



NDF AGM 2021

nau mai  
welcome





# NDF 2021 AGM

01

**Welcome**

02

**Approval of minutes from AGM 2020**

03

**2021 Performance Report**

04

**2021 Finance Report**

05

**2025 Strategy Report**

06

**NDF Conference**

07

**Digital Capability Project**

08

**Other Business**

09

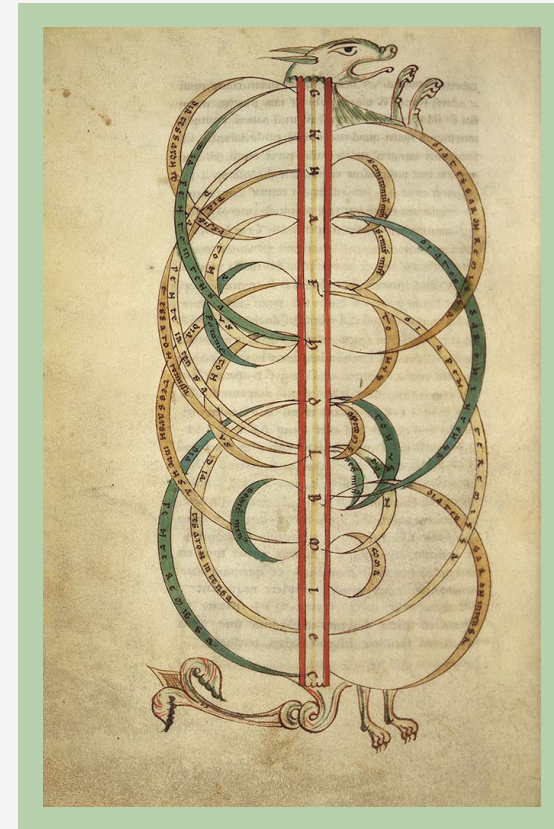
**Board Elections and Motion**

10

**George Oates Presentation**

# 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 2021, 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.



*Boethius, De musica, f.43v, (211 x 144 mm), 12th century, Alexander Turnbull Library, MSR-05. Flickr*

# Board members July 2019 - June 2020

## **FOUNDING MEMBERS REPRESENTATIVES**

Fiona Fieldsend - Co-Chair (Representative for National Library of New Zealand)

Rebekah Rogers (Representative for Archives New Zealand) Regional Ambassadors

Claire Regnault (Representative for Museum of New Zealand Te Papa Tongarewa) Conference Programme

## **ELECTED NOVEMBER 2020**

Natasha Barrett - Marketing

Dhiraj Bhanushali - Membership

## **ELECTED NOVEMBER 2019**

Claire Lanyon - Conference Convenor and Sponsorship

Adam Moriarty - Conference Convenor and MCH Capability Fund Project Lead

Teina Herzer - Co-Chair and MCH Capability Fund Project Lead

Tim Hart - Treasurer

Lucie Paterson - Conference Programme Lead

Jamie Mackay - Secretary

## **NDF COORDINATOR**

Sophie Davis until September 2021

Grace Ryder from November 2021

# 2020 AGM minutes

## 2020 AGM minutes

Any changes?

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



*Lastra Filix mas cristata* and *L. Filix mas polydactyla*, in *The Ferns of Great Britain and Ireland (1855–1856)*, by Thomas Moore.

# 2021 performance report



*An epitome of the natural history of the insects of New Holland, New Zealand, New Guinea, Otaheite, and other islands in the Indian, Southern, and Pacific oceans. 1805.*

[biodiversitylibrary.org/page/57163540](https://biodiversitylibrary.org/page/57163540) Flickr

- Our formal Performance Plan will be shared in the coming weeks. The Board met seven times including an in-person two-day strategy and planning workshop in March 2021.
- We have finalised the [NDF Strategy to 2025](#) and begun planning for delivering on it.
- Conference was cancelled in 2020 and postponed in 2021 due to the challenges of COVID-19. A high quality online and in-person conference planned for 22-23 February 2022.
- Successful bid to the MCH Capability Fund to research GLAM sector digital capability development needs.

# 2021 membership

1. Individual members 68
2. Nikau members 19
3. Kauri members 4
4. Membership audit and systems improvement.
5. New initiative: individual membership included with individual in-person or virtual conference registration.



Auckland Museum ref. PD-1898-2-494. No known Copyright restrictions Flickr



# 2021 regional ambassadors

1. NDF ambassadors around New Zealand to help build networking and professional development activities in your area.
2. Despite COVID-19 the [Regional Ambassadors](#) met in Wellington in July to explore how the ambassador role has functioned over the years and how it might look going forward..
3. Ōtautahi Christchurch was able to run a Regional Digital Forum this year - 55 people from across the sector gathered for short talks, shared discussion and a quiz.
4. We have a couple of ambassador vacancies. Otago and Southland - email [Rebekah.Rogers@dia.govt.nz](mailto:Rebekah.Rogers@dia.govt.nz) if you're interested!

## 2021 REGIONAL AMBASSADORS

Northland: Sabine Weber-Beard

Nelson: Tatsiana Chypsanava

Auckland: Amber Taylor

Waikato: Elizabeth Harvey

Gisborne: Dudley Meadows

Bay of Plenty: Espie Ford

Taranaki/Whanganui/Manawatū: Jennifer Taylor-Moore

Wellington: Caleb Gordon

Canterbury: Matthew O'Sullivan, Helen Thomas

Otago: Lee McLean

# 2021 finance profit and loss

National Digital Forum for the 12 months ended 30 June 2021

Income	Interest Income	\$ 1,009
	Memberships	\$72,696
	Total Income	\$73,705
Less cost of sales	Conference Expenses	\$13,043
	Regional Forum Expenses	\$ 65
	Total Cost of Sales	\$13,109
<b>Gross Profit</b>		<b>\$60,596</b>
Less operating expenses	Ambassador Expenses	\$135
	Bank Fees	\$160
	Board Expenses	\$4,082
	Consulting & Accounting	\$540
	Entertainment	\$249
	General Expenses	\$237
	Hosting and Web Services	\$526
	Salaries	\$15,048
	Travel - National	\$72
	Total operating expenses	\$21,048
<b>Net Profit</b>		<b>\$39,548</b>



Illustration by Kay Nielsen in *East of the sun and west of the moon* (1914), (198 x 150 mm), Alexander Turnbull Library, qRPr HODD NIEL 1914. Flickr

# 2021 finance revenue vs expenses



## revenue \$73,707

Up from \$43,075 in 19/20

Primarily membership fees

COVID hasn't had an impact on revenue other than taking the conference out of the equation



## expenses \$21,048

Down from \$36,188 in 19/20

Regional hui costs, conference costs from Board budget

Partial NDF Coordinator salary

Board two day workshop in Wellington, March 2021



## surplus \$39,548

Up from \$2,289 in 19/20

Strangely a COVID benefit!

# 2021 finance assets vs liabilities

as at 20th November 2021



*Podocarpaceae - Podocarpus nivalis*, 26 April 1951, by Nancy Adams. Purchased 2007. © Te Papa. CC BY-NC-ND 4.0. Te Papa (CA000888/043/0027)

- We ended the year with \$272,868 in the bank (up from \$247,351 at the end of 19/20), with liabilities (GST payments) of \$7,252.
- Taking into account membership pre-payments and other minor items, we ended the year with net assets of \$280,120.
- COVID-19 disrupted our operations this financial year and last year significantly, however, the majority of NDF's income is stable due to our Membership Payments so our overall financial position has improved.



# 2021 strategy

To facilitate digital leadership and inspiration across the cultural sector of Aotearoa

- Feedback incorporated. Final strategy on website.
- February 2021 strategy reviewed. Focus areas for the 2021 Board identified.

- **Key themes:**

- Cross sector skills development
  - MCH capabilities fund application

- Conference and gatherings

- Re-invigorating conference for the COVID-19 Pandemic environment

- Supporting regional ambassadors to engage across the motu

- Strengthening the support for and engagement with Māori and Iwi

- Engaged Linnae Pohatu and Chris Cormack to run a co-designed and collaborative process to guide us

# 2021 conference overview

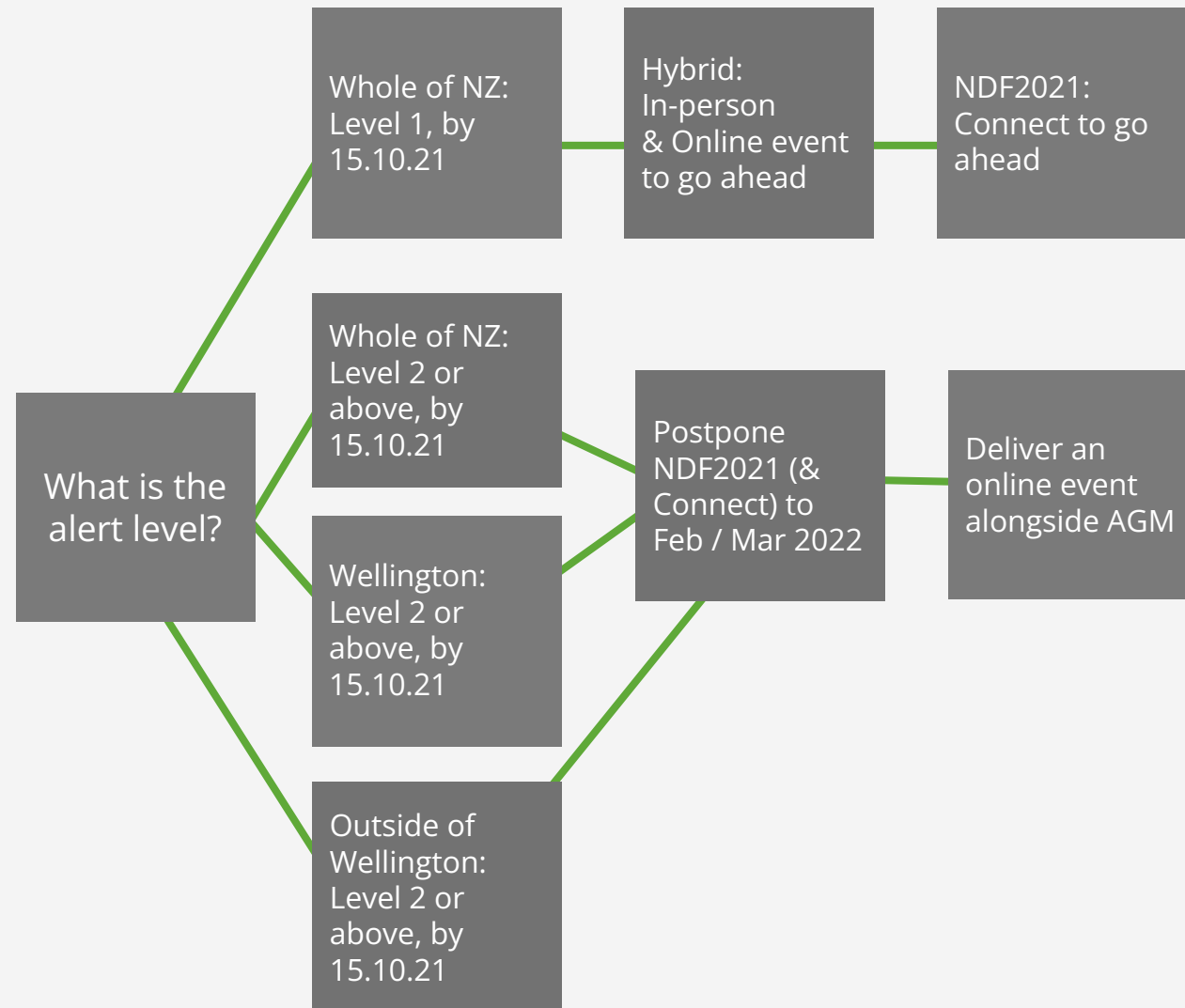


*Keulemans, John Gerrard, 1842-1912. Keulemans, John Gerrard, 1842-1912 :Nestor notabilis. Nestor meridionalis. [Kaka and kea]. London, 1873. Buller, Walter Lawry (Sir) 1838-1906 :A history of the birds of New Zealand. 1st ed. London, 1873. Ref: PUBL-0134-052. Alexander Turnbull Library, Wellington, New Zealand. natlib.govt.nz/records/22739368 Flickr*

- The conference has been postponed to 22-23 Feb 2022.  
Limited tickets are available - register soon to avoid disappointment.
- Individual memberships are included with registration.  
We are working on aligning membership dates to improve efficiency.  
Scholarship / pay-it-forward applications are open until 30.11.21
- The online platform, OnAir, will provide us with increased interaction & networking functionalities.  
NDF: Connect is a new, fun and stimulating ticketed event.
- The speaker line up is very exciting.  
We are working with sponsors on new ways to connect with you.

# 2021 conference postponement

decision matrix



# 2021 conference strategic alignment

Strategy / Document	Objective	How
<b>NDF Strategic Plan 2020-25 (Mission)</b>	<ul style="list-style-type: none"> <li>* Organising world-leading cross-sectoral gatherings to inspire digital mindsets and leadership</li> <li>*Sustaining an inclusive digital cultural community that works together</li> <li>*Providing space for the cultural sector to explore and respond to the defining challenges of our time</li> </ul>	<ul style="list-style-type: none"> <li>* We will maintain community connections through enhancement of AGM with a speaker</li> <li>* We will explore other gathering opportunities outside of conference</li> </ul>
<b>NDF Strategic Plan 2020-25 (Our Values)</b>	<ul style="list-style-type: none"> <li>*People-first and relevant</li> <li>*Enabling, supportive, and collaboration orientated</li> <li>*Sustainability-orientated</li> </ul>	<ul style="list-style-type: none"> <li>*We will consider a reduced programme, online only, recognising that demand for time and expertise of digital roles is particularly high during lockdown.</li> <li>*We will consider how revenue is affected, if conference was online only</li> </ul>
<b>NDF Strategic Plan 2020-25 (Outcomes or Goals we are working toward)</b>	<ul style="list-style-type: none"> <li>*1.1. A highly-valued and profitable annual conference that brings together national and international community members</li> <li>*2.3. Events and gatherings are fully subscribed and do not operate at a loss</li> <li>*2.4. Sponsorship agreements and 'in kind' contributions from associates are secured</li> </ul>	<ul style="list-style-type: none"> <li>*We will consider how revenue is affected, if conference was online only</li> <li>*We will consider feedback from community on in-person / online attendance</li> <li>*We will consider sponsor feedback on in-person / online attendance</li> </ul>



# 2021 conference 22.2.22 programme

50

proposals

15

papers

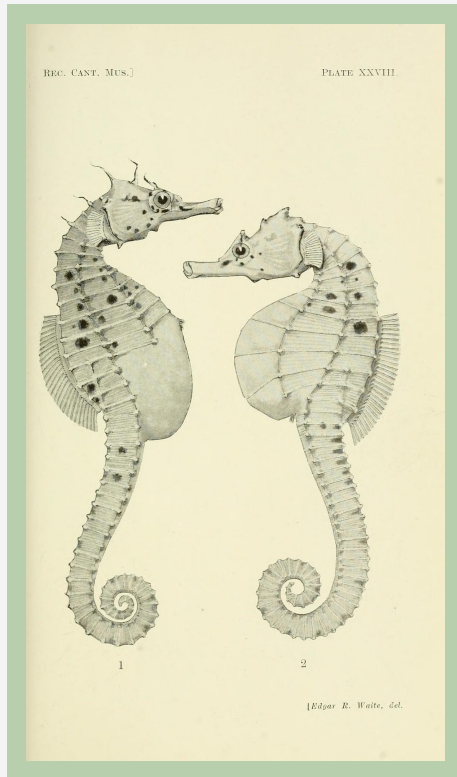
8

lightning talks

3

keynotes

# 2021 digital capability research



Records of the Canterbury Museum Christchurch,  
N.Z., Canterbury Museum Trust Board. Flickr

- NDF received \$20,000 seed funding from Te Tahua Whakakaha | Cultural Sector Capability Fund administered by the Ministry for Culture and Heritage.
- NDF is conducting research to understand the digital capability development needs of Aotearoa's GLAM sector, and to identify the potential for online resources and activities to support these.
- The findings from this research will form the basis for an application for further funding from the Ministry for Culture and Heritage Capability Fund to be submitted in early 2022.
- **Your voice is a critical part of this research. Help us by completing the online survey by 21 November 2021.**

# 2021 digital capability research

1. Quantitative research underway
2. Analysis of quantitative data to inform interviews
3. 1:1 interviews with small number across size and type of organisation
4. Draw out prioritised needs and user stories across all research
5. Focus groups to further define the prototype/s
6. Application 2022



Auckland Museum ref. PD-1898-2-494. No known Copyright restrictions Flickr

other business



# Motion to extend board member terms by one year

Due to the extraordinary circumstances caused by of the COVID-19 Pandemic the current NDF Board has not been able to achieve their full potential for the membership. In particular, COVID-19 has prevented the delivery of the NDF Conference and slowed progress on the MCH Capability Fund project. The negative impact will be amplified if there is significant change to Board membership in November 2021. Six members' terms are due to expire and each hold significant portfolios. Furthermore, an election process will contribute to uncertainty and could potentially transfer unacceptable workload to the remaining board members.

Therefore I **Fiona Fieldsend** (co-chair) move that due to extraordinary circumstances caused by the COVID-19 Pandemic:

1. There is a one off waiver of the two (2) year term length specified in paragraph 9.6 of the Rules of the National Digital Forum Incorporated (the Rules), and
2. All NDF Board members with two (2) year terms have their term extended for one (1) further year only, noting that;
3. Applying the one-off one (1) year extension across all fixed terms maintains the staggered term expiry intended to support continuity of Board experience.
4. After these one off term extensions expire, or if the affected board member resigns, the Board membership term will revert to the two (2) year term as specified in [paragraph 9.6 of the Rules](#).

# Motion to extend board member terms by one year

If this motion is successful the terms of the current board will be as follows:

## **BOARD MEMBERS WITH A ONE-OFF THREE YEAR TERM:**

### **Joined Nov 2019 - now proposed to expire in November 2022**

Claire Lanyon - Conference Convenor and Sponsorship

Adam Moriarty - Conference Convenor and MCH Capability Fund Project Lead

Teina Herzer - Co-Chair and MCH Capability Fund Project Lead

Tim Hart - Treasurer

Lucie Paterson - Conference Programme Lead

Jamie Mackay - Secretary

### **Joined November 2020 - term now proposed to expire in November 2023**

Natasha Barrett - Marketing

Dhiraj Bhanushali - Membership

## **FOUNDING MEMBERS – UNAFFECTED: NO TERM EXPIRY**

Fiona Fieldsend - Co-Chair

Rebekah Rogers - Regional Ambassador Lead

Claire Regnault – Conference Programme

special  
presentation

George Oates

# The 100 year plan for Flickr

George Oates discusses the planning and vision  
behind the Flickr Foundation with Adam Moriarty  
for the National Digital Forum AGM 2021





Making a  
100 Year Plan

The Flickr  
Foundation



# Karakia Whakamutunga

Te whakaeatanga e

Te whakaeatanga e

Tēnei te kaupapa ka ea

Tēnei te wānanaga ka ea

Te mauri o te kaupapa ka whakamoea

Te mauri o te wānanaga ka whakamoea

Koa ki runga, kia ki raro

Haumi e, hui e, tāiki e

thank you  
see you in Feb 22



Making a  
100 Year Plan

The Flickr  
Foundation





# NDF AGM 2021