

AUSTRALIAN CARTOONISTS' ASSOCIATION
Board Meeting
Telephone Linkup, 7.30pm (Sydney Time)
Thursday, 13th March 2008

MINUTES

Meeting Opened at 7.36pm

1. **Present**

Peter Broelman (Chair), James Foley, Steve Panozzo, Rolf Heimann, Grant Brown, Mick Horne, Paul Zanetti, Kerry-Anne Brown (Minutes).

2. **Apologies and Leave of Absence**

Nil received.

3. **Confirm Minutes from Previous Meeting (January 2008)**

MOTION: That the Minutes from Meeting held in January 2008 be accepted as true and correct reflection of that meeting.

Moved: Steve Panozzo

Seconded: Rolf Heimann

CARRIED.

08/005

4. **Declarations of Interest and Conflict of Interest**

Peter Broelman Item 7.1 – Disciplinary Action – Breach of Code of Conduct

5. **Questions on Notice/Without Notice**

Nil received.

6. **Matters Arising from Previous Minutes**

6.1 NSW State Library

DVD has been made of the 1985 Stanleys. Steve has spoken to Peter Russell who has suggested he contact John Buddle at KPMG. An alternate venue is the Arthouse Hotel. Steve to report back once he has spoken to John Buddle regarding sponsorship.

7. **Correspondence**

7.1 Disciplinary Action – Breach of Code of Conduct (Paul Zanetti)

7.41pm Peter Broelman stands down.

7.41pm Steve Panozzo assumes the Chair.

Breach of Code of Conduct/Behaviour Complaint disseminated to Board Members for review prior to Meeting.

Steve stated that the Report was self explanatory and called for questions.

7. Correspondence**7.1 Disciplinary Action – Breach of Code of Conduct (Paul Zanetti)**

(Continued)

Mick Horne raised concern regarding the legality of the Code of Conduct/Behaviour and whether they had been officially adopted, as if it had not, the Complaint is not valid. The Meeting was reassured that the Code of Conduct/Behaviour had been officially sanctioned at the November 2007 AGM in accordance with the NSW Office of Fair Trading Model Rules (as the ACA Constitution had failed to address the procedure).

Mick Horne asked Paul Zanetti to clarify what specific paragraph of the Code of Conduct/Behaviour does the Complaint relate to.

In response Paul Zanetti retorted that the Complaint is quite comprehensive in detail, specifically in relation to the breach, and that Mick Horne reference this.

It was mentioned that the Code of Conduct/Behaviour does not provide for penalties. The Secretary commented that the Codes are designed as a guide with each offence to be assessed independently. Consequently one penalty cannot be designed. It is at the discretion of the Board to determine the appropriate penalty based on the offence before it. Discussion concerning the grey area of when a Board member's responsibility to the Association ends and one's individual business interests begins.

It was noted that as a Board Member, one is obligated to put their business interests second to the interests of the Association's members.

MOTION: ".....that Peter Broelman be re-issued with the appropriate Governance documentation, given counseling by a Board Member and be issued with a formal warning (to be placed on file) that a repeat Breach of a similar nature will see a heightened level of discipline".

Moved: Paul Zanetti

Seconded: Grant Brown

**Steve Panozzo called For those for the Motion –
Paul Zanetti, Grant Brown, James Foley**

**Steve Panozzo called for those Against the Motion –
Mick Horne, Rolf Heimann.**

Vote 3/2

CARRIED.

08/006

8.24pm Peter Broelman returns to the Meeting and assumes the Chair.

8. Reports

8.1 President's Report

ACA website - Work is continuing on the new ACA website. Regrettably it has taken longer than anticipated. The new system (CMS or Content Management System) will enable members to upload and update their online portfolios. As an interim measure members have been asked to submit their contact details and artwork samples for me to upload to the current system. A meeting with programmer Dallas Ransom, Dave Allen and myself will take place next week to become familiar with the new system. The website is pivotal to promoting cartoonists and attracting new members - www.abwac.org.au/temp

Promotions - Dave Allen has indicated his willingness to head promotional activity on behalf of the ACA direct to editors and publishers. He has recommended that he organise a mailout every 3 months to promote the ACA and cartoonists. He has also recommended that members be invited to submit promotional material (at their cost) for inclusion in the mailouts. He requires a budget of \$2500 per annum. This requires a formal motion by the Board.

New Matilda - Internet-based news/email website www.newmatilda.com plans to conduct a cartoon competition mid-year and has contacted me to garner ACA support. I will contact them accordingly to discuss and will report back.

Stanleys Exhibition - The ACA coordinated a Bringing The House Down exhibition at the Wollongong City Gallery in conjunction with The Stanleys last year. Kathryn Chisholm, Assistant Curator, Collections Development at the National Museum of Australia reports that visitation figures were "great" - November 07- 4724 visitors, December 07 - 2599 visitors. I will liaise with the Gallery direct for their feedback. Mark Knight was awarded the "People's Choice" award.

Stanleys sponsorship - I have commenced working on sponsorship packages for existing Stanleys sponsors to offer them the opportunity of supporting The Stanleys (and cartoonists) in Coffs Harbour. These packages will be mailed out by mid March.

Bill Mitchell Award - Thanks to Paul Zanetti and Lindsay Foyle The Australian has agreed to conduct the Bill Mitchell Memorial Art Award. Lindsay Foyle will oversee the facilitation of the award.

President's Dinner - The President's Dinner has/will be held in Sydney on March 1. Some 30 members will attend with Norm Hetherington being awarded Life Membership of the ACA.

Rejuvenation of NSW events is a priority for the NSW Vice President and I am more than happy for a President's Dinner to initiate proceedings for the remainder of the year.

WA Vice President - It was heartening to see James Foley accepted as WA VP. I have also heard that James has visited cartoonists personally which is a credit to his enthusiasm. I am sure his input will be valuable to the ACA and trust the Board looks forward to working with him.

Stanleys 2008 - I recommend that the combined Stanley Awards/Rotary Cartoon Competition be marketed as the Coffs Cartoon Festival. I have spoken with Rob de Groot from the Rotary Club and he is in agreeance with this.

Scholastic - I have spoken with Scholastic with regards to sourcing copies of James Kemsley's Cartoon Book 1 & 2 for inclusion in the proposed promotion package for children but with no luck. Further searching is required.

Benevolent Fund - while it is not officially ACA business I know that most Board members have an interest in the investigation into the establishment of a benevolent fund. In short there has not been any developments to report.

Inkspot - The next issue of Inkspot is about to go to the printer with James Foley ready to do the mailout from Perth. Mark McHugh has expressed interest in assisting with the production of Inkspot.

Thanks - On behalf of the Board I would like to extend a gratitude of thanks to Jason Chatfield for his unwavering devotion in producing Inkspot at a time where his workload has hit new heights. Thank you Jason. I would also like to thank Kerry Anne Brown for her initiative and assistance with regards to the Stanleys in 2008 and 2009 and those who assisted in travelling to the Gold Coast and Coffs Harbour.

8.2 Treasurer's Report – Operating Account, Term Deposit (when applicable) and State Petty Cash (when applicable)

Peter Broelman reported that inline with the active saturation of membership within Victoria and New South Wales, the Petty Cash limit has been doubled to \$1500 a year.

Mick Horne raised concern that reimbursements to Board Members was not transparent enough in the Treasurer's Report. In his time as Treasurer he ensured that it was clear what the reimbursement was for and suggested that the new Treasurer do so too.

Grant Brown noted the concern and agreed with it in part, but noted that that although the 'memo' had been brief, the entry within MYOB is detailed. He would try to amend the 'memo' field to detail the reimbursement if possible.

Grant Brown reported that the President had approved by email, a donation of \$100 in lieu of flowers to the Westmeade Hospital in memory of esteemed member Richard Jones. This cheque would be forwarded shortly with a covering letter.

The Treasurer's Report in full, is annexed to these Minutes.

MOTION: That the Treasurer's Report as annexed to these Minutes be Received and Accepted.

Moved: Steve Panozzo

Seconded Rolf Heimann

CARRIED.

08/007

- 8.3 Membership Secretary's Report
No activity.
- 8.4 VP Western Australia
Members continuing to meet once a month. James is contact non active members one on one to ascertain if the Association is meeting their needs and to get them more involved in activities.
Norm Hetherington is visiting in April and it is hoped that James can catch up with him in the hope that he can attend a meeting.
James is responsible for distributing Inkspot. The status of which is at the printers and should be ready for distribution next week at the latest.
- 8.5 VP Victoria
Rolf is continuing with meetings every two months. Last meeting saw a guest of honour in a collector and psychiatrist. It is hoped a clown doctor representative can join the next meeting in April, which is appropriately titled "Fools".
A visit to Bendigo is still pending a reply from the Gallery which has not been forthcoming.
Rolf is continuing to make films with Stuart McCrae the next subject.
Continue to work on exhibition in China as well as Indonesia.
- 8.6 VP South Australia
Nil to report.
- 8.7 VP New South Wales/ACT
Funeral for Richard Jones held yesterday. Difficult to get an ACA representative, though Earl Budden did attend. Steve hopes to catch up with Richard's widow and daughter soon.
President's dinner has been hosted and a Life Membership awarded to Norm Hetherington. Attendance was a little disappointing with approximately 25, but this could be due with only email invitation. It was nice to see Rolf and Lila come up from Melbourne and Peter from Adelaide.
It was suggested that each State hold it's own President's dinner.
Semi-regular coffee mornings similar to SA is in place. Steve has spoken to Stuart Hale about ideas.
Roger Fletcher suggesting workshops and talks.
Still chasing State Library exhibition idea.
- 8.8 VP Queensland/NT
Attention has been focused on securing venue for 2009 and establishing listing of dignitaries.
Unable to contact Members as does not have the software capability to convert the excel file.
It was noted that unfortunately the Excel software update would not be useful unless the program had already been installed.
ACTION: Mick to provide excel file to Secretary who will convert it to contact cards and forward to Paul.

MOTION: That Reports 8.1, 8.3, 8.4, 8.5, 8.6, 8.7 and 8.8 be accepted.
Moved: Rolf Heimann
Seconded: James Foley
CARRIED.
08/008

8.45pm Jules Faber welcomed to the Meeting.

- 8.9 Stanley Awards Sub Committee
8.9.1 *Coffs Harbour 2008*
Conference – Jim Borgman to participate in seminar.
Business Centre – hope that we can encourage companies to stock the Centre so that working cartoonists can continue to work unaffected.
Discussed getting Apple and Adobe involved.

8.50pm Jason Chatfield welcomed to the Meeting.

Trade stalls – Steve is working on this idea and will report back once he has established suitable traders and gauged their interest.
Conference to commence at 11am with trade stalls and workshops.
12.30pm – 2pm a sit down lunch (buffet style) to enable colleagues to mingle.
2pm – 2.45pm audience with Jim Borgman
2.45pm – 3.30pm guest speaker.
3.45pm conclude.
Awards – winners of awards sign and draw on the canvasses positioned around the room which can be auctioned at the end of the night.
Jon English has agreed to be the MC and perform a couple of acoustics.
Have contacted George Negus.
Discussion regarding Brad Wightman performing his speed painting act and payment for services. It was suggested that a complimentary dinner be offered.

MOTION: ‘.....that the Novotel Pacific Bay Resort be accepted as the venue of choice for the 2008 Stanley Awards, and that Jules Faber or Kerry-Anne Brown be delegated responsibility to sign the Contract’.
Moved: Steve Panozzo
Seconded: Jason Chatfield
CARRIED.
08/009

8.9.2 *Gold Coast 2009*
Royal Pacific Pines Resort – Paul, Michelle, Grant and Kerry-Anne inspected the site and although the ball room would suit our needs, it did not have the wow factor that would be required. The tennis court however did. The Board was asked to refer to the website as mentioned in the Report to preview photographs.

MOTION: '.....that the Royal Pacific Pines Resort be accepted as the venue of choice for the 2009 Stanley Awards, and that Paul Zanetti or Kerry-Anne Brown be delegated responsibility to sign the Contract'.

Moved: Steve Panozzo

Seconded: Jason Chatfield

CARRIED.

08/009

8.10 Promotional Committee

Peter is seeing the website developer next week with Dave. There have been technical delays which were unexpected. These will be resolved asap and the upgrade activated.

As per the President's Report, the Promotional Committee headed by Dave Allen seeks approval for an additional Budget of \$2500 being for a mailout every three months promoting members.

MOTION: 'That the Promotional Committee be granted an additional Budget of \$2500 per annum specifically for a mailout every three months promoting members.

Moved: Steve Panozzo

Seconded: Mick Horne

CARRIED.

08/010

9. **General Business**

Nil.

10. **Next Meeting scheduled for April 2008.**

11. **Meeting Close**

With there being no further Business, the Meeting was declared Closed at 9.28pm.

Peter Broelman

PRESIDENT

AUSTRALIAN CARTOONISTS' ASSOCIATION
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Attachment 8.2 Treasurer's Report

RECONCILIATION (JANUARY 2008) ACA Operating Account

ID#	Date	Memo/Payee	Deposit	Withdrawal
Cheque Account: 1-0100 Operating Account				
Date of Bank Statement: 31/01/2008				
Reconciled Cheques				
1407	14/12/2007	NSW Office of Fair Trading		\$44.00
SC310108	2/01/2008	Merchant Fees		\$177.43
BPay	9/01/2008	Australian Taxation Office		\$1,305.00
		Total:	\$0.00	\$1,526.43
Reconciled Deposits				
IE310108	2/01/2008	Credit Interest	\$35.45	
		Total:	\$35.45	\$0.00
Outstanding Cheques				
80003133	6/03/2007	Iris Iwanicki & Associates		\$500.00
89498843	6/03/2007	Telstra		\$129.28
89498925	6/03/2007	Australia Post		\$57.25
89498994	6/03/2007	CVOS		\$104.17
1408	14/12/2007	Warilla Bowls & Rec Club		\$90.00
1409	14/12/2007	Crows Nest Picture Framing		\$400.00
DD	4/01/2008	Grant Brown Reimbursement – scouting of Stanley Venus Coffs Harbour and Gold Coast		\$1,500.00
		Total:	\$0.00	\$2,780.70
Reconciliation			MYOB Balance on 31/01/2008:	\$22,780.52
			Add: Outstanding Cheques:	\$2,780.70
			Subtotal:	\$25,561.22
			Deduct: Outstanding Deposits:	\$0.00
			Expected Balance on Statement:	\$25,561.22

