

## **Women in Film & Television (UK) Ltd.**

(the "Company")

Minutes of the 29th Annual General Meeting of the Company held at 18:30 on Wednesday 25 November via Zoom.

**Present:** see attendance sheet 2020

Board members present – Zeb Achonu, Sara Putt, Satwant Gill, Liz Tucker, Emma Thomas, Victoria Gaskell, Mary Aldridge, Ade Rawcliffe, Val Cazalet

WFTV staff members present – Katie Bailiff, AmyLouise Godby, Nina Bhalla, Becky Kempson

1) The WFTV Chair, Liz Tucker, welcomed everybody and having noted that a quorum of members was present, declared the Meeting open at 18:30.

2) The Chair proposed that the Notice of the 29th Annual General Meeting, having been sent to all members on the 10 November 2020 was taken as read and it was agreed without objection that the Notice had been sent and that it be taken as read.

3) The Chair referred to the Minutes of the preceding Annual General Meeting of the Company held on Thursday 25<sup>th</sup> July 2019 and proposed that the minutes as drafted be approved. The resolution was seconded by Sara Putt.

**A vote was taken and the minutes were approved unanimously.**

4) The Chair then invited questions on the Company accounts for the financial year ended 31 August 2019. There being no questions, the Chair proposed as resolution 2 that the annual accounts for the financial year ended 31 August 2019 together with the directors' report and the auditor's report on those accounts be received.

The resolution was seconded by Mary Aldridge.

**The resolution was put to the Meeting and carried unanimously.**

5) The Chair then noted resolution 3, that Arram Berlyn Gardner be re-appointed as auditors of the Company and that the directors be authorised to fix their remuneration and called on a Board member to propose the resolution.

The resolution was proposed by Victoria Gaskell. The resolution was seconded by Ade Rawcliffe.

**The resolution was put to the Meeting and carried unanimously.**

6) The Chair then announced the final resolution is to approve the appointment of two new member directors, Jacqui Farnham and Jane Preston.

The resolution was seconded by Zeb Achonu.

**The resolution was put to the Meeting and carried unanimously.**

7) The Chair concluded the formal business of the meeting.

8) The Chair then announced Katie Bailiff as the newly appointed CEO of WFTV. Katie Bailiff expressed her thanks to the board and her excitement at being appointed for the role.

9) The Chair then highlighted the achievements made by WFTV over the last year:

- Thanks to new initiatives and efficiencies turnover and sponsorship has been up 40% and membership up by 30% from 2018. This has helped WFTV get through a difficult year shaped by Covid-19.

- WFTV has opened membership to international members.

- The WFTV Awards in 2019 were the most ambitious yet and raised more money than ever before. WFTV also managed to attract more celebrities and stars to the event, helping it gain greater media attention.

- From mid-March, the WFTV office moved to remote working and managed to move all its events programme online, becoming one of the first organizations to do so.

- Running online events has meant WFTV events are more accessible to members all around the UK and due to the reduced admin for online events, this has also meant WFTV is able to run more events. When life returns to normal, WFTV will keep a portion of its events online.

- In addition to WFTV's regular strands, it has introduced new event strands including: the Table Read Club; Meet the Talent Manager; Filmmakers Masterclass, Member MeetUps, Camera & Lighting; How to Use Social Media Effectively; and Some Like it Short.

- WFTV launched its Forgotten Freelancers campaign to highlight the plight of the 3 million freelancers and self-employed workers who have been unable to claim under either of the government's Covid-19 support schemes.

- With thanks to the generous sponsorship of Netflix, WFTV is expand its mentoring schemes to Wales and Scotland in 2021

- Our first Mentoring Scheme in Northern Ireland took place this year.

- The Chair was also delighted to announce the appointment of the new mentoring producer for Scotland, Karen Kelly and the new mentoring producer for Wales, Hannah Corneck.

- WFTV has also been running the Pat Llewellyn Bursary Fund and have given out development cash to five women for a range of factual and factual entertainment TV proposals. The fund also provides mentoring which enables the bursary winners to get their projects in front of industry insiders they otherwise might find hard to reach.

- WFTV takes diversity very seriously. Several years ago, the chair introduced tough new targets, as a result in 2019, 40% of WFTV mentees came from black and ethnic minority backgrounds, in 2020, the figure was 45% and 30% of mentees came from social disadvantaged backgrounds.

- WFTV also collects diversity data on every event it runs. For the awards, currently averages around 20% of black and ethnic minority winners.
- The chair said that historically WFTV has not done so well with disability and that WFTV is keen to make its events as accessible as possible. The WFTV Events page and newsletter now make clear that if any member has access needs and would like to attend a WFTV event, WFTV will do its best to make this happen.
- This year, the Chair had put a number of additional actions in place to increase disability representation. Firstly, targets were set for every jury to have at least one disabled member. WFTV believes it is the first Film and TV awards organisation to have aimed for this. In over 90% of its juries in 2020, WFTV had disabled representation. In all of WFTV's mentoring schemes this year, it has allocated places which will only be given to disabled candidates.
- As part of WFTV's website redesign, it will also be making the site more disability friendly.
- The Chair also announced that Cherylee Houston will be joining the WFTV board shortly.

The Chair then asked then if there were any further questions. There were none.

The Chair then extended thanks to the following people:

- WFTV board of directors, in particular, Satwant Gill and Emma Thomas, who are leaving the board this year.
- All the members of our Finance Committee, headed by Deputy Chair Sara Putt
- WFTV Treasurer, Val Cazalet
- WFTV Company Secretary, Victoria Gaskell
- WFTV members.
- WFTV office staff, AmyLouise Godby, Scarlet Brearley, Nina Bhalla and Becky Kempson
- Tracy Forsyth, Director of Mentoring
- Sarah McCaffrey, Northern Ireland Mentoring Producer
- Rose Lennon, BSL Interpreter

The Board then thanked Liz Tucker for her hard work as the interim CEO over the last two years.

10) There being no other business or questions, at 18:50 the Chair declared the meeting closed.