

FLINDERS QUARTET

Minutes

Flinders Quartet Inc.

Date/time of meeting	Tuesday 18 June 2019, 5.00pm
Location of meeting	Meeting Rooms 2 & 3, Library at the Dock
Attendees	Julian Burnside, Ian Roberts (via phone), Mary Vallentine, Sarah Hunt, Sandra Stoklossa, Helen Ireland, Zoe Knighton, Wendy Avilov
Apologies	Nil
Guests	Nil
Conflicts of interest	It was noted in the agenda that the following members of the board are remunerated by Flinders Quartet Inc.: Wendy Avilov, Zoe Knighton and Helen Ireland.

Agenda Item/Topic	Discussion/outcomes	Person accountable for action	Due date
1.1	Welcome to new board member, Sandra Stoklossa		
1.3	Declaration of conflict of interest: members of the Board Helen Ireland, Zoe Knighton and Wendy Avilov declare that they are remunerated by Flinders Quartet Inc.		
1.4	Meeting minutes from 27 March 2019 adopted		
2.1	<p>Financial report</p> <ul style="list-style-type: none">the 2020 draft budget (based on 0.42FTE) included in board papers was prepared prior to Nick Waters giving his notice to leave Flinders Quartet at the end of 2019Wilma Smith invited to join FQ commencing 2020With Wilma's availability and Helen's new baby, looking to reduce planned activity and work towards 16 working weeks in 2020 (with a view to increasing again in 2021 and beyond)Draft budget in development based on 16 salaried weeks (0.31FTE), factoring in reduced touring costs, reduced private donation		

	<p>revenue (\$120,000, but increased trust and foundation funding target (\$60,000)</p> <ul style="list-style-type: none"> ● Development manager (Kirsty) budgeted at 0.31FTE salary as well; can focus on increasing trusts and development support ● City of Melbourne 2020 funding application - due next week. Not very likely. ● Total of \$61,000 to be sought from government for 2020 funding; Creative Victoria and Australia Council fairly good chances. ● Any shortfall in reaching government funding targets will be remedied with a reduction in expenditure (possibilities to be identified in budget) ● Planned reductions in activity/expenditure: <ul style="list-style-type: none"> ○ Secondary school residency program won't run in 2020 ○ Reduction in touring ○ JNQP activity to be more efficient and incorporated into rehearsal schedule ● With the change in personnel for 2020 and plan to reduce to 16 weeks of activity, the board agrees to the proposal to move to 0.31FTE commencing 1 January 2020 (instead of 0.42FTE) ● Wendy and Sandra to discuss if the 2020 artistic development period scheduled for November/December 2019 should be paid at 0.31FTE ● Query about current year financial target progress: <ul style="list-style-type: none"> ○ Aiming to reach a total of \$145,000 in donation revenue by the end of 2019 (\$85,550 received as of 9 July 2019) ○ Target is for \$55,000 from trust and foundations (\$21,500 received as of 9 July 2019) ○ Currently have trust and foundation applications in totalling \$110,000; waiting on outcomes ○ Kirsty nurturing relationships with some new patrons: Andrew and Aida, Cybec Foundation, Sofitel (not monetary) ○ Only government funding in 2019 is \$21,000 from Creative Victoria ○ Opportunities for small revenue increases at Collins St and Montsalvat concerts 	<p>Wendy /Sandra</p>	
--	---	----------------------	--

2.2	<p>Development</p> <ul style="list-style-type: none"> ● Idea to focus on female composers in 2020 to attract trust and foundation support <ul style="list-style-type: none"> ○ Deborah Cheetham commissioned to write new work for 2020 season ○ Ella Macens (past composer program participant) is being commissioned by Peter and Leila Doyle; work to be developed in 2020 and premiered 2021 ○ Besen Family Foundation support increased this year from \$5k - 10k following our commitment to focus on female composers in this year's program ○ Suggestion to run all female Composer Development Program in 2020; the quartet feels that while attractive for grants it might be limiting the talent pool. Focus instead on marketing the program to increase female applications (aiming for 50%) ● Investigate Tarrawarra Gallery, perhaps something tailored for an exhibition ● Ian McClelland Sculpture Park <ul style="list-style-type: none"> ○ Julie Kantor is on the the board ○ Would like to take the composer concert there as a free concert for the public, taking this performance beyond Melbourne ● Seek funding and projects that improve the bottom line. Focus our efforts in this direction. Ensure there is a contribution to the bottom line in any bit of funding. Be conscious of it. ● Query raised about Kirsty (Development Manager) being paid a base salary plus incentive, or just a salary. Consensus to offer Kirsty just a salary commencing in 2020. 		
2.4	<p>Fundraising ideas</p> <ul style="list-style-type: none"> ● Sale of Ben Quilty painting; estimate of current value? Agreement that the art market is currently bumpy. Not a good time to sell. Perhaps it could be auctioned at a fundraiser. <ul style="list-style-type: none"> ○ Katy Abbott letters project song cycle. Given the refugee theme, could 		

	<p>provide a context for the Ben Quilty painting.</p> <ul style="list-style-type: none"> ○ Pay to have the painting on your wall? Rent it? ● Event at ArtVisory (Paul Sumner), donated artwork, auctioned with performance of quartet. Funds donated to FQ. <ul style="list-style-type: none"> ○ Could approach Sam Golding to donate art ○ Julian offered to donate art ○ Paul Sumner, best auctioneer. ○ Drinks, good finger food and performance; seating available for those who want it. But not a sit down dinner. ○ Allow enough planning time; aim for second half of the year and make it a 20th birthday party. (Beethoven 132) ○ What is the actual date of FQ's 20th birthday (first concert)? ● Fundraising 'family' dinner early December 2019; aiming to woo new high net worth donors. Guest list to be shared with the board (along with notes about current donors support levels). <ul style="list-style-type: none"> ○ Determine the nature of the ask and the likelihood of those guests contributing ○ Frame as a special event supporting the quartet as it enters its 20th year 	Kirsty / Zoe / Wendy	
2.5	<p>Change of personnel</p> <ul style="list-style-type: none"> ● Nick leaving at the end of 2019 ● Wilma Smith joining from 2020 ● Thibaud has committed until the end of 2020 with the possibility of continuing longer. <ul style="list-style-type: none"> ○ Ask Thibaud to commit/confirm 2021 by March 2020 ● Liz Sellars has expressed an interested and would like to be considered in future if/when Thibaud leaves ● Helen will be on maternity leave for October 2019 concerts (Tom Higham filling in) 		

Time closed	6.30pm
Member absence during meeting	Nil

Date, time and location of next meeting	5.00pm, Monday 7 October 2019 71 Liddiard Street, Hawthorn (Julian's house)
--	--