



NATIONAL  
**DIGITAL**  

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**FORUM**

**2020 Annual General Meeting**

**15 September 2020, Zoom**

# Agenda

## OPENING

- . 2019 AGM minutes
- . The NDF Board

## PERFORMANCE REPORT 19/20

- . High level view of Performance
- . Financial report 2019/20
- . 2019 Conference
- . Regional Initiatives

## STRATEGY

### 2020/21

- . Strategy next steps
- . NDF Coordinator role
- . Elections

## CLOSE



Opening

# 2019 AGM Minutes

2019 AGM minutes circulated as part of invitation

Any changes?

If not, can I please have an acceptance of the minutes, and a second.

# The NDF Board

NDF is governed by a Board of up to 12 officers.

Three are members of the founding institutions National Library of New Zealand, Archives New Zealand and Museum of New Zealand Te Papa Tongarewa.

In the financial year ending 30 June 2020, the NDF Board was made up of 11 officers, including 8 officers nominated by institutional members and elected by individual members.

There is one paid part-time contractor (up to 10 hours per week) with sectoral expertise and experience who provides coordination services to carry out NDF operations and provide support to the NDF Board.



# Board Members July 2019 - June 2020

Adrian Kingston (Representative for Museum of New Zealand Te Papa Tongarewa)

Fiona Fieldsend (Representative for National Library of New Zealand)

Nina Kurzmann (Representative for Archives New Zealand)

Joanna Szczepanski

Tim Hart

## **TERM ENDED NOVEMBER 2019**

Glen Barnes

Matthew Tonks (Representative for Ministry for Culture and Heritage)

Tom Riley

Matariki Williams

## **ELECTED NOVEMBER 2019**

Jamie Mackay (Representative for Ministry for Culture and Heritage)

Jane Macknight

Lucie Paterson

Teina Herzer

Adam Moriarty

Claire Lanyon

## **NDF COORDINATOR**

Virginia Gow



# 2019/2020 Performance Report

# Performance Report - High Level View

The Performance Report is on the [website](#), and was available via newsletter

- 7 Board meetings (including AGM), combo of in person and via Zoom, and communication via Slack and email
- Successful 2019 conference and workshops
- Strategy development
- 12 Regional Ambassadors delivering 7 regional hui, for 112 attendees





# Financial Report: Revenue vs Expenses

## Revenue

**\$63,323**

Up from \$43,075 in 18/19

Primarily membership fees

Pay-it-forward initiative gathered for conference scholarships \$2,460

Conference made a profit of \$14,899

## Expenses

**\$57,623**

Up from \$36,188 in 18/19

Regional hui costs, conference costs from Board budget

First full year of NDF Coordinator salary

Board 2 day workshop in Auckland, January

## Surplus

**\$5,700**

Down from \$6,887 in 18/19

We worked within our means

# Financial Report: Assets vs Liabilities

We ended the year with **\$218,051** in the bank (up from \$198,733 in end of 18/19), with liabilities (GST payments) of **\$3,992**

Taking into account membership pre-payments and other minor items, we ended the year with net assets of **\$226,978**

While Covid-19 hit in the second half of the financial year, the majority of NDF's activity, particularly the conference still took place in the first half, meaning most of the finances were stable.



# Financial Report: Membership

4 Kauri members @ \$10,000

25 Nikau members @ \$100

73 Individual members @ \$25



# 2019 NDF Conference

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4 KEYNOTES

46 OTHER PRESENTATIONS

327 TICKETS SOLD INC.  
SHARED PASSES

96 WORKSHOP ATTENDEES

9 SCHOLARSHIPS INC  
PAY-IT-FORWARD

Conference satisfaction rating: **92.4%** rated the conference 6-10 out of 10 (where 10 is excellent)

NDF2019 live stream attendees: **920** total viewers across 2 days (from ~17 countries)

Made a profit (we had feared a loss, as reported at last AGM)



*We centre the knowledge of marginalised communities (the majority of the world) on the internet.*

*We support women, people of colour,GBTQI folks, indigenous communities, and others from the global South to write our histories and share our knowledges.*



**“I got great ideas for streamlining our work processes.”**

**“I wanted to share an idea I had with fellow GLAM people and gain experience presenting. I felt I achieved what I set out to do and enjoyed the opportunity.”**



# Regional Initiatives

133 VOLUNTEER HOURS

7 REGIONAL HUI

122 ATTENDEES

No regional hui were run in Jan-June 2020 year due to Covid-19

## REGIONAL AMBASSADORS

<b>CANTERBURY</b>	Tim Jones, Airi Hashimoto
<b>WAIKATO</b>	Elizabeth Harvey, Anita Robertson
<b>WELLINGTON</b>	Caleb Gordon
<b>GISBORNE</b>	Dudley Meadows
<b>BAY OF PLENTY</b>	Espie Ford
<b>TASMAN</b>	Tatsiana Chypanava, Kate Miller, Helen McCubbin
<b>SOUTHLAND</b>	Chontelle Syme
<b>WHANGANUI</b>	Jennifer Taylor-Moore
<b>OTAGO</b>	Lee McLean
<b>AUCKLAND</b>	Taryn Davies, Amber Taylor, Louise Saunders
<b>FAR NORTH</b>	Sabine Weber-Beard



# Approving the 2019/20 Performance Report

Unless there are any questions, can I please have a vote of acceptance, and a second.



REACTIVATORS

# KEY WORDS / THEMES

A collection of sticky notes on a whiteboard, organized into a grid-like structure. The notes contain various terms and concepts related to digital innovation, heritage, and regional support.

- Digital Innovation
- Data Sovereignty
- Digital
- Digital Transition
- Digital Access
- Digital Wellbeing
- Regional Support
- Digital Culture & Heritage
- Cultural Heritage & Natural Heritage
- Focal Point
- Heritage Knowledge
- Natural & Cultural Heritage Collections
- Heritage Collections
- Beyond Silos
- Wellbeing
- Knowledge
- Collections
- Opportunities
- Connections to the World (Culture)
- Cutting edge Key
- Five

NOT OR ?

# Strategy



# Strategy Development

Pre-2019 conference online survey run September - October, over 100 responses summarised and grouped.

Straw-person strategy areas proposed at NDF stand at conference, feedback sought.

All this then fed into informing January two-day strategy workshop.

Supported and facilitated by Coordinator, Board drafted 2020 - 2025 strategy.



# Strategy Development

Draft sanity checked with trusted partners e.g. Kauri sponsors, InternetNZ, Regional ambassadors, other GLAM associations.

Feedback incorporated and strategy opened to wider membership for consultation online.

Feedback has been positive and useful.

After final tweaks are made, we will use this strategy as the basis for operations by the incoming Board.



# Key Themes

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Digital has been and is still our strength, but digital is a much wider concept than we were talking about in 2002.

Cross-sector skills and reach need to remain a focus.

The conference, and the gathering of people from across the sector is a key aspect of what NDF is.

But we can't do everything. One key goal of the strategy work was to be clearer about what NDF's priorities are, with awareness of limited resources.



# Key Themes

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We have difficulty attracting and retaining Māori board members, so we could instead look at how we can partner with groups who already work in te ao Māori.

Whatever approach we take, the NDF Board needs to strengthen its bicultural approach, and build this into the strategy.

Included in the 5-year strategy are a number of reviews to align with priority outcomes. This includes the Governance model, and membership model.





# OUR PURPOSE

To generate digital leadership and inspiration  
across the cultural sector of Aotearoa.



# OUR VISION

A world-leading digital cultural community for the benefit of Aotearoa.

# Our Mission

Gathering & inspiring the digital thinkers of Aotearoa's cultural sector by:

- . Organising inspiring, cross-sectoral gatherings to empower digital mindsets and leadership.
- . Sustaining an inclusive digital cultural community that works together / as one.
- . Providing space for the cultural sector to explore and respond to the defining challenges of the time.

# Our Values

**As members, supporters, and leaders of NDF  
we are:**

- . Bold, inspiring, and future focused (while supporting connections to the past)
- . People-first and relevant
- . Enabling, supportive, and collaboration-oriented
- . Inclusive, bicultural, and honouring of Aotearoa's unique cultures and communities
- . Sustainability-oriented



# Strategy Next Steps

Taking final feedback into account, the Board will finalise and operationalise the strategy.

Need to build stronger relationships with organisations working in a Te Ao Māori framework on digital matters in the cultural sector.

We hope to work together on an additional purpose statement and other key elements in Te Reo Māori.

Similarly, attracting Māori Board members will enable us to better reflect a bicultural position in our strategic overview.

Over the next few years the way we connect across the sector, the events we deliver, and how we operate will change to varying degrees

There are no rule changes proposed at this stage, but this is possible in the next year or two.



**2020 / 2021**

# Conference

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We are not holding the conference in its traditional format in 2020 due to Covid-19 and its many uncertainties.

We aim to deliver a new event in 2021, in a yet to be decided format.

Watch this space!



# Strategy Next Steps

Board will finalise and operationalise the strategy.

Undertake membership review (including membership structure and systems).

Undertake governance review.

# NDF Board Coordinator

Very strong interest in contract/role, from very qualified people.

A maximum fee of \$20,000 + GST per year is available.

Currently interviewing shortlisted candidates to then offer contract to most suitable.

Many, many thanks to Virginia Gow who has held this role for the last almost 2 years around other contract work, and helped drive us through interesting times.



# Elections

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Will be looking for up to 3 new Board members.

Particularly looking for members who would be interested in the Treasurer role.

Looking for members who will help grow Māori representation and partnerships.

Request for Nominations will be communicated soon.

Nominations will close 1 October.

Voting (if needed) will happen 5 - 19 October.

Te Papa and Archives NZ representatives are changing over also. As founding organisations, these roles are filled by the organisation, not election.



# Departing Board Members

Adrian Kingston, Te Papa representative, Chair

Nina Kurzmann, Archives New Zealand representative

Jane Macknight

Joanna Szczepanski



**Wrap Up**



# Questions

