



Out of the Asylum Inc. Writers Group

MINUTES

ANNUAL GENERAL MEETING

Saturday 27 October 2018, 1.30pm – 4.00pm

Pavilich Room, Fremantle Arts Centre, 1 Finnerty Street, Fremantle

MEETING COMMENCEMENT: 1.41pm

Julie Watts, President, opened the meeting and welcomed all present.

PRESENT:

Julie Watts (President), Veronica Lake (vice-President), Leanne Searle (Treasurer), Rita Tognini (Secretary), Maureen Gibbons, Marlish Glorie, Jan Napier, Richard Regan, Daphne Milne, Rosie Barter, Annamaria Weldon, Carolyn Abbs, Lucy Czerwiec, Liz Hearnden, Josephine Clarke, Richard Alderson, Laurie Smith, Kevin Gillam, Sarah Leighton, Jenny Jones, Peter Burges, Rod Mackay, Tracey Freakes, Aileen Hawkes.
Eugenia Howell (non-member).

APOLOGIES: Vivienne Glance, Rachael Petridis, Rose van Son, Yvonne Patterson, Maggie Van Putten (gave written proxy to Julie Watts), Annie Robinson (gave written proxy to Julie Watts), Mary Jarzabkowski, Flora Smith.

CONFIRMATION OF MINUTES OF THE AGM, 21 OCT. 2017

The minutes of the AGM held 21 October, 2017 were read and accepted.

Moved: Leanne Searle

Seconded: Jan Napier

Carried

PRESIDENT'S REPORT

Julie Watts, President, presented her report on 2018, which is attached to these minutes.

Moved: Rita Tognini

Seconded: Josephine Clarke

Carried

TREASURER'S REPORT

The Treasurer's report was presented Leanne Searle and is attached to these minutes.

Moved: Maureen Gibbons

Seconded: Rita Tognini

Carried

MEMBERSHIP REPORT

Richard Regan presented the membership report, which is attached to these minutes.

Moved: Julie Watts

Seconded: Veronica Lake

Carried

RETIRING COMMITTEE MEMBERS

Maureen Gibbons was retiring after serving on the committee for four years and Rae Hilhorst had to retire mid-year because of work commitments. On behalf of the OOTA committee and members Julie Watts thanked both Maureen and Rae for their work on the committee on the Mentor Program. Julie also acknowledged Maureen's wonderful contribution as Spilt Ink Coordinator and *Westerly* liaison person, and her support in organising the film night, and presented her with flowers as a token of thanks.

ELECTION OF COMMITTEE

All positions on the OOTA Committee were declared vacant. Written Nominations had been received, with the following elected to respective the positions:

- President: Veronica Lake
- Vice-President: Julie Watts
- Secretary: Rita Tognini
- Treasurer: Leanne Searle
- Ordinary Committee Members:
Richard Regan, Jan Napier, Marlish Glorie, Rose van Son, Jenny Jones, Peter Burges.

Jenny Jones and Peter Burges were welcomed as new committee members.

Incoming President, Veronica Lake thanked Julie Watts for her enormous contribution to OOTA during her 5 years in the role and presented her with flowers as a token of recognition for her work.

SPECIAL RESOLUTION

The President explained that the *Associations Incorporation Act 2015 (WA)* required all WA incorporated bodies to develop a new constitution (now called 'Rules') in line with that legislation by 1 July 2019. The legislation aimed to help organisations better serve their membership. The OOTA committee had decided to adopt the 'Model Rules' template provided by the Department of Mines, Industry Regulation and Safety (DMI&S) as the *Out of the Asylum Inc. Rules*. The new Rules had been sent to all members along with notice of the AGM.

The special resolution proposed that:

The new *Out of the Asylum Inc. Rules*, developed to comply with requirements of the *Associations Act 2015*, be adopted.

Rita Tognini moved that the special resolution be accepted. Seconded: Jan Napier.

Discussion of the resolution related to queries as about the development of OOTA policy and operational guidelines under the Rules.

Following discussion, the motion for the resolution was put by the President and carried unanimously.

GENERAL BUSINESS

1. Membership fees for 2019

A motion was moved from the Chair for an increase to OOTA fees 2019 as follows:

Fully employed: \$60.00 (up \$10.00)

Concession: \$40.00 (up \$5.00)

It was pointed out that the proposed increase was the first in many years. Julie Watts seconded the motion.

In the discussion that followed, Liz Hearnden expressed the view that the increase was most appropriate. Peter Burges requested information about how funds were spent. In response the Chair explained that the bulk of OOTA's expenditure was on the following activities:

- tutor fees for the fortnightly poetry and prose classes;
- room hire subsidy for these classes;
- room hire costs associated with other workshops organised by OOTA;
- payment of judges and provision of prizes for the Spilt Ink Competition; and
- costs associated with production of the OOTA anthology.

Following the discussion, the motion was put and carried.

2. Initiatives for 2019

2.1 OOTA Publication

Veronica, the incoming President announced that OOTA would be producing an anthology of members' writing in 2019 on the theme of 'Place'. The guidelines for would be publicised very soon in Network Tuesday and the on the OOTA website. All members were strongly encouraged to submit work for the anthology.

2.2 Workshops

A number of workshops were planned for 2019, starting with a workshop in early February by novelist and short story writer, Sue Midalia, on 'Place'. Information about other workshops would be publicised in Network Tuesday.

2018 OOTA SPILT INK COMPETITION AWARDS

The judges for the award were Marcella Polain (poetry) and Rosemary Stevens (prose).

Marcella Polain was not able to attend because of a family bereavement and sent her apologies. In her absence, Maureen Gibbons read Marcella's report and announced the winners:

First Prize - Kevin Gillam - [small religion](#)

Second Prize - Kevin Gillam - [Airfix hours](#)

Third Prize - Jan Napier - *The Bridge*

Highly Commended - Kay Cairns - [Wacol Migrant Hostel](#)

Highly Commended - Josephine Clarke - [It is Enough](#)

Rosemary Stevens presented her report and announced the winners:

First Prize - Josephine Clarke - *Looking for the Grain*

Second Prize – Tracey Feakes - *His Dog*

Third Prize – Tracey Feakes - *Christmas Cheer*

Highly Commended - Rod Mackay - *Moscow Heat*

Highly Commended - Eugenia Howell - [The Promise](#)

Veronica warmly congratulated the winners of each section, and all other place-getters. Kevin, Josephine, Jan, Kay and Tracey then read their work.

The meeting concluded at 2.45pm

President: Julie Watts

Signature: Julie Watts

Date: 1 March, 2019

PRESIDENT'S REPORT, Oct 27th 2018

Welcome every one.

2018 has been a very successful year for OOTA.

OOTA writers have been represented in journals, anthologies, competitions, literary awards, artistic projects and performances, the Perth Writers Festival and readings at the Perth Poetry festival.

We have had **book launches** starting in February with Renee Pettitt-Schipp, then Carolyn Abbs, Maddy Godfrey, Kevin Gillam, Flora Smith, Annamaria Weldon, Tineke Van Der Eecken and mine to follow this month.

Prose Class has continued with Helen Hagemann and various tutors including Veronica Lake, Mags Webster and Laurie Steed. **Last Prose class for 2018** is 30th November

Poetry Class with Shane McCauley has grown in popularity and lunch at the FAC Cafe is a welcome gathering of networking and catching up with writing friends and the meeting of new ones. **Last Poetry class for 2018** 7th December:

Prose classes with sessional tutors will commence February 8, 2018.

Poetry with Shane McCauley will **recommence** on January 18 2019

The OOTA saturday afternoon workshops have been well attended by OOTA members and the writing community. We have had: Laurie Steed, Jackson, Cath Drake x2. More to follow in 2019 with Susan Midalia, Helen Hagemann and others.

In June we had a **Movie fund-raising night**. It was a fun night and we aim to have another in 2019. Thanks Marlish.

OOTA's collaboration with **Westerly** continues with all financial members receiving the Nov issue. This year's Westerly will be handed out at the Christmas party which will be held in the FAC on Dec 14, 1-4pm.

The Spilt Ink Competition is a bi annual event and was held this year.

The results will be announced shortly by the judges.

WA Writers United The collaboration between the community centres continues with information, news, invitations shared between the communities with discounts to workshops applicable for members. This connection plays a valuable part in supporting the WA writing community.

I would like to thank the 2017-18 committee. They have been such an energetic and vibrant team.

2017-18 OOTA Committee has been:

Veronica Lake	VPresident
Rita Tognini	Secretary
Richard Regan	Membership
Leanne Searle	Treasurer
Maureen Gibbons	Spilt Ink Coordinator/ Mentor Program/
Marlish Glorie	Spilt Ink Coordinator/Mentor Program/Workshops/Fund-raising.

Jan Napier Poetry Bites
Rae Hilhorst Mentor Program
Myself. President/NT

Retiring Members:

Rae Hilhorst and Maureen Gibbons are both leaving the OOTA Committee.

I would like to thank Rae Hilhorst and Maureen for all their work, their involvement in the mentorship program which was very successful, and Maureen for her involvement with the Spilt Ink Competition and the Film night in June.

GIVE PRESENTS

I am retiring from presidency.

Veronica will announce details of the OOTA Anthology the Committee will be publishing in 2019.

Being president over the last 5 years has been a challenging and rewarding experience for me and I have enjoyed working with such amazing people/friends.

Thank you.
Julie Watts

TREASURER'S REPORT

Out of the Asylum Income and Expenditure Statement 20th October 2017 – 26th October 2018

Balance as at 20th October 2017			5,275.38
Income	Budgeted	Actual	
Membership	3,300.00	4,425.00	
Spilt Ink Competition	200.00	633.00	
Donations	0.00	456.20	
Movie Night	0.00	921.00	
Westerly Postage	0.00	105.00	
Workshop Income	0.00	870.00	
Total Income			7,410.20
Expenses			
Spilt Ink Competition	1,200.00	1,372.00	
Insurance	700.00	682.00	
Book Launches	200.00	0.00	
Correspondence Expenses	350.00	200.50	
General Expenses	200.00	421.96	
Subsidised Classes	1,500.00	1,295.00	
Movie Night fundraiser	0.00	576.00	
Donations	0.00	0.00	
AGM Expenses	550.00	508.00	
Westerly	1,200.00	1,440.75	
Professional Subscriptions	0.00	135.00	
Workshop Expenses	0.00	1,136.00	
Social Media Forum	0.00	0.00	
Christmas Lunch	0.00	0.00	
Website costs	0.00	0.00	
Total Expenses			7,767.21
Balance as at 26th October 2018			4,990.37

Treasurer's Report for AGM
26th October 2018

Cash Projections for 2018-2019

Starting Balance	4,990.37
Expected Income	
Membership	4,100.00
Donations	100.00
Westerly postage	75.00
Total Expected Income	4,275.00
Expected Expenses	
Insurance	700.00
Book Launches	200.00
Correspondence Expenses	350.00
WritingWa Subscription	135.00
AGM expenses	150.00
General Expenses	200.00
Subsidised Classes	1,500.00
Westerly Journals	1,500.00
Total Expected Expenses	4,735.00
Expected Ending Balance	4,530.37

Leanne Searle

MEMBERSHIP REPORT

Since the last AGM:

- 15 new members have joined
- 3 members failed to renew for 2017/18
- 3 members have resigned in 2018.

Our current total membership stands at 108 of which 97 fee paying members.

There are 4 mentees with complimentary membership to 30 June 2018 and 9 are Honorary Members, 2 have chosen to pay their subscriptions.

We do, however, have 15 members who have not yet renewed for 2018.

The approx breakdown of membership is:

- 25% are prose only writers
- 40% poetry only writers
- 35% write both prose and poetry.

Richard Regan