



Performance Report

for the year ending
31 December 2022

ENTITY INFORMATION

LEGAL NAME OF ENTITY: Friends of Pātaka Incorporated
OTHER NAME OF ENTITY: Friends
TYPE OF ENTITY AND LEGAL BASIS (IF ANY): Registered Charity / Incorporated Society
REGISTRATION NUMBER: CC26074

ENTITY'S PURPOSE OR MISSION:

The charitable aims of the society are to:

- stimulate and sustain interest in Pātaka Museum of Arts and Culture ('Pātaka').
- to extend its influence throughout the community, being activities, which will take place wholly or principally within New Zealand, including:
 - the organisation and sponsorship of a biennial Arts Awards designed to nurture and give public exposure to local artistic talent.
 - the provision and funding of an annual 'Artist in Residence' programme.
 - the staging of a music concert series each winter, to expose local musical talent to a wider audience.
 - supporting Pātaka staff by providing logistical support for events such as exhibition openings and concerts and in the purchase of items to enhance the visitor experience.

ENTITY STRUCTURE:

Friends is an Incorporated Society and registered Charitable Trust. Governance is by a Management Committee elected at the Annual General Meeting each year. All are volunteers. **Officers of Friends** comprise: Co- President (2); Secretary; and Treasurer. In addition, the Management Committee comprises not less than four, but not more than ten other members.

Management Committee: Sue Mortlock, Gill Dodson, Liz Rockel, Christine Healy, Robyn Parker, Meryll Evans, Allan Dodson, Tony Cross, Lorna Kanavatoa, Jenny Jakobs, Roger Joyce, Jane Penny, Frances Austin and Kerry-Jane Scott.

MAIN SOURCES OF THE ENTITY'S CASH AND RESOURCES:

The main sources of Friends' funds are derived from:

- Member subscriptions
- Donations
- Grants
- Entry fees for biennial Art Awards, registration fees, and other events (see above)
- Event sponsorship (e.g. biennial Art Awards)

MAIN METHODS USED BY THE ENTITY TO RAISE FUNDS:

- Membership subscriptions
- Commission on art sales at Art Awards
- Member donations
- Biennial Art Awards registration fees, and other events (see above)
- Commissions on post-exhibition art sales
- Sponsorships of Art Awards prizes

ENTITY'S RELIANCE ON VOLUNTEERS AND DONATED GOODS OR SERVICES:

Friends' relies totally on volunteers for governance and the delivery of 'Friends' events and activities.

CONTACT DETAILS

Postal Address: PO Box 50058, Porirua 5240
Phone/Fax: See below
Email/Website: patakafriends1@gmail.com/friendsofpataka.org.nz

STATEMENT OF SERVICE PERFORMANCE

DESCRIPTION OF THE ENTITY'S OUTCOMES

Friends exists to stimulate and sustain interest in Pātaka Museum of Arts and Cultures and to extend its influence throughout the community.

DESCRIPTION AND QUANTIFICATION (TO THE EXTENT PRACTICABLE) OF THE ENTITY'S OUTPUTS:

	2022	2021
Membership - Single	122	117
Membership - Dual	62	62
Membership - Family	2	2
Membership - Life Member	4	4

ARTIST IN RESIDENCE - SEE NOTE 3

There was no Artist in Residence

MUSIC SERIES 2022 - SEE NOTE 7

The Winter Music Concert Series is held July/August of each year. In 2022, the series involved three concerts of one hour duration by local musicians including students. Admission is free for members. Non-members are charged \$5 per concert. Musicians are paid a fee of \$300.

ARTS TRAIL 2021 - SEE NOTE 4

The Arts Trail was initially created when Pātaka exhibitions were temporarily closed. It quickly became a popular event which is now held biennially. Artists register to participate by opening their studio or working from a community hub. In 2021 there were 150 artists in 8 hubs and 13 studios. Future Arts Trail events will be under the umbrella of Porirua Community Arts.

GRANTS RECEIVED - SEE NOTE 1

There were not grants received in 2022.

DONATIONS MADE - SEE NOTE 5

There were no donations given in 2022.

DONATIONS RECEIVED - SEE NOTE 6

Donations were received from several sources. Members donated when subscriptions were overpaid or they made a donation with their subscription. The Porirua Hospital society ceased to operate and surplus funds were donated to Friends of Pātaka. Roger Hayman sold a photo privately during the Art Awards and donated the equivalent to the commission.

RELATED PARTY TRANSACTIONS

There are no related party transactions.

ART AWARDS - SEE NOTE 9

The Friends of Pātaka Art Awards is now held biennially. There was an Art Awards held in August to October 2022.

The Awards represent a major contribution to fostering interest in the arts and culture within Porirua. Artists must live or work in Porirua and they are invited to submit art works for exhibition and sale. There are several awards and these are determined by an invited expert judge and sponsors. There is also a viewer's choice award which is determined by the public casting votes. Friends acknowledged with gratitude the ongoing sponsorship of this event.

VOLUNTEER HOURS

Friends regularly volunteer to support openings and large scale events at Pātaka – for example the Sandy Adsett exhibition, Pātaka Foundation Gala, Colin McCahon talk and the Landing Press book launch.

FRIENDS OF PĀTAKA CONTENT MANAGEMENT SYSTEM (CMS) - SEE NOTE 8

In 2020 Friends developed a website and document storage system facility by engaging volunteer students from the Bachelor of Technology at Whitireia Polytechnic. Friends have continued to develop the CMS in 2022 and have adopted in conjunction a Facebook page and Instagram. Friends have also adopted Xero as their accounting platform.

STATEMENT OF RECEIPTS AND PAYMENTS

	<i>Notes</i>	Actual 2022 \$	Actual 2021 \$
OPERATING RECEIPTS			
Donations received	6	2,804	75
Membership subscriptions 2022	2	2,420	5,258
Interest		107	11
Music series door sales	7	322	404
Art Awards registrations, sale of art work and sponsorship	9	30,390	-
Other Income			
Membership in advance 2023	2	2,408	2,752
Grant Income	1	-	5,085
TOTAL OPERATING RECEIPTS		38,451	13,585
OPERATING PAYMENTS			
Accounting and audit fees		287	374
Administration expenses		686	503
Art awards Payment to Artists for art work sold and prizes	9	21,063	-
Art Awards Promotional expense	9	1,237	202
Artist in Residence	3	-	1,500
Arts Trail administration expenses	4	-	2,399
Arts Trail Printing and Promotion	4	-	10,035
Donations made	5	-	6,983
Friends of Pātaka Website	8	450	760
Xero Software	8	423	316
Winter Music Concerts	7	1,046	1,177
Promotion Expenses		231	155
TOTAL OPERATING PAYMENTS		25,423	24,404
OPERATING SURPLUS OR (DEFICIT)		13,028	(10,819)
INCREASE/(DECREASE) IN BANK ACCOUNTS AND CASH		13,028	(10,819)
BANK ACCOUNTS & CASH AT BEGINNING OF FINANCIAL YEAR		18,368	29,187
BANK ACCOUNTS & CASH AT END OF FINANCIAL YEAR		31,396	18,368
Represented by:			
Westpac Artist in Residence		4,438	4,398
Westpac Bonus Saver Account		3,327	929
Westpac General Funds		23,631	13,041
TOTAL BANK ACCOUNTS & CASH AT END OF FINANCIAL YEAR		31,396	18,368

STATEMENT OF RESOURCES AND COMMITMENTS

	Actual 2022 \$	Actual 2021 \$
SCHEDULE OF RESOURCES		
Bank accounts and cash (from Statement of Receipts and Payments)	31,396	18,368
Money held on behalf of others		
Memberships paid in advance	2,408	2,752
Money owed to the entity		
There is no money owed to Friends of Pātaka	-	-
SCHEDULE OF COMMITMENTS		
Money payable by the entity		
There is no money owed by Friends of Pātaka	-	-
EQUITY		
Opening balance	18,368	29,187
Current Year earnings	13,028	(10,819)
TOTAL EQUITY	31,396	18,368

Signed on 20 March 2023:



CHRISTINE HEALY, TREASURER



SUE MORTLOCK, CO-PRESIDENT



GILL DODSON, CO-PRESIDENT

Note 1: Accounting Policies

BASIS OF PREPARATION

Friends of Pātaka Incorporated ('Friends') is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

GOODS AND SERVICES TAX (GST)

Friends of Pātaka Incorporated ('Friends') is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

INCOME TAX

The entity is wholly exempt from Income Tax having fully complied with all statutory provisions for these exemptions.

BANK ACCOUNTS

Bank Accounts and Cash in the statement of Cash Flows comprise cash balances and bank balances (including short-term deposits) with original maturities of 90 days or less.

APPROVED DONEE ORGANISATION

The entity is an Approved Donee Organisation for the purposes of sections LD 1, DB 41 and DV 12 of the Income Tax Act 2007.

FIXED ASSETS

Banners and corflutes were bought for the 2021 Arts Trail at a cost of \$2,573.

CHANGES IN ACCOUNTING POLICIES

There have been no changes in accounting policies during the financial year (last year – nil).

COVID 19

The Management Committee continues to monitor the impact of COVID-19 on the entity but at the date of signing this report the Management Committee does not believe that the entity has been or will be adversely financially affected by the pandemic. The Management Committee maintains the view that the entity has sufficient resources that it will continue to operate as a going concern.

Note 2 : Analysis of receipts and payments

		2022	2021
Note 1 - Grants	Analysis	\$	\$
There were no grants received in 2022.	Creative NZ	-	5,085
	Total	-	5,085
Note 2 - Subscriptions	Analysis	\$	\$
Fees, subscriptions and other receipts from members. This year 2022, invoices were sent in December to members to renew for their 2023 membership. This has been noted as subscriptions in advance.	Members Subscriptions 2022	2,420	5,258
	Members Subscriptions 2023 in advance	2,408	2,752
	Total	4,828	8,010
Note 3 - Artist in Residence Expenses	Analysis	\$	\$
There was no Artist in Residence in 2022	Moses Viliamu	-	(1,500)
	Promotion expenses	-	(202)
	Total	-	(1,702)
Note 4 - Arts Trail 2021 Expenses	Analysis	\$	\$
There was no Arts Trail in 2022.	Art Trail administration expenses	-	(2,399)
	Arts Trail Printing and Promotion	-	(10,035)
	Total	-	(12,434)
Note 5 - Donations Made	Analysis	\$	\$
There were no donations made in 2022.	Sandy Adsett book	-	(5,000)
	Folding chairs	-	(1,983)
	Total	-	(6,983)
Note 6 - Donations Received	Analysis	\$	\$
Member donations are a member subscription paid twice which we have been asked to retain as a donation. The Porirua Historical Society ceased to operate and surplus funds were donated to Friends of Pataka. Roger Hayman sold a photo privately during the Art Awards exhibition and donated the equivalent of the commission.	Member donations	75	-
	Porirua Historical Society	2,329	-
	Roger Hayman	400	-
	Total	2,804	-
Note 7 - Winter Music Concert Series	Analysis	\$	\$
Three concerts were held in 2022. Musicians were paid a flat rate of \$300 for each concert.	Door receipts	322	404
	Performers payments	(1,046)	(1,177)
	Total	(724)	(773)
Note 8 - Content management systems (CMS)	Analysis	\$	\$
Friends have continued to develop their website and use Xero accounting systems.	Website expenses	(450)	(799)
	Website credit	-	39
	Xero (NZ) Ltd	(423)	(316)
	Total	(873)	(1,076)
Note 9 - Art Awards	Analysis	\$	\$
The Art Awards are held biennially and were held August to October 2022.	Payments to artists for art work sold	(17,563)	-
	Prizes	(3,500)	-
	Promotional expense	(1,237)	-
	Registration fees	1,730	-
	Sponsorship	3,000	-
	Sale of artist's art work	25,660	-
	Total	8,090	-