AUDITION - Junior Class	MARCH 20th	5pm-6:30pm	9	2	11							na		2	1	
EVENT	ENCHANTED GARDEN- collaboration with the Whangarei Quarry Gardens	COSTUME FITTING	APRIL 4th	4pm-7pm	6	2	10							na		2	6	5
EVENT	ENCHANTED GARDEN- collaboration with the Whangarei Quarry Gardens	REHEARSAL	APRIL 14th	10am - 2pm	11	1	12							na		1		5
EVENT	ENCHANTED GARDEN- collaboration with the Whangarei Quarry Gardens	EVENT- zoving performers	APRIL 16th	8am - 2pm	12	1	13					4000		4000		3	10	10
EVENT	ENCHANTED GARDEN- collaboration with the Whangarei Quarry Gardens	STORYTELLERS & CRAFTERS - volunteers turning the craft table and facilitating the Storytelling Day	APRIL 16th	11am-2pm	0	4	4									4	4	
WORKSHOP	Fairyhouse Workshop	Workshop to help promote the Enchanted Garden Event. Facilitated by NYT, Whangarei Quarry Gardens and Circus Kumanari	APRIL 13th	10am-3pm	30	4	34									3	14	7

* number of children facepainted (estimate based on average face painting time of 5mins)
 * Estimation of crowd sitting and watching the performance. Artbeat has approx 4000 over the whole day.

Overall Budget
Northland Youth Theatre Trust
April 2019 to March 2020

ESTIMATED INCOME

ESTIMATED EXPENSES

Account	Mar-2019	Apr-2019	May-2019	Jun-2019	Jul-2019	Aug-2019	Sep-2019	Oct-2019	Nov-2019	Dec-2019	Jan-2020	Feb-2020	Mar-2020	Total
Income														
Christmas in the park (230/8)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Classes (230/1)	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$2,100.00	\$0.00	\$13,600.00
Club Night Income (234)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Halloween Income (230/5)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00
Junior show fees (230/4)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Junior Show Income (231)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other sales income (230/5)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Development income (232)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales (230)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Script To Stage (230/7)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Senior show (230/2)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Show Participation Fees Received (230/3)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Summer show income (255)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TheatreSports (231)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tuition income (236)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Winter Show income (250)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00
Interest Income (270)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Revenue (260)	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$800.00
Wage subsidy (200)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Income	\$0.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$5,100.00	\$0.00	\$0.00	\$4,700.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$16,700.00
Less Cost of Sales														
Butter to Burlesque (470/3)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering (466)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Christmas in the park Costs (470/8)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Class resources (415)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contractor Fees (Tutors) (480)	\$0.00	\$300.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$2,900.00	\$0.00	\$2,900.00	\$0.00	\$8,300.00
Costuming (471)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Event Consumables (430)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Field Trips (492)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Halloween Costs (470/5)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Human resources - performers (414)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Junior show costs (470/4)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Marketing and Promotion (401)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Projects (491)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Props and Set (475)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Refunds (428)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Script To Stage Costs (470/7)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Senior show expenses (470/2)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Show costs - other (470/5)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Show Licensing Fees (470)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sound and Lighting (472)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Summer Show costs (470/3)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Venue hire cost (432)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Winter Show costs (470/1)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00
WT (477)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Cost of Sales	\$0.00	\$800.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$4,000.00	\$1,000.00	\$0.00	\$8,000.00	\$0.00	\$2,900.00	\$0.00	\$18,300.00
Gross Profit	\$0.00	-\$800.00	\$4,500.00	-\$1,600.00	\$0.00	\$5,100.00	-\$4,000.00	-\$1,000.00	\$4,700.00	-\$8,000.00	\$0.00	-\$500.00	\$0.00	-\$1,600.00
Other Income														
ASB/Foundation North Grant (198)	\$0.00	\$0.00	\$0.00	\$0.00	\$42,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,000.00

14-3-19
Austin Mills
Unimperson
14-3-19
Jess Collins
Secretary
J Collins

COGS grant (DIA) (190)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00
Creative Communities Grant (193)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00
Creative NZ Grant (192)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Donations (285)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grants (199)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lions Foundation Grant (191)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lotteries Grant (197)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00
Oxford Sports Trust Grant (194)	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00
Pelorus Trust Grant (189)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing revenue (240)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pub Charities Grant (195)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Raffle (241)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Venue Hire (230/5)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WDC Grant (196)	\$0.00	\$0.00	\$0.00	\$0.00	\$13,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,500.00
Total Other Income	\$0.00	\$0.00	\$4,000.00	\$0.00	\$55,500.00	\$5,300.00	\$6,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85,800.00

Less Operating Expenses


Audit fees (487)	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Board of Trustees expenses (488)	\$0.00	\$0.00	\$175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307.00	\$0.00	\$0.00	\$0.00	\$482.00
Credit card (405)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Doubtful Debts (428/1)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EFTPOS (360)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ESCT (479)	\$0.00	\$0.00	\$16.00	\$17.00	\$17.00	\$28.00	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$26.00	\$28.00	\$213.00
Human Resources (402)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income Tax Expense (505)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PAYE expense (526)	\$0.00	\$212.00	\$212.00	\$212.00	\$212.00	\$318.00	\$212.00	\$212.00	\$212.00	\$212.00	\$212.00	\$318.00	\$212.00	\$2,758.00
Plant and Equipment Lease (386)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Replacement Plant & Equipment (>\$500) (451)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Small Balance Write-Off (510)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training (474)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tax penalties (403)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wages -KSE (483/6)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Xero Subscription (486)	\$0.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$720.00
Total Operating Expenses	\$0.00	\$272.00	\$463.00	\$289.00	\$2,789.00	\$404.00	\$289.00	\$289.00	\$289.00	\$596.00	\$289.00	\$404.00	\$298.00	\$6,671.00


Less Overheads

ACC Levy (459)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87.00
Accounting and legal (300)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Advertising (400)	\$0.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$960.00
Bank Fees (404)	\$15.00	\$6.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$60.00
Cleaning (408)	\$0.00	\$64.00	\$0.00	\$0.00	\$0.00	\$39.00	\$0.00	\$0.00	\$39.00	\$0.00	\$0.00	\$41.00	\$0.00	\$183.00
Contractor fees - Manager (481)	\$0.00	\$2,400.00	\$3,600.00	\$2,400.00	\$2,400.00	\$2,400.00	\$3,600.00	\$2,400.00	\$2,400.00	\$2,400.00	\$2,400.00	\$2,400.00	\$2,400.00	\$31,200.00
Depreciation (416)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Entertainment (420)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Entertainment - Non deductible (424)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Freight & Courier (368)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Expenses (429)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance (433)	\$0.00	\$84.00	\$64.00	\$64.00	\$64.00	\$64.00	\$64.00	\$64.00	\$64.00	\$64.00	\$64.00	\$64.00	\$64.00	\$768.00
Interest Expense (437)	\$9.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9.64
KSR (478)	\$0.00	\$105.00	\$99.00	\$105.00	\$122.00	\$157.00	\$105.00	\$105.00	\$105.00	\$122.00	\$105.00	\$157.00	\$157.00	\$1,444.00
Legal expenses (389)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Light, Power, Heating (445)	\$0.00	\$100.00	\$91.00	\$106.00	\$143.00	\$165.00	\$169.00	\$164.00	\$168.00	\$110.00	\$132.00	\$132.00	\$132.00	\$1,612.00
Motor Vehicle Expenses (449)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses (453)	\$0.00	\$0.00	\$74.00	\$0.00	\$70.00	\$18.00	\$0.00	\$37.00	\$0.00	\$23.00	\$0.00	\$4.00	\$0.00	\$227.00
Printing & Stationery (481)	\$0.00	\$387.00	\$101.00	\$144.00	\$206.00	\$392.00	\$166.00	\$108.00	\$251.00	\$462.00	\$0.00	\$327.00	\$0.00	\$2,532.00
Rent (427)	\$456.35	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$13,212.35
Repairs and Maintenance (473)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Wages (453)	\$0.00	\$1,200.00	\$1,397.00	\$1,582.00	\$2,097.00	\$1,263.00	\$1,263.00	\$1,257.00	\$1,257.00	\$1,257.00	\$1,885.00	\$1,257.00	\$1,257.00	\$18,968.00
Student loan repayments (450)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

14-3-19
Austyn Mills
Chairperson
Jess Collins
J Collins
Chairperson
14-3-19

Subscriptions (485)	\$108.33	\$266.00	\$63.00	\$108.00	\$108.00	\$108.00	\$108.00	\$228.00	\$108.00	\$108.00	\$108.00	\$108.00	\$108.00	\$1.637.33
Telephone & Internet (460)	\$0.00	\$139.00	\$122.00	\$105.00	\$108.00	\$111.00	\$102.00	\$106.00	\$124.00	\$106.00	\$106.00	\$215.00	\$215.00	\$1,559.00
Travel - International (454)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel - National (453)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Overheads	\$589.52	\$5,874.00	\$6,754.00	\$5,757.00	\$6,461.00	\$5,942.00	\$5,555.00	\$6,810.00	\$5,639.00	\$5,795.00	\$5,952.00	\$5,848.00	\$5,491.00	\$72,467.52
Total Expenses	\$589.52	\$6,146.00	\$7,217.00	\$6,046.00	\$9,250.00	\$6,346.00	\$5,844.00	\$7,099.00	\$5,528.00	\$6,391.00	\$6,241.00	\$6,252.00	\$5,789.00	\$79,138.52
Net Profit	-\$589.52	-\$6,946.00	\$1,283.00	-\$7,646.00	\$46,250.00	\$4,054.00	-\$3,844.00	\$6,901.00	-\$1,228.00	-\$14,391.00	-\$6,241.00	-\$6,752.00	-\$5,789.00	\$5,081.48

14-3-19
Austyn Mills
Chairperson


14-3-19
Jess Collins
Secretary


INCOME and EXPENSES for performances are always an estimate as we have different performances every year, therefore the costs and income will always vary.

Grants are an anticipated income based on historical success with our regular funders.

Outside of Grants and Performances, our income and expenditure is very consistent and we keep within our proposed budget.

Performance Report

Northland Youth Theatre Trust
For the year ended 31 March 2018

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Entity Information

Northland Youth Theatre Trust For the year ended 31 March 2018

'Who are we?', 'Why do we exist?'

Legal Name of Entity

Northland Youth Theatre Trust

Entity Type and Legal Basis

Northland Youth Theatre Trust

Registration Number

CC40683

Entity's Purpose or Mission

To provide training and performance opportunities for the young people of Northland in theatre craft. We deliver our training across a range of disciplines to young people from age 6 to 18 years.

Entity Structure

Northland Youth Theatre Trust has a chair and trust committee which is appointed.

Main Sources of Entity's Cash and Resources

Northland Youth Theatre receives a mix of funds from grants, donations training fees and show fees.

Main Methods Used by Entity to Raise Funds

Northland Youth Theatre relies on grants and fees.

Entity's Reliance on Volunteers and Donated Goods or Services

Northland Youth Theatre relies on volunteers to be on the board and some volunteers to help with events.

Physical Address

PO Box 1679, Whangarei, New Zealand, 0140

Postal Address

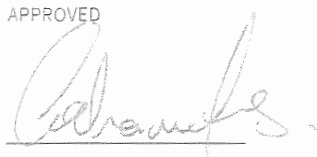
PO Box 1679, Whangarei, New Zealand, 0140

Approval of Financial Report

Northland Youth Theatre Trust
For the year ended 31 March 2018

The Trustees are pleased to present the approved financial report including the historical financial statements of Northland Youth Theatre Trust for year ended 31 March 2018.

APPROVED



Trustee

Date 31 Jan 2019



Trustee

Date 1st Feb 2019

Statement of Service Performance

Northland Youth Theatre Trust
For the year ended 31 March 2018

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

Northland Youth Theatre is a charitable trust solely devoted to young people. NYT holds a belief that the performing arts have the power to transform lives and enrich communities. Our work is motivated by the need to pave a path for the young people of Northland to be able to share their stories and participate in the arts regardless of economic or geographical barriers. Through the collaboration between professional artists and young people NYT cultivates confidence, creativity and imagination.

Description and Quantification of the Entity's Outputs

Description and Quantification (to the extend practicable) of NYT's outputs:

	This Year	Last Year
Drama Classes:		
Term 1	37	32
Term 2	21	35
Term 3	29	42
Term 4	30	38
Winter Show:	"Shots Fired"	"Mall Dreams"
Cast	21	15
Audience	159	320
Halloween Production:		
Cast	12	38
Audience	302	452
Junior Class Show:	"Hoodie"	"Wide Awake"
Cast	15	17
Audience	80	81
Summer Show:	Cancelled	"Te Wairoa"
Cast	due to lack	30
Audience	of funding	577
March Show:	Quarry	No March show
	Gardens Show	as Summer
Cast	24	Show went
Audience	50	ahead

Statement of Financial Performance

Northland Youth Theatre Trust
For the year ended 31 March 2018

'How was it funded?' and 'What did it cost?'

	NOTES	2018	2017
Revenue			
Donations, fundraising and other similar revenue	1	44,757	106,588
Revenue from providing goods or services	1	18,908	32,645
Interest, dividends and other investment revenue	1	575	590
Other revenue	1	150	117
Total Revenue		64,390	139,940
Expenses			
Volunteer and employee related costs	2	25,131	56,695
Costs related to providing goods or service	2	74,627	76,013
Other expenses	2	8,008	7,881
Total Expenses		107,767	140,589
Surplus/(Deficit) for the Year		(43,377)	(649)

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



Statement of Financial Position

Northland Youth Theatre Trust

As at 31 March 2018

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAR 2018	31 MAR 2017
Assets			
Current Assets			
Bank accounts and cash	3	27,767	29,048
Debtors and prepayments	3	745	1,876
Other Current Assets	3	-	32,473
Total Current Assets		28,512	63,397
Non-Current Assets			
Property, Plant and Equipment		29,438	37,448
Other non-current assets	3	32,628	-
Total Non-Current Assets		62,066	37,448
Total Assets		90,578	100,845
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	33,961	472
Other current liabilities	4	-	4
Total Current Liabilities		33,961	476
Total Liabilities		33,961	476
Total Assets less Total Liabilities (Net Assets)		56,617	100,369
Accumulated Funds			
Capital contributed by owners or members	5	6,535	6,535
Accumulated surpluses or (deficits)	5	50,082	93,834
Total Accumulated Funds		56,617	100,369

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



Statement of Cash Flows

Northland Youth Theatre Trust
For the year ended 31 March 2018

'How the entity has received and used cash'

	2018	2017
Cash Flows from Operating Activities		
Donations, fundraising and other similar receipts	78,923	115,826
Receipts from providing goods or services	22,864	36,642
Interest, dividends and other investment receipts	(41)	-
Cash receipts from other operating activities	173	130
GST	(2,674)	(2,385)
Payments to suppliers and employees	(98,827)	(142,713)
Total Cash Flows from Operating Activities	418	7,500
Cash Flows from Investing and Financing Activities		
Receipts from sale of investments	-	10,000
Payments to purchase investments	-	(20,000)
Capital repaid to owners or members	31,231	-
Cash Flows from Other Investing and Financing Activities	(32,924)	(996)
Total Cash Flows from Investing and Financing Activities	(1,694)	(10,996)
Net Increase/ (Decrease) in Cash	(1,276)	(3,496)
Cash Balances		
Cash and cash equivalents at beginning of period	29,048	32,544
Cash and cash equivalents at end of period	27,772	29,048
Net change in cash for period	(1,276)	(3,496)

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



Statement of Accounting Policies

Northland Youth Theatre Trust For the year ended 31 March 2018

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Northland Youth Theatre Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

Northland Youth Theatre Trust For the year ended 31 March 2018

	2018	2017
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
ASB/Foundation North Grant	20,000	45,000
COGS grant (DIA)	1,800	1,300
Donations	671	-
Grants	5,000	46,201
Lotteries Grant	10,000	10,000
Oxford Sports Trust Grant	6,000	1,304
Pub Charities Grant	1,048	2,783
Raffle	238	-
Total Donations, fundraising and other similar revenue	44,757	106,588
Revenue from providing goods or services		
31st income	-	1,314
Christmas in the park	1,000	2,000
Classes	10,544	14,338
Club Night income	-	437
Halloween Income	1,299	2,107
Junior Show Income	-	626
Other sales income	-	157
Printing revenue	1,909	2,214
Professional Development income	-	1,025
Script To Stage	765	33
Show Participation Fees Received	600	-
Summer show income	461	5,226
TheatreSports	182	516
Tuition income	-	268
Venue Hire	1,590	213
Winter Show income	557	2,163
Total Revenue from providing goods or services	18,908	32,645
Interest, dividends and other investment revenue		
Interest Income	575	590
Total Interest, dividends and other investment revenue	575	590
Other revenue		
Other Revenue	150	117
Total Other revenue	150	117
	2018	2017
2. Analysis of Expenses		
Volunteer and employee related costs		
KSR	-	108

	2018	2017
Staff Wages	25,131	56,500
Travel - National	-	87
Total Volunteer and employee related costs	25,131	56,695
Costs related to providing goods or services		
ACC Levy	125	90
Accounting and legal	1,231	1,355
Advertising	-	462
Audit fees	2,435	2,300
Bank Fees	44	152
Board of Trustees expenses	139	45
Catering	544	145
Christmas in the park Costs	197	-
Class resources	160	132
Cleaning	320	208
Contractor fees - Manager	29,400	-
Contractor Fees (Tutors)	18,490	8,952
Costuming	205	-
Doubtful Debts	1,435	-
EFTPOS	-	290
Event Consumables	147	176
Field Trips	265	-
General Expenses	57	-
Halloween Costs	-	400
Insurance	743	739
Junior show costs	-	431
Legal expenses	-	41
Light, Power, Heating	1,365	1,484
Marketing and Promotion	401	-
Office Expenses	441	625
Printing & Stationery	2,599	4,075
Projects	103	-
Props and Set	231	-
Refunds	-	26
Rent	5,477	5,397
Repairs and Maintenance	758	72
Replacement Plant & Equipment (>\$500)	217	-
Senior show expenses	-	39
Show costs - other	461	4,250
Show Licensing Fees	75	-
Sound and Lighting	1,850	-
Staff Training	481	696
Subscriptions	536	575
Summer Show costs	513	33,747
Tax penalties	-	70
Telephone & Internet	1,301	1,632
Venue hire cost	1,222	-
Winter Show costs	-	6,752

Xero Subscription	660	653
Total Costs related to providing goods or services	74,627	76,013
Other expenses		
Depreciation	8,008	7,878
Interest Expense	-	4
Total Other expenses	8,008	7,881
	2018	2017

3. Analysis of Assets

Bank accounts and cash		
ASB Bank - Society Cheque A/C	27,667	28,928
Petty Cash Float	100	120
Total Bank accounts and cash	27,767	29,048
Debtors and prepayments		
Accounts Receivable	2,180	1,876
less Provision for Doubtful Debts	(1,435)	-
Total Debtors and prepayments	745	1,876
Other current assets		
Withholding tax paid	-	374
WRMK Term Deposit	-	32,099
Total Other current assets	-	32,473
Other non-current assets		
WRMK Trust Account	32,628	-
Total Other non-current assets	32,628	-
	2018	2017

4. Analysis of Liabilities

Creditors and accrued expenses		
Accounts Payable	115	272
Tagged Funds	30,000	-
GST	(222)	200
PAYE/deductions liability	511	-
Holiday Pay Accrual	3,557	-
Total Creditors and accrued expenses	33,961	472
Other current liabilities	-	4
	2018	2017

5. Accumulated Funds

Accumulated Funds		
Opening Balance	100,369	101,018
Accumulated surpluses or (deficits)	(43,751)	(649)
Total Accumulated Funds	56,617	100,369
Total Accumulated Funds	56,617	100,369



6. Breakdown of Reserves

Funds invested on term deposit with WRMK lawyers trust account, totalling \$32,628.33, is tagged as reserves fund.

7. Commitments

The trust lease premises at 84 Bank Street, Whangarei. The lease commenced on 9 January 2009 for an initial term of 15 years with rental to paid in the form of renovations to the premises to the value of \$120,000. The rental will be \$8,000 per annum plus GST.

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2018 Last year - nil).

9. Related Parties

There were no transactions involving related parties during the financial year.

10. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

11. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

12. Goods and Services in Kind

The trust receives the benefit of people's time and services, carried out free of charge. This donation cannot be readily quantified and therefore is not recorded in the financial statements.

13. Tagged Funds

The trust received the following grant funding during the year with the following amounts unspent and tagged for expenditure after balance date.

	Total Funds received during the 2018 year	Unspent (Tagged) Funds at Balance date
Foundation North	40,000	20,000
NZ Lotteries	20,000	10,000

Depreciation Schedule

Northland Youth Theatre Trust For the year ended 31 March 2018

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE	PRIVATE USE AMOUNT
Leasehold payments in advance							
Leasehold premises	109,224	36,393	-	-	7,285	29,108	-
Total Leasehold payments in advance	109,224	36,393	-	-	7,285	29,108	-
Plant and Equipment							
Computer Backup	164	-	-	-	-	-	-
Computer System	2,809	-	-	-	-	-	-
Computer System	435	-	-	-	-	-	-
Digital Camera, Video, DVD	1,387	9	-	9	-	-	-
Epson Projector	430	276	-	276	-	-	-
Fridge	200	144	-	-	36	108	-
Handy Recorder	190	88	-	-	35	53	-
Microwave	79	-	-	-	-	-	-
Office Equipment	583	35	-	-	12	24	-
PS System	1,067	187	-	-	41	146	-
Toshiba Laptop - Includes Keyboard, Monitor & Hybrid Drive	1,897	316	-	316	-	-	-
Total Plant and Equipment	9,242	1,055	-	600	124	330	-
Total	118,466	37,448	-	600	7,409	29,438	-

INDEPENDENT AUDITORS REPORT

To the Trustees of Northland Youth Theatre Trust

Qualified Opinion

We have audited the accompanying performance report of Northland Youth Theatre Trust on pages 7 to 15, which comprise the statement of financial position as at 31 March 2018, the statement of financial performance and statement of cash flows for the year then ended, the statement of accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying performance report present fairly, in all material respects, the financial position of Northland Youth Theatre Trust as at 31 March 2018, and its financial performance and its cash flows for the year then ended in accordance with the requirements of Public Benefit Entity Simple Format Reporting Accrual (Not-For-Profit) relevant to reporting financial position, financial performance and cash flows.

Basis for Opinion

Control over cash income, specifically fundraising and attendance income. In common with similar organisation, there is no system of control over such revenue and expenditure upon which we could rely for the purpose of our audit and there were no satisfactory audit procedures that we could adopt to confirm independently that all revenue and expenditure has been properly recorded.

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described in the Auditors Responsibilities for the Audit of the Performance Report section of our report. We are independent of Northland Youth Theatre Trust in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, Northland Youth Theatre Trust.

Restriction on Responsibility

This report is made solely to the Trustees, as a body, in accordance with section 42F of the Charities Act 2005. Our audit work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Other Information

The Trustees are responsible for the other information. The other information comprises the entity information and statement of service performance but does not include the performance report and our auditors report thereon.



Our opinion on the performance report does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the performance report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the performance report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If based, on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

We draw attention that the financial statements of the prior period were audited by a predecessor auditor. A qualified opinion was expressed on income from donation and fundraising revenue. The date of this report 20 September 2017.

Trustees Responsibility for the Performance Report

The Trustees are responsible on behalf of the entity for:

- (a) identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- (b) the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report
- in accordance with Public Benefit Entity Simple Format Reporting Accrual (Not-ForProfit) issued in New Zealand by the New Zealand Accounting Standards Board, and
- (c) for such internal control as the Trustees determine is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Trustees are responsible on behalf of the entity for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

Auditors Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditors report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of the use of the going concern basis of accounting by the Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors report. However, future events or conditions may cause the entity to cease to continue as a going concern.

We communicate with the Trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Other Information in Annual Report

We draw attention that the financial statements of the prior period were audited by a predecessor auditor. A qualified opinion was expressed on income from donation and fundraising revenue. The date of this report 20 September 2017.



Orbit Audit
Whangarei
4 February 2019