



**MINUTES OF THE ANNUAL GENERAL MEETING
OF THE FRIENDS OF
THE MUSEUM OF NEW ZEALAND TE PAPA TONGAREWA
HELD AT 6.00pm ON WEDNESDAY 27 JULY 2023
IN ICON, LEVEL 2, TE PAPA, CABLE ST, WELLINGTON**

PRESENT: K Kuiper (Chair), Executive Committee Members M Crawshaw and B Hodgkinson, Secretary N Kirkup, Administrator H Erwin

Prospective Committee members R Dean, M Scannell, R Fogel, D Laufer, C Restieaux

Duncan Cotterill solicitors L McKeown, K Mitchell

Friends members F Austin, J Berryman, J Buxton, P Buxton, R Chin, A Costi, J Davey, M Egli, M Elkington, R Galloway, B Hassell, S Hassell, J Hodgkinson, C Horne, Catherine Keating, Colin Keating, A McLean, F McLean, L Medford, G Shroff, K Wratt

The President welcomed Friends of Te Papa and the Friends' honorary solicitors to the meeting, and introduced Lisa Tipping, Chief Finance and Operations Officer of Te Papa.

Lisa explained that her role includes management of the Museum's staff, finances and buildings. She said that Te Papa has much to celebrate, including some enthusiastic reviews from Trip Advisor contributors which had resulted in the Museum being named New Zealand's top, and the South Pacific's fourth top, attraction. This was reflected in visitor feedback collected by Te Papa. She highlighted the recent increased emphasis on the Matariki festival, noting that the launch of the new public holiday in 2022 had been hosted at the Museum. This increased focus had resulted in more enquiries to the Museum and website clicks. They had noted a substantial increase in Maori visitors during the Matariki season.

The end of the Covid lockdown had also seen a partial return to normal international business, including a number of visits by foreign delegations under the auspices of the Ministry of Foreign Affairs and Trade, including a visit by HRH Princess Anne which had had to be organised at very short notice. There had also been a welcome return of international tourists.

The Museum had continued its work on the repatriation of taonga and in particular of human remains, including DNA analysis and work with iwi to try to ensure that remains are returned to the right place and otherwise properly treated.

The Takina visitor centre had opened and is now operated by Te Papa; events services now run across both buildings. Early feedback had been generally good despite some early teething issues. The Museum is to host a major exhibition, Dinosaurs of Patagonia, including the mighty Titanosaur *Patagotitan*, over the summer.

Lisa also told Friends about the Museum's plan for a new building out at Trentham which will house the vertebrates (mainly fish) collection. It will not be open to visitors but will be much more suitable for the Museum's research effort than the current accommodation in Tory Street. Moving the collection will be a complex exercise given that the specimens are stored in alcohol which qualifies as a hazardous substance.

After outlining Te Papa's overall strategy and priorities, Lisa turned to performance and forecasts. This year's budget can be found on the Te Papa website, in the Statement of Service Performance 2023/24 as submitted to the Crown.

Visitation numbers were recovering from the Covid lockdown, but the Museum was taking a cautious approach to forecasting future numbers given the ongoing impact of the cost of living and the new presence of Takina as a competitor for visitor attention. The Museum was forecasting revenue of \$79.8m for 2023/24, taking into account inflationary pressures, supply chain issues and employment market scarcity. The total forecast includes \$45.1 m from the Crown, interest payments and donations, all of which cost little if anything to receive. Other activities entail costs, such as commercial activities including the cafes, store and car park and the management of Takina. Lisa noted that the Museum is currently earning around 50% of its own revenues.

Forecast expenditure includes improving the capacity of Ta Papa's staff, which is often the main constraint on any new activity, and an investment programme to maintain assets such as the fire system and AV equipment. Base spending (insurance, utilities, software licensing, support for revenue generation) leaves little scope for discretionary spending. Lisa noted that the Crown also provides \$3m / year for collection acquisition and that the new building is being separately funded. Overall the picture was of a small loss for the year, before depreciation and amortisation, which Lisa expected to be carried from the bank balance.

In response to members' questions, Lisa confirmed that the Museum's role included outreach and support to iwi and to other collections around NZ. There was a quarantined line of funding for this activity but it had to be topped up from the generic budget. The Museum had also administered the Government's hardship fund for arts organisations and institutions, including visits to the East Coast marae affected by cyclone Gabrielle where impacts included the exposure of some burial grounds.

A member asked how Te Papa managed its dual nature as a cultural and commercial entity. Lisa noted that Te Papa is an autonomous crown entity. Its collections are regarded as taonga, but its buildings are partly commercial with cultural and heritage assets. Takina is not a Te Papa asset, being owned by Wellington City Council, but Te Papa participates in operation of the services in the building. These are similar to the services that are currently provided with the Museum, so the expertise was already available to take on this additional role.

The President thanked Lisa for her presentation.

1. APOLOGIES

An apology had been received from committee members J Jacob, R Norman, T Steel and A Walker, and from members:

F Atkins, H Borrett, J Carpenter, D Church, G Dean, E Ellis, T Finkle, M Foster, N Foster, J Hoskin, D Hunt, C Kay, E Kay, P Klapp, A Kuiper, C McDonald, K Moffitt, E Ridder, D Robertson, P Robertson, C Turner, M Veneer, F Wilde and E Wright

THAT the apologies be sustained

AGREED

2. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the previous Annual General Meeting, held on 27 July 2022, had been circulated.

THAT the minutes of the Annual General Meeting held on 27 July 2022 be taken as read and confirmed as a true and accurate record.

N Kirkup / B Hodgkinson

AGREED

3. FINANCIAL STATEMENTS AND AUDITORS' REPORT FOR YEAR ENDED 31 March 2023

The President presented the Friends of Te Papa Performance Report, including financial statements for the financial year ended 31 March 2023. He noted that this year the Friends had not been able to return a surplus, unlike the previous two years. This was due to an inability to manage tours, a decline in membership and attendance at events further to the Covid lockdown, and the need to rebuild the website and recruitment of a new office manager. Some of these were one-off costs which were unlikely to be repeated, and the Committee intended to look for ways to address membership decline.

B Hodgkinson pointed out that Helen Pinson, described in the report as a Committee member, had resigned in the previous year; the President acknowledged and apologised.

Friends members suggested that the Committee provide an annual plan against which performance could be reviewed. The President noted that the extraordinary circumstances of the last two years had made forecasting particularly difficult as well as impacting on Friends finances, but that there was reason to hope that both would improve and that the next President and renewed Committee would be able to take the suggestion forward.

Friends members acknowledged the work of Committee members but recognised the challenge they face in seeking to expand membership. The arts and the cultural community more broadly are still experiencing the effects of Covid in terms of membership and attendance at events. They called for a mid-year report on how membership is trending and how new arrangements are doing. M Crawshaw noted that the Committee's first priority was likely to be consolidating the existing membership list.

Friends members asked whether the practice of using major exhibitions at the Museum to recruit new members, by offering free admission in return for joining, will resume. The President confirmed that this was the intention, starting with the Patagonian dinosaur exhibition over the summer. However, the same opportunity was not available for exhibitions at Takina.

THAT the Performance Report that includes the annual Statement of Service Performance and the Financial Statements for the year ended 31 March 2023 be approved and adopted.

T Steel / B Hodgkinson

AGREED

4. PRESIDENT'S REPORT

The President drew attention to his written report, which had been made available on line. He expressed appreciation for the work of office staff and Committee members and thanked in particular B Hodgkinson, M Crawshaw and S Turner for the work they had done before respective departures. He noted that the programme of events was now back to more or less pre-covid levels.

THAT the President's report be received

AGREED

5. ELECTION OF OFFICERS AND COMMITTEE

The President announced that he had completed his term of three years as President and had not offered himself for re-election.

Bridget Hodgkinson had also completed her term of three years as an ordinary member of the executive committee and did not offer herself for re-election. The President expressed appreciation for her work and that of her husband John.

Marion Crawshaw resigned from the committee. The President expressed appreciation for her invaluable work, in support of his own role in particular and the Committee more generally.

The President offered to complete his own term as Committee member.

The President noted that Richard Norman had offered himself for re-election following the expiry of his term of office.

Nominations to the position of ordinary members of the Executive Committee were received from

Faith Atkins

Rosalene Fogel

Daniel Laufer

Colleen Restieaux

The President confirmed that nominations had been made in the correct form. He introduced R Fogel, D Laufer and C Restieaux and thanked them all for putting themselves forward.

AGREED

A nomination for the office of Vice President was received from Mazz Scannell.

AGREED

A nomination for the office of President was received from Richard Dean.

AGREED

R Dean as new President thanked K Kuiper as outgoing President for his work and that of the departing Committee members, acknowledging the value of the work to incoming Committee members.

6. APPOINTMENT OF AUDITOR

The President moved:

THAT Accounting for Charities Trust be re-appointed as auditor.

R Dean / C Keating

AGREED

7. APPOINTMENT OF HONORARY SOLICITOR

The President moved:

THAT Duncan Cotterill be re-confirmed Honorary Solicitors.

R Dean / R Fogel

AGREED

8. PROPOSED CHANGES TO THE RULES AND CONSTITUTION OF THE FRIENDS OF TE PAPA TONGAREWA

Proposed new wording had been circulated in advance of the meeting. The President explained the reasoning for the change to the provisions regarding membership renewal dates, and how this would simplify and streamline the administration of the membership database. The revision to committee terms of office was intended to address the difficulty in finding new volunteers to serve on the Executive Committee.

Member asked for further explanation as to how a system within which members had different anniversary dates could be said to simplify administration and whether this meant that members could change their own anniversary dates by delaying payment of membership fees. The President confirmed that renewed membership dates from the anniversary of joining for new members, or from the common date for existing members, regardless of when payment is actually made as long as it is within three months of that date. The new IT system is set up to manage different renewal dates for different members, including generating automatic reminders to members to renew their subscriptions. There is no intention at present to enable automatic charging to members' debit cards, but this is a possibility for future consideration.

Members asked about the availability of gift memberships. K Kuiper confirmed that these are available online and in the Museum shop.

THAT the proposed changes be made to the Constitution

R Dean / D Laufer

AGREED (one to the contrary)

9. PROPOSED CHANGES TO THE OBJECT OF DONATIONS ORIGINALLY GIVEN FOR THE RESTORATION OF DUFOUR PANELS

The President explained that the Museum no longer intended to carry out the restoration project for which the funds had originally been raised and proposed instead that the funds be put towards a conservation project for the forthcoming *Flora* exhibition.

THAT the funds be redirected as proposed

R Dean / B Hodgkinson

AGREED (one to the contrary)

10. GENERAL BUSINESS

None.

11. CLOSE

The President thanked everyone for their attendance and for their continuing participation. The meeting closed at 7.40pm.

Confirmed as a true and accurate record

President

Date