

# Annual General Meeting

## MINUTES

16.10.17 / 1800 / HOUSE  
CONSPIRACY

MEETING CALLED BY	Jonathan O'Brien
NOTE TAKER	Jonathan O'Brien
ATTENDEES	Elizabeth Cowie (President), Cinnamon Smith, Lewis Holmes (Outgoing Treasurer), Jonathan O'Brien (Outgoing Secretary), Ellie-Lea Jansson, Craig Garrett, Cinnamon Smith, Sarah Winter, Caitlin Armstrong, Kayla Robinson, Jean Martin, Kat Cumti, Kristian Santic, Lucy Czerwinski, Kayla Robinson, Tash Hayes, Dave Hayes
APOLOGIES	Aron Oroszvari, Joseph Burgess

## Preamble

Jonathan O'Brien

APPROVAL OF AGENDA	Approved.
APPROVAL OF PREVIOUS MINUTES	Approved.
CORRESPONDENCE RECORDS	Doug Hall Foundation has confirmed \$20k funding has been budgeted for House Conspiracy in 2018.

## Previous Action Items

ITEM	PERSON RESPONSIBLE	PROJECTED COMPLETION DATE	STATUS
<b>2018: Creative Callouts</b> Dialogue has begun. To be passed onto the new board. Survey of past artists completed.	All	06.09.17 08.09.17	Complete
<b>2018: Board</b> Get the AGM underway.	All	05.08.17	Complete
<b>Conspirator</b> Grant money is not particularly available for printing, and we have already paid the artists. Seek private funding sources.	Jonathan O'Brien	01.08.17	Complete
<b>Renovations</b> Deck completed. Invoice Inbound	Elizabeth Cowie	N/A	Complete
<b>Salary</b> All points addressed. To be approved by new board.	All	N/A	Complete

## Agenda topics

**Presentation of 16-17 Financials** | Lewis Holmes

DISCUSSION	Finances presented.	
Nominated Adrian's Chartered Accountants to verify 17-18 financial year.		
The quorum confirmed that the records exist.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

**Presentation of 16–17 Achievements** | Jonathan O’Brien

<b>DISCUSSION</b>	Presented all relevant information to the board.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		

**Resignation of Board Members** | Jonathan O’Brien & Lewis Holmes

<b>DISCUSSION</b>	Jonathan O’Brien resigns as Secretary.	
Lewis Holmes resigns as Treasurer.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		

**Election of New Board Members** | Jonathan O’Brien

<b>DISCUSSION</b>	Ellie-Lea Jansson, Craig Garrett, and Jean Claire Martin speak. J Martin puts her name forward for Treasurer.	
Cinnamon Smith and Sarah Winter speak. Jonathan O’Brien speaks on behalf of Joseph Burgess, Kayla Robinson. Caitlin Armstrong speaks.		
President Cowie moves that rather than voting on four (4) committee member positions, all those present should be invited onto the committee.		
Outgoing Secretary O’Brien moves against this, but leaves it largely in the hands of the President. It is agreed after brief debate that House Conspiracy Inc. will have a board of nine (9).		
<b>New board:</b> Joseph Burgess, Ellie-Lea Jansson, Craig Garrett, Cinnamon Smith, Sarah Winter, Caitlin Armstrong, Kayla Robinson (Secretary), Jean Martin (Treasurer), Elizabeth Cowie (President).		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		

**Board Confirms Staff** | Full Board

<b>DISCUSSION</b>	Jonathan O’Brien, Cinnamon Smith, and Aron Oroszvari confirmed as staff.	
\$2000 segment of the budget confirmed for Sept–Feb (\$100/wk) to pay to Creative Director and Creative Production Assistant.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Salaries to be paid to Jonathan O’Brien and Aron Oroszvari on Residency Cycle basis.	Jean Martin	Ongoing

<b>SPECIAL NOTES</b>	<b>Note to all board &amp; exec:</b> all communications (email, messages, texts) should be responded to within 48 hours—even just acknowledged—so that work can progress. In addition, if something is not going to be completed by a deadline, then this should be communicated immediately.
----------------------	---

The meeting was adjourned at 1915. The next meeting’s details and its agenda will be decided online.

Minutes submitted by Jonathan O’Brien on 17.10.17.