

FLINDERS QUARTET

Minutes

Flinders Quartet Inc.

Date/time of meeting	Thursday 19 March 2020, 5.00pm
Location of meeting	Julian Burnside's home and via Zoom (online)
Attendees	Julian Burnside, Zoe Knighton, Mary Vallentine, Sandra Stoklossa, Sarah Hunt, Helen Ireland and Wendy Avilov
Apologies	Nil
Guests	Wilma Smith and Thibaud Pavlovic-Hobba
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
1.4	Meeting minutes from 18 October 2019 adopted		
2.1	Ian resignation / new board member recruitment <ul style="list-style-type: none">Develop board skills matrix to identify gapsSarah to share blueprint for matrixWendy to fill in the blanks to identify where we are coming up short; share with the board for discussionJulian suggested inviting Carrillo Gantner to join FQ board. To be reviewed at a less tumultuous time.	Sarah Wendy	
2.2	Financial report <ul style="list-style-type: none">Provisional 2019 EOY summary figures show \$18k deficit, to be covered by cash reserves2020 budget included with board papers was sent week prior to COVID-19 developments, and will change with recent developmentsPromised Cybec funding and Australia Council grant to be considered 'at risk' revenueWendy and Sandra to work up revised 2020 budget factoring in COVID-19 impact	Wendy / Sandra	

2.3	<p>Development report</p> <ul style="list-style-type: none"> ● Follow up email to Feb 25th event non-attendees yielding mixed results with two new donations and a reminder that these are difficult times ● Oct 15th fundraising event in doubt for proceeding. Review in May. ● Formulate a hard ask campaign to go out in the coming months with careful messaging <ul style="list-style-type: none"> ○ Kirsty and Zoe to come up with a plan for Sarah's input 	Zoe, Kirsty and Sarah	
2.4	<p>COVID-19 planning</p> <ul style="list-style-type: none"> ● Determine revised programming for remainder of 2020 - clarify content and schedule for online activities ● Revised budget based on new programming (costing up cancellations and replacement activity) ● Craft messaging for asking for tickets to cancelled events to be turned into donations (what are the mechanisms for that; we'll need to coordinate with MRC) ● Consider Patreon membership page (https://www.patreon.com), aiming to establish and run long term for extra revenue and engagement. Requires commitment to exclusive content creation for FQ Patreon members/subscribers ● Use this time to maintain engagement with audiences and donors, and inspire them to continue supporting FQ ● Recognised that it may not be possible for FQ to rehearse with appropriate social distancing and the health of quartet family members (also impacted by state border closures, in developments post-meeting) ● Mary to circulate COVID-19 messaging and responses from other organisations 	<p>Zoe, Helen, Wilma and Thibaud</p> <p>Wendy and Sandra</p> <p>Sarah, Mary, Zoe, Kirsty</p> <p>Zoe and Wendy</p> <p>Mary</p>	
2.5	<p>Next board meetings (all via Zoom)</p> <ul style="list-style-type: none"> ● Wednesday 8 April, 5.30pm <ul style="list-style-type: none"> ○ revised 2020 programming and budget ○ schedule of Government application deadlines ● Thursday 4 June, 5.30pm ● Wednesday 2 September, 5.30pm 		

	<ul style="list-style-type: none"> December meeting date/time to be determined at April meeting 		
--	--	--	--

Time closed	5.50pm
Member absence during meeting	Wilma Smith's Zoom connection dropped out briefly; rejoined via phone.

Date, time and location of next meeting	5.30pm, Wednesday 8 April 2020 Zoom (online)
--	---