

**MINUTES OF THE ANNUAL GENERAL MEETING  
OF THE WANNEROO REPERTORY INC.  
HELD ON WEDNESDAY 9<sup>th</sup> April 2025**

**APOLOGIES and ATTENDANCE** - as per the attendance record book.

**IN THE CHAIR** – Gwen Browning – President

**MINUTES RECORDED BY** – Richard Tudge – Secretary

President, Gwen Browning, declared the meeting open at 7.35 pm and welcomed the members in attendance.

**1.0 CONFIRMATION AND ACCEPTANCE OF THE MINUTES OF PREVIOUS AGM HELD  
ON Wednesday 17<sup>th</sup> April 2024.**

The Minutes of the previous AGM were proposed as a true record of that AGM by Roger Oakes and seconded by Karen Thompson. All in favour – carried unanimously.

**MATTERS ARISING**

There were no other matters arising.

**2.0 TREASURER'S REPORT AND AUDITOR'S REPORT (ORIGINAL COPY ON FILE)**

Treasurer, RJ Smolders, presented the Annual Report and the Auditor's Report for perusal by the members in attendance.

According to the report, the club did have a net profit of \$44,957 after adding back depreciation of \$43,170, which is an improvement from last year's loss of \$9,598 after adding depreciation.

RJ pointed out there were 5 terrific productions during 2024, with great attendance. Feedback for each production was positive and encouraging and the income from such has been good.

RJ went on to advise that significant income is generated from Front of House bar sales and the use of the square terminals has enabled him to break down cost elements. RJ thanked the Front of House volunteers for persisting with the use of the squares.

Other sources of income were from grants from Federal Government (\$33,000) and Lotteries West (\$93,500) which was spent on the auditorium upgrades of seats, carpet and air conditioning. Also, the sale of seats (\$16,500) has provided valuable income, and for those yet to purchase there are still seats available. The balance came from funds put aside over the last few years and profits from the 2024 productions. Final cost of the upgrade is \$199,146.

Other purchases by the club include a new headset communication system for technical and backstage crew, new wireless headsets for performers, new ladders for set building and maintenance use, air conditioning to the Bio Box and ice machine to the bar. Plus, the Theatre has continued to invest to ensure the building meets current safety requirements.

Finally, RJ advised that mindful of the cost of living, the committee was determined to maintain ticket prices at their current level for 2025.

RJ directed the members attention to the final report of the auditor, Gary Grant, confirming that the accounts were a fair and true reflection of the theatre's financial position.

Moved by RJ Smolders (Treasurer) and seconded by Luke Miller that the Treasurer's Report be accepted as a true and correct record of the Theatre's Account.

All in favour – carried unanimously.

### **3.0 PRESIDENT'S REPORT (ORIGINAL COPY ON FILE)**

President, Gwen Browning, read her report for 2024 advising that it had been a very busy and successful year – enjoying five very successful productions.

Gwen went on to describe the Seasons throughout the last calendar year:

The year began with the mysterious drama “An Inspector Calls” by JB Priestly and Directed by Gordon Park.

This was followed by “Evil Dead” – a crazy horror musical that saw the debut of Kieran Ridgeway as director. It was also an Australian premier.

In July we saw “Hands on a Hard Body”, also an Australian premier, directed by David Nelson and Jane Anderson.

The September season saw the Monty Pythonish “Bleak Expectations”, directed by Barry Lefort.

Finally, the year was rounded off by the sell-out pantomime “Puss in Boots” directed by Shelley McGinn.

Gwen added that in addition to our scheduled productions there were several community events that have been held in the theatre. The disabled choir continues to use the foyer on Thursday mornings. The Northern District Children's Choir for their annual concert and the Wanneroo Challenge Band put on an evening of music. A local band, Tarot, also used the theatre to shoot a couple of promotional videos.

Gwen went on to explain that through the instigation of Peta Anderson, we now have a research partnership with Art students at Edith Cowan University. Two groups investigating how to improve both age and demographic of our audiences and how best to attract them. Their research suggests we offer greater incentives, and that social media outstrips other sorts of advertising. In 2025 we have a new group of students researching how we might develop live streaming on social platforms.

Whilst all this was going on the committee was busy negotiating the lease renewal with the City of Wanneroo. This process has taken 18 months to complete and involved many improvements to the building. Some taken on by tradesmen and members of the Tuesday Task Force ably led by our Maintenance Manager, Roger Oakes. The new lease was finally signed on Friday 15<sup>th</sup> November 2024. We now have a 10 + 5 + 5 years lease which secures our tenure for the next 20 years.

Perhaps the most exciting, but difficult project of the year, has been the auditorium upgrade again, ably led by Roger Oakes. This has involved hours and hours of negotiation and liaising with tradespeople and suppliers. After a huge effort by theatre volunteers, we now have a new carpet, new seats, improved air-con and air-con over the stage and in the bio box.

Finally, Gwen thanked the committee for their hard work during what has been a very busy time and for their support over the last two years. She went on to thank Richard Tudge for his time as secretary and the support he had given her and to the committee and theatre.

Gwen said that she had enjoyed her tenure as President but felt that the time was right to hand over to a younger person.

#### ***Life Member -***

The contribution of individual members, members who have given their time, their effort and sometimes their sacrifices are honoured in our Club by being awarded Life Membership. It is not just a measure of time but of the quality of the contributions made.

The AGM is the time of year when we look back on our achievements and reflect on the efforts and participation of our members. For this year, one man has not just project managed the auditorium upgrade but has also been tirelessly involved with the work required to bring the building into compliance for our lease renewal.

The President and current committee had decided that Life Membership be awarded to **Roger Oakes**.

Congratulations and thanks were made to Roger.

#### **4.0 ELECTION OF OFFICE BEARERS FOR 2023**

Gwen explained to the membership that under the new “rule” 5.3.3 the assembly required three volunteers, from the floor, to act as “scrutineers” for the process of election. The three volunteers were Julia Gobbert, Jane Anderson and Joan Braskic. Julia was nominated as the returning officer.

The final election results are summarised as follows -

#### **NOMINATIONS**

##### **Executive Committee Members**

**President – RJ Smolders** – (prior nomination) – elected majority vote.

**Secretary – Sonia Belot** – (prior nomination) – elected unopposed.

**Treasurer – Patrick McGinn** – (prior nomination) – elected unopposed (1 year interim).

##### **Thirteen (13) Committee Positions**

**Technical Manager – Paul King** - (prior nomination) – elected unopposed.

**Publicity Coordinator – Peta Anderson** - (prior nomination) – elected unopposed.

**Front of House Manager – RJ Smolders** – (prior nomination) – elected unopposed.

**Theatre Maintenance Manager – Roger Oakes** - (prior nomination) – elected unopposed.

**Social Media Coordinator – Ashlee de Costa** - (prior nomination) - elected unopposed.

##### **Committee Members (without portfolio)**

**Helen Smolders** - (prior nomination) - elected unopposed.

**Gwen Browning** - (prior nomination) - elected unopposed.

**Christine Smith** - (prior nomination) - elected unopposed.

**Andrew Govey** - (prior nomination) - elected unopposed.

**Gordon Park** - (prior nomination) - elected unopposed.

**Richard Tudge** - (prior nomination) - elected unopposed.

**Chris McCafferty** - (nomination from the floor) - elected unopposed.

**Tom Melanko** - (nomination from the floor) - elected unopposed.

## Non-Committee Positions

<b>Lighting Team Technician</b>	<b>Ashlee De Costa</b> - (prior nomination) - elected unopposed. <b>Peter Giles</b> – (prior nomination) - elected unopposed.
<b>Sound Team Technician</b>	<b>Reynold Bauer</b> - (prior nomination) – elected unopposed.
<b>Archive Coordinator</b>	<b>Shelley McGinn</b> - (nomination from the floor) – elected unopposed. <b>Dawn Wellsted</b> – (nomination from the floor) – elected unopposed.
<b>Volunteer Coordinator</b>	<b>Julia Rumsey</b> (prior nomination) – elected unopposed.
<b>Membership Officer</b>	<b>Patrick McGinn</b> (prior nomination) – elected unopposed.
<b>Wardrobe Manager</b>	<b>Shelley McGinn</b> (prior nomination) – elected unopposed.
<b>Properties Manager</b>	<b>Lorraine Jones</b> – (prior nomination) – elected unopposed.

Gwen concluded the election of Committee Members by offering her thanks to the assembly and to those volunteers who will form the Committee in 2025.

Finally, Gwen thanked the volunteer scrutineers for their support this evening.

## 5.0 APPOINTMENT OF AUDITOR

RJ advised that Gary Grant is prepared to continue as our Auditor for 2025.

Moved by RJ Smolders (Treasurer) and seconded by Helen Tudge that Gary Grant be appointed as auditor for 2025. All in favour – carried unanimously.

## 6.0 GENERAL BUSINESS

### 6.1 Review Business Signatories

This item has been placed on the AGM Agenda as an aid-de-memoir, to assist with keeping the list of approved signatories up to date with the Bank Accounts, Telstra and any other body that requires formal signatories from the Management Committee.

In this case a proposal has been made as follows –

“The meeting confirms that new and current office holders can be authorised contacts, with organisations that require such, on behalf of the club.  
Further, ordinary committee members may take on authorised contact role when approved by the committee during regular committee meetings”.

Proposed: RJ Smolders (President). Seconded: Kieran Ridgway – carried unanimously.

### 6.2 Amendments to the By-Laws

#### ***Policy for Inclusion of People with Disabilities***

The committee had previously written policy guidelines (10<sup>th</sup> July 2024) that were proposed to be formalised into the By-Laws at this meeting. At the time of writing, the theatre had received requests from NDIS providers to provide work experience at the Limelight. As the Theatre is manned entirely by volunteers it was felt that a policy was necessary.

Subsequently, several members drew attention to the proposal pointing out several shortcomings that were open to poor interpretation.

Chairperson Gwen Browning advised the membership that the policy was written with the best of intentions and the need to ensure that any work experience offered would provide a safe & meaningful experience. A policy was also deemed necessary as the Limelight volunteers are not in a position to train, or supervise, people with disabilities.

Gwen then proposed that the entire policy (one paragraph) be withdrawn, and that the Theatre forms a sub-committee to start a conversation and develop a more thorough policy which best reflects the Theatre's attitudes to inclusivity. Member, Althea Gordon, who has been involved in this field for many years, offered to take a lead in this role and the Theatre will be asking for other interested parties to form this working group.

Proposed: Gwen Browning. Seconded: Luke Miller - Carried unanimously.

### ***Other By-Law proposals***

Other By-Law proposals were agreed upon – subject to minor changes.

## **7.0 ANY OTHER BUSINESS**

### ***Acknowledgement of Country Announcement***

The Committee had previously decided (by majority vote – 5<sup>th</sup> Feb 2025) not to conduct an Acknowledgement of Country “announcement” at the beginning of each performance - but instead to place an engraved plaque in the Foyer as a form of recognition to the Traditional Custodians of the land on which the theatre is built.

Luke Miller proposed that the committee reconsiders their decision and action. It was explained that as the newly elected committee consisted of virtually the same members, there was little chance that the committee's decision would change.

Thereafter ensued lively discussion by the members.

Luke then proposed that a vote be taken, amongst the assembled membership, that the decision be reversed and an announcement be made at the beginning of each performance. Proposed – Luke Miller. Seconded - Josh Hollander. Lost (23/16).

Josh Hollander then proposed that a second vote be taken, for an announcement, be made at the discretion of the Director of each production.

Proposed – Josh Hollander. Seconded – Brittany Isaia. Lost (22/15).

### ***Federal Government Grant***

Shelley McGinn advised that the second instalment of the awaited Federal Grant (\$15,000 – Auditorium project) was still outstanding but delivery is expected very soon.

### ***State Government Grant***

Shelley went on to advise that Sabine Winton had committed to a further grant of \$30,000 - intended for the renovation of the Green Room – expected in the new financial year.

### ***Newsletter***

It was drawn to the attention of the membership that the Theatre website still advertises that a “monthly newsletter” is published. Gwen clarified that the Theatre now produces regular news bulletins, and it was agreed that the word “monthly” be replaced with “regular”.

### ***Problems with mailouts to the Membership***

The Theatre uses a system called “Mailchimp” to distribute email notifications. Several members have reported that they are not receiving (or inconsistently receiving) email news or updates. This is a major concern to the committee, who will be working to rectify the current system or investigate a possible change of platform.

There being no further business the meeting closed at 9.35 pm.

**ACCEPTED AS A TRUE RECORD OF THIS MEETING AND SIGNED BY THE PRESIDENT  
AND SECRETARY AT THE 2026 AGM, DATED BELOW -**

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President

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Secretary

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Date