



ARCADIANS THEATRE GROUP

Annual Report

Year ending December 2022

FROM THE PRESIDENT

2022 was a year of “Creative Genius” and “Annus Horribilis” all rolled into one for the Arcadians Theatre Group. Now that I have your attention, let’s delve into what has made it so!

We are so fortunate to have capable, experienced production teams to bring only the best live performances to our audiences. At the time of last year’s AGM, *When the Rain Stops Falling* was on stage. Ably Directed by Peter Scrine and set designed by David Thomas, the production team and cast excelled in this masterpiece of theatre.

Arcadians Children’s Theatre presented *Xanadu Jr* in April/May again to sell out audiences. The team of Janne-Maree McNeice, Tina Wallace, Valerie Joy Hull and Pauline Young again produced outstanding efforts from our kids. The quality of every production just keeps on getting better!

June 2022 saw *Be More Chill* hitting the stage under the Direction of John Reynolds and Producer Jason Ayers. Musical Director Adele Masters and Choreographer Troy Lester-Reynolds. This fast moving, exciting production saw audiences flocking back to the Miners Lamp.

2022 was our 25th Anniversary of owning the Miners Lamp Theatre and we had to celebrate. Director Kerrie Hartin along with Valerie Joy Hull and Pauline Young put together a stella team and cast to help the celebrations along. *Salute to 25 Years at the Miner’s Lamp Theatre* showcased our talented performers and our history at the theatre. This was also the first time we partnered with Jaffa at the Corrimal RSL to offer patrons a dinner-show package that was enthusiastically received. We also had the pleasure of inviting Di Richards (Di Dun) to be our special quest performer allowing past members the opportunity of catching up with Di.

ACT returned in September with *Legally Blonde the Musical Jr.* which the cast thoroughly enjoyed presenting to full houses. Patrons and performers had to contend with the World Cycling Championships that were held in Wollongong to world focus with blocked road access and crowds. Thankfully, it all worked smoothly.

Our final production for the year was the mammoth production of *Les Misérables* at the Miner’s Lamp. Many said it could not be done but were they wrong. Production team led by Malcolm White, Angela Quinn, Rowan Keyes, Natalie Bazun-Coates and David Greer pulled off the spectacular sold out production. A masterpiece of theatre took place on our stage for which we all should be very proud.

On a sadder note, we celebrated the life of Life Member Diana Brown in October with a service at the Miner’s Lamp. Diana passed away in October. Her service to Arcadians over many years was exemplary and she has left a lasting impression on all those that knew her.

In July 2022, we were approached by Wollongong City Council (WCC) after a complaint from neighbours to advise us that “At the time of the DA approval on 5 May 2005 Council had no approval in place for the venue to be used as a “place of entertainment”. It went on to say “From a legal point of view, Arcadians should not be using these facilities as no occupation certificate has been issued”. Their advice was to seek our own legal advice.

Our honorary Solicitor recommended a specialist solicitor in property law, Foundation Law, and we engaged them same day. They then approached WCC to get assurances that they would not close

the theatre which Council agreed to. Our “Salute to 25 years at the Miners Lamp” concert was in jeopardy of being cancelled.

Since then, Foundation Law have researched all our paperwork and the legal aspects since 2005 to prepare a draft submission to WCC.

In the interim, we had submitted a DA application to build a foyer extension and access ramp at the eastern boundary facing Princes Highway. That was approved towards the end of 2022 with the condition that the LED sign on the front awning be removed. Our solicitor is now drafting a precedent statement to be put into the draft seeking to reverse the LED removal condition.

In addition, we are required to submit a Building Certifiers report based on the National Construction Code when the DA application is to be submitted to WCC. After a couple of site inspections by the Building Certifier, his report arrived Christmas Eve. The report highlights the areas of the National Construction Code that we currently do not meet. Our team of David Greer, Phil McNeice and I have become very familiar with Clause H.101 of the Building Code that applies to places of public entertainment; highlighting a number of Fire safety issues that will need to be addressed prior to the report being submitted with the DA.

The Building Certifier’s report highlights a significant number of fire protection issues that will need to be addressed in coming months including installation of 8 fire doors, a smoke extraction system on stage, walls to be fire proofed, installation of a fire panel to control all the fire protection measures, and possible replacement of the stage with appropriately rated load capability among other issues. These are being costed and information gathering progressively giving us a better picture what this will mean for the Group. We will keep you informed as developments occur but suffice to say we still have a long way to go before we can feel secure in continuing to operate out of the Miner’s Lamp Theatre. And there will be considerable expense and likely fund raising involved in rectifying the facility. As a result of noise complaints from our neighbours, we also replaced the exit door on the southern side of the building with a soundproof door and added noise reduction components to the air conditioning units which improved performance as well.

I would like to thank the various groups that have made Arcadians what it is. Their reports appear below and they explain what great contributions all our volunteers make. Every member adds value to what we can achieve as a theatre company.

I would like to thank the hard working Board of Director’s for their support over the past twelve months. Every person has taken on the responsibility of being a Company Director in the true spirit of their legal obligations. I thank Jason Ayers for his contribution before he retired as Marketing Manager due to personal reasons. His position was then taken up by Isabella Cuff with a steep learning curve required over a short period of time. To Kerrie Hartin whose time and effort required for the Secretary’s job is invaluable. Thank you to our Treasurer Lauren Eade who has decided to retire from the Board at this AGM. Lauren has managed to bring our accounting systems up to date and will be handing over to the new Treasurer, a vastly improved package to manage. Unfortunately, Natalie Bazun-Coates has also decided not to stand this year. Her contribution to revamping the Refreshment Bar and introducing new members to the Group has resulted in an amazing transformation of the service. To other Board members, I thank you for your continued support and hard work. To Stephen Barnes who assisted Lauren with her duties on top of his own responsibilities deserves mention.

There is a Constitutional change that we present to members for your consideration. Your Board strongly encourages you to agree with the changes. They are aimed at more clearly defining our status as a Deductible Gift Recipient (DGR) and continuance of our Register of Cultural Organisations (ROCO) status.

In spite of all the challenges raised above, we have been able to make a considerable profit from our activities over the year whilst spending on up-grading aspects of the theatre and legal fees (\$10,000).

Details of these purchases are in the Technical Managers report. Please refer to the Auditors report for the details on our final annual financial results.

Steve Sanders
President

TREASURER'S REPORT

*On behalf of the Arcadians Board- I present you with the Annual Treasurer's Report for 2022.
Our accounts were audited by KH Accounting and Financial Group.
These reports are being presented today.*

Income

We staged 6 productions, 4 adult shows and 2 Arcadians Children's Theatre (ACT) productions.

Total income: \$202,358

Show Profit

<i>When The Rain Stops Falling</i>	<i>March 2022</i>	<i>\$7,775.49</i>
<i>Be More Chill</i>	<i>June 2022</i>	<i>\$5,409.49</i>
<i>SALUTE- 25th Year Concert</i>	<i>August 2022</i>	<i>\$7,299.89</i>
<i>Les Misérables</i>	<i>November 2022</i>	<i>\$34,582.10</i>

ACT Show Profit

<i>Xanadu JNR</i>	<i>April 2022</i>	<i>\$4,807.56</i>
<i>Legally Blonde JNR</i>	<i>September 2022</i>	<i>\$5,177.43</i>

We were pleased to finally bring Xanadu Jr and Be More Chill to audiences after 2021 postponements, and very happy to see a profit for every show that was staged in 2022.

Donations

Thank you to those who made a charitable donation to the group- allowing additional funds of **\$3,140**

Costume Hire

The hardworking people of the Costume Room hired out numerous items- making a profit of **\$10,952**

Hire

Prop/Set Hire brought in **\$468**

Refreshments

Upgrading the Refreshment Bar, with beautiful new signage, and significant re-stocking post COVID didn't prevent a profit of **\$2711**

Grants

Nathan Brown & team did a wonderful job obtaining many grants for the group in 2022, and these created additional income of **\$14,049** for the group's endeavours

Expenses

Outside of standard show costs, notable expenses include:

- \$10,858 for Legal and Professional expenses relating to building certification and DA requirements

2022

This year we saw a return of our usual quantity of shows – post a more diminished few years. This has allowed for the cash flow necessary to ensure that our venue continues to operate as a top quality entertainment venue.

2023

Aims for 2023:

- Create a budget template that can be utilised for the group on an ongoing basis
- Accurate asset review to ensure insurance accuracy and record keeping

In Summary

We finished 2022 with a profit of \$58,741- a good result.

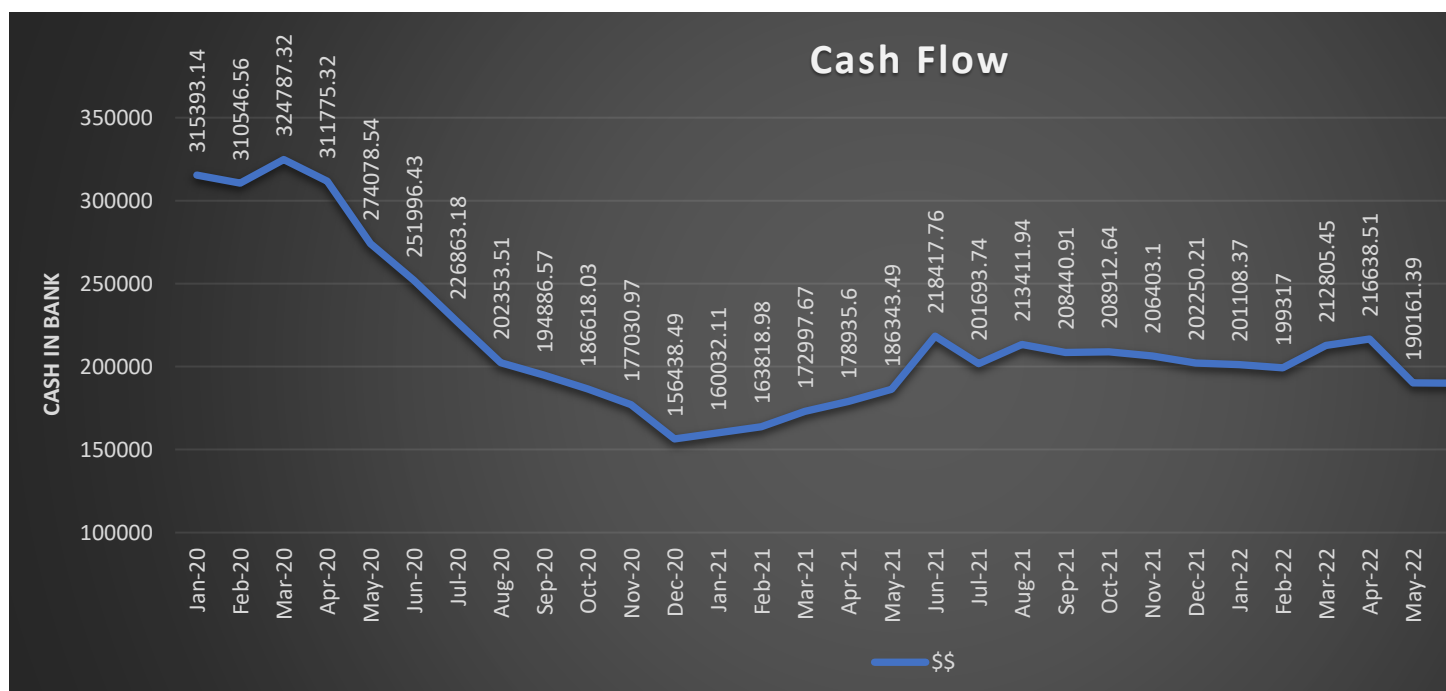
The balances of our accounts at Illawarra Credit Union (at 31 Dec 2022) were:

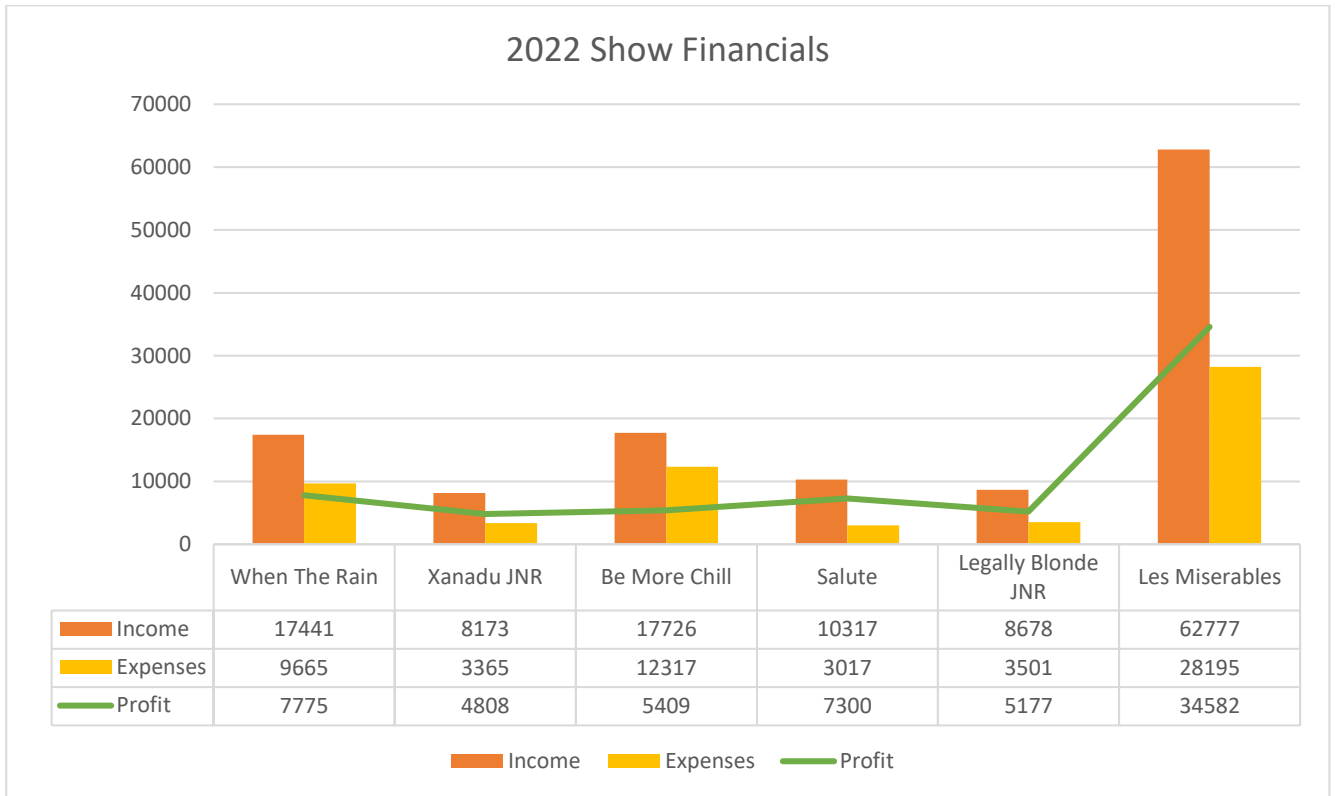
General	\$60,066
Saver	\$52,567
Maintenance	\$11,532
Public	\$83,201
Total	\$207,366

Total Liabilities \$19,688

We are in a strong financial position and will continue to meet our financial obligations for the foreseeable future.

Thank you to all of the Board for your assistance this year- navigating new babies & commitments- and particularly to Kerrie and Stephen for backfilling my responsibilities at times. You are very much appreciated!





Lauren Eade
Treasurer

SECRETARY'S REPORT

Secretarial duties are much the same from year to year – creating the Agenda, managing Board reports, recording the Minutes and Incoming & Outgoing Correspondence for the monthly Board Meetings, and maintaining Membership records for all branches of Arcadians.

From year to year, other tasks include preparing the last AGM Minutes in preparation for the upcoming AGM including finalizing the Annual Report, mail out notifications of any motions to be dealt with to the simple voting slips.

As Business Manager, 2022 had its issues with at least three proposed shows being unavailable which delayed the announcement of our 2023 season. To circumvent this problem, I will ascertain availability once we receive submissions which should speed up the process.

I have also taken on creating a Members' Newsletter which has been received well.

As a relatively new member of just 7 years, I was honoured to co-ordinate the Salute to 25 Years at the Miner's Lamp celebration concert in August.

Kerrie Hartin
Secretary

BOX OFFICE REPORT

Sales at the box office have gone well this last 12 months, with Les Misérables selling out well before opening night. All 2022 shows were well received by the audiences.

TryBooking is also now being used for auditions which is also working well.

We have also welcomed new helpers in the box office, which is good as there were a couple of people who decided to “retire” when we came out of Covid.

We have also started using the Square Point of Sale system for all sales, including programmes & raffles. This has seen sales in that area pick up again as patrons are carrying cash less & less these days. This also allows us to track our sales better & makes reconciliation a lot easier.

Stephen Barnes
Box Office Manager

ACT REPORT

XANADU Jr

Arcadians Children’s’ Theatre started 2022 off with Xanadu Jr. We have tried to do Xanadu Jr twice before, so it was third time lucky. It was wonderful to see the kids embrace a show not as well known to them and see them fall in love with a great soundtrack and a very witty script. The audiences for every show came out with the biggest smiles on their faces as they had been transported back in time and reminisced about their youth.

LEGALLY BLONDE Jr

Legally Blonde Jr was a more mature show for ACT to tackle and all the kids exceeded expectations with this performance. So many great character roles stretched the senior kids of ACT and the audience soaked it all in. We unfortunately had to say goodbye to our graduating 16 year olds but have seen many of them being cast in Footloose for 2023.

ACT would like to acknowledge and say a big thank you to Corrimal Uniting Church for letting ACT use the church Hall when Senior Shows are on at the Miners Lamp. We are extremely grateful to be able to use this space for our rehearsals.

2023 will see ACT performing Frozen Jr in May and Shrek Jr in September.

Janne-Maree McNeice
ACT Director

LAMPLIGHTERS

In early 2022 the Lamplighters almost returned to normal and were again lighting up the Miners Lamp on Monday Mornings

Doreen was worried how many would return and would we have the same sound as before? Amazingly we had over 30 at our 1st rehearsal and numbers kept growing each week and our singing was as good as before.

Sadly, due to ill health a few were unable to return and we had 3 long term members die. Our biggest shock was losing Brian Gillett, a founding member who came to rehearsal 2 days before.

One of the highlights of 2022 was the massed male choir concert in Sydney Town Hall which had been postponed since 2020. The feeling was that if it did not go ahead the Male Choirs Association of Australia would stop getting together. It turned out to be a wonderful, emotional weekend and concert with our 11 participants “elated” and MCAA prepared to continue and plan the next Massed Male Sing in Adelaide.

We finished the year with a good Xmas lunch and a final massed sing on a Monday of course at the supportive Corrimal RSL.

MINSTRELS

2022 was a sad year for us as we lost one of our special members, Diana Brown who had been with us since our beginnings in 1991. She was a staunch member, hardly ever missed a performance and was our Bookings Lady, Diana will be missed in so many ways.

Our Sing Outs were few due to restrictions concerning our Nursing Home visits (Covid!), though we did perform at Links Seaside to a large audience, which included a few ex Arcos. Things picked up just before Xmas and we have advanced bookings for 2023.

Doreen Bryars
Music Director

REFRESHMENT BAR

This past year we have been very busy in the Refreshment Bar with our first full year of shows post Covid lockdowns and have managed to turn over all our stock on a regular basis. Together, following suggestions from my team of volunteers, we have introduced Nescafé Cappuccinos & Hot Chocolates, Robert Timms Italian Espresso style coffee as well as our Mint & Vanilla Chocolate coated Ice Creams which have proven to be very popular having sold out on many occasions. We also introduced our updated P.O.S. Square system which not only allows us to keep track of our sales & stock but also allows for customers to check their order on the screen before having the opportunity to pay by card. In addition, we have introduced a FREE glass of bubbles or Orange Juice to our patrons on Opening Nights. Special thanks to Kerrie Hartin and Chris Micallef for their assistance with the purchase as well as responsible service of the alcohol. It has been a challenge to adequately manage our stock levels for each production due to our fluctuating patron demand but with updated sales records we should be able to improve on this into the future. As I step down from the role of Refreshment Bar manager to spend more time with my family I would like to acknowledge and personally thank my amazing team of volunteers who operate the Refreshment Bar with efficiency and enthusiasm always ensuring our patrons have fast service with smile.

Natalie Bazun-Coates
Refreshment Bar Manager

GRANTS REPORT

Bit of a mixed bag for us this year on the grants front. Here are the updates from the past year:

- Completed our reporting requirements for the successful \$10,000 grant in the previous year under the Community Building Partnerships Program. Funds were deposited in March 2022.
- Applied for \$60,000-\$90,000 under the next round of the Community Building Partnerships Program and was unsuccessful.
- Applied for \$20,000 under the BlueScope WIN Community Partners Program, was given a \$2000 donation instead.
- Due to pending DAs we chose not to apply for NSW Infrastructure Grants as we would not meet the eligibility criteria.
- Awaiting an outcome for a \$1400 grant submission for portable costume racks.
- Strengthened relationships with local MPs to help demonstrate funding needs.
- Developed a grants wish list for future submissions.

Nathan Brown

MONDAY MORNING MAINTENANCE REPORT

Herewith is the report to the 2023 AGM from the Monday Morning Maintenance Team.

- Fire safety checks have been carried out.
- Each Monday all the garbage bins are attended to and sorted out into garbage, recycling and return and earn. Derek , Christine and Roger then gather the cans and plastic bottles and take them to Vinnies for our refund which has amounted to just over \$250 for 2022/3. We also endeavour to keep the fridges clean and remove old food stuffs etc.
- Ongoing cleaning of the slime from the drains around the main shed has occurred regularly. The southern side path is now much easier to look after since the bitumen work was carried out.
- Pest control is still being undertaken.
- Our Welder Extraordinaire, Michael has repaired the broken side gate and it will last us a bit longer.
- Our Mower Man, David Edwards, is doing a great job of keeping the growth at the back of the shed under control and also, along with Derek and his sprayer, the random weeds are being dealt with!
- A new (to us) sink was installed outside the kitchen for paint clean-ups etc.
- New guard rails outside the dressing rooms were installed.
- Bollards were installed on the newly surfaced area in front of the Costume Room.
- A new step outside the container has been installed and the landscaping work on the northern side of the driveway has commenced.
- Frames are/have been made for the show posters as some were damaged.
- There was a huge rejig of the main storage shed with new shelving being installed which has made a big difference. At that time, there was also a big cull of unneeded flats and broken pieces etc which were removed during the year in 3 skips.
- The team was again very happy to contribute to the sets for shows, in particular for Les Mis and for the Salute to 25 Years at the Lamp Concert.
- There is always ongoing maintenance required for the theatre in general, broken curtain tracks, front door issues, fixing taps, broken chairs, props etc. These things are usually dealt with straight away if they are jobs the team can do.
- Refurbishment and painting of the corridor between the stage and dressing rooms was completed.
- The supplies of toilet rolls, hand paper, detergent, paper plates, serviettes is also being maintained by the team.
- The Life Members Board and the ACT and adult show boards are being updated at the time of writing.
- A number of trips to Bunnings have been made for purchases of tools and equipment, timber and supplies for maintenance work and for set pieces for productions.

We all continue to enjoy the camaraderie on a Monday and find it very satisfying to be able to contribute to the group in this way. We enjoy the sweet treats supplied by Christine, Marie and Malcom each Monday and enjoy our lunchtimes together.

The people involved in the team are – Ross Dill, Ron Cass, Rob George, Phillip Hillsdon, Marie Mitchell-Stanley, Dennis Brown, Norm Suddery, Don Walsh, Michael Sergeant, Derek Corrin, Christine Corrin, Malcolm White, Roger Green, Pat Green.

**Compiled by
Ross Dill, Dennis Brown, Roger Green
(and scribe, Pat Green)**

TECHNICAL CUSTODIAN

The past twelve months has been another busy year at the Miner's Lamp from a technical perspective. In early 2022 we completed the installation of stage traps and wall boxes that contain power, lighting, data and audio outlets. Power is now available at the front of the stage.

March saw the temporary removal of the stage portal for *When The Rain Stops Falling* and then in November, the stage portal was installed in its forward position for *Les Misérables*.

In July, our retractable seating unit, drapery (curtains, legs, borders, cyc, scrim) was professionally cleaned, treated with fire retardant and tagged in accordance with fire code standards.

Other minor improvements include the installation of:

- shelving to store our drapery (curtains, legs and borders)
- shelving in the corridor between the stage and the dressing room
- video, data, communications, and paging to the storage shed

Technical procurements in the last 12 month include:

- Additional communication headsets and belt packs
- Four LED moving lights
- 9x Radio Microphones
- 16x Radio Microphone Headsets
- Radio Microphone belts and pouches

In June we sold some components of the *Mamma Mia!* set to The Performing Arts Collective freeing up much need set storage space.

The primary focus for the year ahead will be supporting Compliance Remediation Project activities, maintenance of our existing equipment and applying for grant funding to continue the replacement of our legacy incandescent lighting with more energy efficient fixtures.

David Greer
Technical Custodian

COSTUME CUSTODIAN

The costume room volunteers have continued to keep this outstanding resource in the best condition possible. Our major focus has been to trim the collection and recycle unusable, unwanted or damaged costumes. This has been and, is still, essential as we are running out of space for storage. Some difficult decisions have had to be made as we try to envisage future needs for our shows and those of our hiring customers. A very special thanks to Audrey, Elaine Kitt, Paula McIntyre, Pam McCauley and Kerrie Hartin for the hours they volunteer.

Our collection has been well-used for our shows as well as for schools and other theatre groups.

Theresa Gregory, a new member, has volunteered to create a database of the costumes. She has been working since the beginning of this year. Thanks to Theresa this will be an invaluable resource for the future.

Nyla Collis
Costume Custodian

PROPERTIES CUSTODIAN

- 1). The year started with the annual clean-up, sorting and culling of the Props Room.
- 2). We found that many props are placed in the incorrect boxes even though they are well marked. This is an ongoing problem causing confusion when people come to hire props and we can't find them.(yet we know we have them)
- 3). We had several hires in 2022 especially schools. On the whole these are returned to us promptly but we are having problems with one of the schools who tend to hold the props longer than they should.
- 4). Can we have permission from the board to recharge after the agreed return time., if they have not been delivered. This caused problems with "Les Mis" as there were several props we had to resource from elsewhere because they were not returned on time.
- 5). If this is alright by the board, naturally we will inform the school when they hire the new rules. We feel that this is only fair when all our other hirer's return their goods in the prescribed time.

Marie Mitchell-Stanley, Pat Green and Malcolm White
Properties Team