

**MINUTES OF CINEMA FOR ALL AGM 2016**  
(trading name of British Federation of Film Societies)  
6 November 2016, The Workstation, Sheffield

**Date/Time:** 6 November 2016  
**Location:** Creative, Showroom & Workstation, 15 Paternoster Row, Sheffield, S1 2BX  
**Staff/ board present:** Tim Swanwick (Chair)  
Gemma Bird (Vice Chair)  
Katherine Sellar (Board Member)  
Peter Mitchell (Secretary)  
Graham Hill (Treasurer)  
Tony Thorndike (Board Member)  
Carlota Larrea (Board Member)

Deborah Parker (Cinema For All Managing Director)  
Jacqueline Chell (Cinema For All Operations and Development Manager)  
Mark Riddington (Cinema For All staff)  
Sarah Christie (Cinema For All vol)

**1. Welcome by the Chair**

Cinema For All Chair Tim Swanwick welcomes attendees and introduces the nine board members. Each board member then introduces themselves.

**2. Those present and apologies for absence**

Chorley Empire Community Cinema sends their apologies in advance for being unable to attend.

**3. Adopting the minutes of the 2015 AGM**

Proposed by Aysegul, Portsmouth Film Society, seconded by John, Manchester and Salford Film Society.  
Passed by a show of hands.

**4. Matters Arising from the minutes**

TS notes that the Pay It Forward initiative has gone live, and thanks attendees for their support of the initiative.

TS notes that diversity continues to be a big issue for Cinema For All, and that the organisation is continuing to look at ways to diversify their board of trustees and staff.

TS notes that, in response to last year's AGM, the FSOY selection and judging process has been clearly and transparently explained via the Cinema For All website. TS notes the diversity and quality of this year's awards shortlist and awards winners.

**5. Chair's Report 2015/16**

As Chair for the 2015-16 financial year, Katherine Sellar summarised her Chair's report, and thanked the Cinema For All staff and volunteers for their work throughout the year. She noted the appointment of new

Cinema For All staff members Abigail, Mark, and Morvern, and new board members Graham and Carlota. A full copy of the annual report is available on the Cinema For All website.

## **6. Adopting the 2015/16 Annual Report including the annual Accounts**

Presented by Graham Hill, treasurer

- Graham notes that income is growing and the accounts are very well managed – profit-loss shows an excess of income over expenditure – but diversifying into new areas might be essential as the funding environment is currently difficult
- Staff costs have increased – it's a competitive market, and to get the right people we have needed to increase wages
- Overall, a year of consolidation. We need to ensure Xero, our new accounting software, is being used effectively, and need to consider diversifying to be resilient in an uncertain funding climate
- A new, local company is recommended to take over from current examiner who is about to go on maternity leave, to do the external examining of this year's accounts

Julia Vickers, Bracknell FS asked if will there be an additional cost in order to make this change. Graham suggests it will be an increase of around £300 - £350.

Approval of the accounts was proposed by James, Hull Independent Cinema. Seconded by John, Manchester and Salford Film Society. Approved by a unanimous show of hands.

Approval of the appointment of a new external examiner was proposed by Julia, Bracknell. Seconded by Tony Thorndike, Harrogate Film Society. Approved by a unanimous show of hands.

## **7. Approving annual subscriptions for 2016/17**

A paper was pre-circulated suggesting rates stay the same. Acceptance of not changing the annual membership rates was proposed by David Andrews. Seconded by Portsmouth Film Society. Approved by a unanimous show of hands.

Deborah Parker suggested that at next year's AGM we should have a discussion of different membership packages, schemes, and rates, with a view to gaining membership income.

An attendee suggested that a modest increase each year would likely be acceptable to people, as three-figure membership could be a psychological barrier for people.

## **8. Election of the Trustee(s)**

There are two vacant places on the board. Zoe Ellis Moore from SoCiMa was proposed by Carlota and Jerry Ward, Fleet Film Society as a new trustee. TS invited her to speak. ZEM gave a summary of her pre-circulated candidate statement.

ZEM leaves the room and a vote is taken on whether ZEM should join the board. For: 21. RON (reopen noms): 0.

TS congratulates ZEM and welcomes her to join the board.

Jerry Ward asked if we should co-opt a board member to fill the second vacant trustee spaces. Peter Mitchell responds, stating that a board member can be co-opted to become a trustee, but they would not have voting rights. This process is usually only done when a trustee is needed for a specific purpose / role.

Peter explains that the board make up has been changed over the years to have four elected trustees (rather than two), and five appointed trustees. This helps ensure the board is more representative of the organisation's members. Peter states it is essential for the board to be fully representative of the wishes and desires of Cinema For All's membership. The conduit for that is through the elected trustees. Peter states that it is therefore important to try and fill both elected positions.

He suggested three reasons that people may be reluctant to join the board:

- The grassroots members of your film societies don't know there are positions available on the board of trustees for elected trustees. Peter asked if the information prepared by Cinema For All staff is reaching all members.
- Trustees are a little daunted as they are unsure as to what the role entails. The feeling that is unknown may be a problem.
- No one is particularly interested in the board of joining Cinema For All.

Aysegul remarks that perhaps members do not know if the board needs their skills.

Peter comments that this is why there are both elected and appointed trustees. It is for your film society to say who they would like to represent them on the board. It is not for the trustees to say if a potential elected board member is appropriate or not.

Appointed trustees are appointed by the board when they need someone with specific skills – for example, Graham was asked to join the board when the board felt they needed a skilled accountant.

JV suggested there is a lack of engagement between the members and the board, and the board need to do more to engage actively with the organisation's membership.

Peter states he would like to visit film societies, but regrets he has not done this as yet. JV believes this would be beneficial. She suggests you need to reach people directly to get them to engage.

Brian, South-West Group, asks if someone on the board could come to visit their film societies, to engage more with them.

Catherine, Aunty Social, agrees that face-to-face engagement, and being understanding and approachable, is essential for members to feel like the organisation is 'for them', and that there could be a place on the board for them.

In response to JV's comment, DP suggests we can offer more communication between trustees and members. We can alert people to know when trustees will be at film-related events, such as screening days, so Cinema For All members know who is there, and who they can talk to. DP suggests that the members could also be involved more in the board's working groups. This could be a quick way to create a better dialogue between members and the board.

John, Manchester and Salford, suggests that if more trustees are wanted, adding more to their workload (for example, travelling around the country to meet film groups) will not assist with encouraging people to put themselves forward.

Peter states that there are no obligations on trustees to visit film societies. There are only four board meetings a year, plus occasional special meetings. Peter hopes this will not be too onerous to people.

**The AGM was officially drawn to a close and a members' questions and open forum followed.**