

**Report of the 190th Meeting of the Board of Nga Taonga: Sound & Vision
(The New Zealand Archive of Film, Television and Sound
Nga Taonga Whitiāhua Me Nga Taonga Korero)**

Friday 7 November 2014

Board members:

Jane Kominik (Chair), Derek Fox, Judith Fyfe, Louise Baker, Morris Love, Nathan Hoturoa Gray

In Attendance:

Frank Stark, Chief Executive; Huia Kopua, Deputy Chief Executive/Pou Arahi; Charles Purcell, Treasurer; Steve Russell, Governance Advisor

Briefing to the Incoming Minister

It was agreed that the Chief Executive authorise the Ministry to release the Briefing to the Incoming Minister and that Nga Taonga post the document on its website.

Update from Chief Executive

It was agreed that Nga Taonga continues to verify the size of the current collection at Avalon and establish and confirm the extent of Nga Taonga's obligations under the relevant Transfer Agreements relating to the management of the Avalon collection.

It was agreed that the Chief Executive provide an update to the Board meeting in December

Finance

RESOLVED THAT the Financial Report for the quarter ended 30 September 2014 be noted and approved.

RESOLVED THAT the Board agrees that the balance of the Term Loan on the purchase of the land at Northpoint be paid off in full and that Bank of New Zealand be instructed to draw up the relevant paperwork.

RESOLVED THAT the Board appoint Deloitte as Auditor for Nga Taonga Sound and Vision for 2014-2015.

Annual Accounts and Annual Report 2013-2014

RESOLVED THAT the Letter of Representation to Deloitte be signed by the Chair for and on behalf of the Board.

RESOLVED THAT the Board note the Audit Report

RESOLVED THAT the Board, with the removal of the words "The Guardian Trust" in *Note 4* and confirmation from Deloitte on the entity name, the Board accept the financial statements of the New Zealand Film Archive for the year ended 30 June 2014.

THAT with the amendments noted the Board approve the final draft of the Annual Report 2013-2014 for the New Zealand Film Archive

Engagement Survey

It was agreed that the update on the Engagement Survey Response Action Plan be noted and that the Chief Executive provide a further update report to the February meeting of the Board.

Annual Report

Draft Annual Report and Audited Annual Accounts 2013-2014

It was agreed that a final draft of the Annual Report and Audited Annual Accounts will be presented to the Board at its November meeting for approval.

Sector Engagement

RESOLVED THAT staff be asked to report to the December Board meeting on planning for a programme of sector seminars in Wellington, Auckland and Christchurch to be hosted in early 2015.

Supporters Organisation development

RESOLVED THAT staff develop a detailed plan for a Nga Taonga Sound & Vision supporters organisation.

RESOLVED THAT progress reports be provided to the December and February Board meetings.

Reports

Fundraising and Sponsorship

It was agreed that the Chief Executive provide a fundraising plan to achieve the 2014/15 Sponsorship and Grants target of \$60,000 to the 12 December Board meeting.

It was agreed that the Chief Executive provide a fundraising strategy for approval at the Board meeting in February.

Christchurch accommodation

It was agreed that Nga Taonga seek to extend its lease on the Cashel Street premises until 2016.

Cinema Upgrade Progress

It was agreed that the Chief Executive provide three costed options for i) a simple refresh; ii) an upgrade and overhaul and iii) a complete rebuild of the cinema to the February meeting of the Board.

Next meeting:

192nd Board meeting: Friday 12 December 2014