

Williamstown Little Theatre

Annual General Meeting 2023

COMPANY SECRETARY'S REPORT FOR 2022

The purpose of the Company Secretary's report is to give comfort to the members that the Association is being appropriately governed, operating in line with relevant laws and within the terms of its constitution.

I'm pleased to report that Williamstown Little Theatre Inc enjoyed strong and effective leadership over 2022. I provide the following paragraphs as evidence of this assessment.

Your Committee met 12 times during 2022, satisfying the constitutional requirement that it meet at least 4 times. Each meeting was quorate, and declarations of conflicts of interests were sought by the Chair at the start of each meeting.

During the year, a Special General Meeting was conducted on May 16, to agree amendments to the constitution. The purpose of those changes was to enable WLT to apply firstly for registration as a Charity through the ACNC, then to apply for Deductible Gift Recipient (DGR) status through the Register of Cultural Organisations.

Our application to be registered as a charity was successful. Our application for DGR status is still being assessed.

As part of the application process, the Committee earlier in the year adopted a Strategic Plan, which sets out short, medium and longer term priorities for the company. It sets our strategic objectives as:

- Fostering Performing Arts;
- Community Engagement;
- Human Resource Renewal;
- Facility Development; and
- Benevolence

The Committee is grateful to Maria Haughey for her leadership in helping us set our strategic priorities.

In response, the Committee's priorities over 2022 have focused on:

- Rebuilding our audience and volunteer bases, post COVID,
- Finishing off stage one of the refurbishment program, and
- Working with community stakeholders to try and find a solution to our ongoing storage issues.

In terms of legal compliance, we believe that our suite of policies and procedures remains appropriate and fit for purpose. In particular, the company's response to the COVID pandemic, and its everchanging rules and regulations, was appropriate and consistent. We are grateful to Tony Tartaro for his diligence and persistence in ensuring that our systems and processes continue to be first rate.

It is appropriate to acknowledge the work of three Committee members who have chosen not to stand for re-election at this AGM:

- Our President Celia Meehan has steered WLT through some of our most challenging times, and has done so with great wisdom, grace and courage.
- Melanic Rowe will continue to weave her magic with our communications – especially Cues & News and our website – but will do so from off the Committee.
- Emma Hunt has done an extraordinary job of retaining a dedicated and enthused Front of House volunteer base, while dragging us into the cashless economy.

On behalf of your Committee colleagues, and the wider company, thank you for your hard work and dedication, and we hope you'll stay in contact with the company for many years to come.

WLT currently has a voting membership base of 56 individuals, including 23 Life Members. We are grateful for your ongoing support for WLT, and for the Committee.

Williamstown Little Theatre is well positioned to meet the challenges of 2023. We look forward to continuing our proud tradition of great productions, and great opportunities for engagement in the local community.