THE ALGARVEANS
OS ACTING ALGARVEANS ANGLO-LUSO
ASSOCIAÇÃO DE TEATRO EXPERIMENTAL

MINUTES OF THE ANNUAL GENERAL ASSEMBLY
of **OS ACTINGALGARVEANS ANGLOLUSO EXPERIMENTAL THEATRE ASSOCIATION**
"THE ALGARVEANS"
9th February 2025
at
UNIÃO JUVENTUDE DE SESMARIAS (UJS)
R. do Cabeço de Pias, Sesmarias, Carvoeiro 8400-561

39 Members were present:
Andy Arkle, Bill Befeld, Callie Befeld, Stef Bryan, Sarah Burbridge, Clare Collins-Doyle, Chris Coombs, Gloria Costa, Lara Costa, Shelley Dança, Shirley Devlin, June Dixon, Shirley Dreger Gilbert, Nick Gilbert, Alison Greening, Richard Greening, David Guilford, Yvonne Hawkswell, Adrian Kirkwood, Val Lefrère, Nada Louw, Lynda Marshall, Malcolm Marshall, Alex Melo, Peter Morris, Karen Morris-Marks, Jenny Morris-Marks, Minna Nieminen, Frank Remiatte, Patti Smith, Steve Smith, Maya Sunario, Alan Swain, Angela Theobold, Ian Theobold, Lisa Vasey, Trevor Vasey, Mike Wasinski, Madeleine Wheare

29 Proxies were granted:
Stef Baginski Bryan representing David Nathan
Sarah Burbridge representing Manoj Patel
Chris Coombs representing Deidre Van Zyl
Lara Costa representing Carmen Danen
Lynda Marshall representing Caroline Grégoire
Jenny Morris-Marks representing Christel Al Hashmy, Simon Batten, Emma Batten, Yvonne Harbord, Maria Jähn, Francine Keen, Shane Perez, Helen Rodda
Karen Morris-Marks representing Rita Burke, Tony Burke, Graham Harbord, Aileen Moloney, Nicola Scicluna
Angela Theobold representing Richard Caplin, Tracey Christiansen, Niels Christiansen, Barry Daley, Jeffrey Keen, Paul Legault, Anita Wight
Madeleine Wheare representing Jenni Bekker, Paul Jokinen-Carter, Pasi Jokinen Carter, Sarah Silverstone

As 68 members were represented, this was a 68% quorum (68 out of 100) and the meeting was called to order at 16h02 by the President of the Board of the General Assembly Madeleine Wheare.

THE AGENDA

ITEM 1 - Apologies for Absence

Apologies were received from: Simon & Emma Batten, Jenni Bekker, Rita & Anthony Burke, Tracey & Niels Christiansen, Maxine Costa, Carmen Danen, Caroline Grégoire, Trish Guilford, Graham & Yvonne Harbord, Pasi & Paul Jokinen-Carter, Shane Perez, Aileen Moloney, Helen Rodda, Martin & Patricia Sillwood, Susie Stocky, Anita Wright

ITEM 2 - Minutes of 2024 AGA - taken as read

The minutes of the Annual General Assembly of 2024 were distributed to all members three weeks before this meeting and therefore taken as read.
They were proposed by Callie Befeld, seconded by Malcolm Marshall and put to the vote for approval.
Votes were 66 in favour, 2 abstentions

ITEM 3 - Matters arising from these Minutes

There were no matters arising from these Minutes

ITEM 4 - President of the Direction Committee - Angela Theobold's Report

Angela Theobold presented her report of the year 2024.

Membership engagement was an important goal throughout 2024 and this was successfully achieved.

The year began with various WORKSHOPS: from January to March, Carmen Danen ran singing, acting, musical theatre and audition workshops; Shelley Dança ran a series of 3 dance and improvisation workshops; and in June there were 3 youth workshops organised and run by Sarah Burbridge, Bethany Blakemore and Emma Batten.
Angela Theobold thanked everyone involved in the workshops and the audience members applauded.

Karen Morris-Marks hosted LINE DANCING whenever there was an available date. Karen was thanked by Angela Theobold, to great applause.

In April, Andy Arkle and Jenny Morris-Marks directed two thrilling MURDER MYSTERIES. This presented an excellent opportunity to all, especially new members and members who struggle to learn their lines! Thanks were given and the audience members applauded.

In July, the SUMMER GARDEN PARTYwas organised by Nada Louw and Frank Remiatte and held in a venue offered by a kind benefactor "Dulce". This event raised €680 towards SISTER ACT production costs.

The "CARMEN DANEN AND FRIENDS" concert in September was hugely popular and raised another €1,030 towards SISTER ACT expenses.

November saw the long awaited Broadway spectacular SISTER ACT-THE MUSICAL, performed at Carlos do Carmo Auditorium in Lagoa. Director and Musical Director Carmen Danen, Dance Director Shelley Dança, Assistant Director Sarah Burbridge and Production Manager Alex Melo all worked with tireless dedication to make this show an outstanding success.

All the production team, backstage crew, and, of course, the cast were also recognised as were the staff and technicians at the Auditorium and of course, the audiences who supported the show. Tickets sold so quickly that a fifth performance was added to the listings - all 5 performances were sold out. Just under 1500 spectators showed up to watch this English speaking amateur production, which everyone described as "So professional"! The Algarveans are understandably proud that their association provides this level of entertainment in the Lagoa Council, where 25% of the resident population are "Estrangeiros".

Special thanks were given to Lagoa Parish Priest Padre Nuno Coelho for the loan of vestments and authentic props for the show. The Algarveans were delighted to be able to donate over €1,040 for the renovations of the Nossa Senhora da Luz church in Lagoa.

Nada Louw arranged The Algarveans CHRISTMAS PARTY at O Tasco in Senhora da Verde in early December.

Frank Remiatte and team presented a wonderful CHRISTMAS ENTERTAINMENT at UJS. Special thanks to Shirley Devlin who was Music Director and Choir Mistress for the event.

The Algarveans also supported CAROLS ON THE CLIFFS, a charity event organised by Madeleine Wheare, which drew over 600 people and raised over €2,400 for 2 local charities. The Algarveans Choir were special guests.

The Algarveans journeyed together during 2024 through challenges and successes. None of this would have been possible without each and every single member.

Angela Theobold thanked her Direction Committee, who has worked tirelessly throughout the year, most of which is unseen by members, to produce such a fantastic, active group. Special thanks to 3 retiring members: **Callie Befeld,** Events Secretary, set painter, costume creator, singer and actress;

Alex Melo, Portuguese Liaison, Production Manager, actor and singer; and **Graham Harbord,** Social Convener.

Recognition was also given to the Social Team going from strength to strength, coming up with ideas and pulling events together in record time! Particular thanks to Frank Remiatte and Nada Louw for taking over the reins from Graham.

Thanks were given to Dave Guildford, Ian Theobold & Dawn Morgan on the Finance Committee, as well as Sarah Burbridge & Jenni Bekker on the AGA Committee.

Angela Theobold gave a special vote of thanks to Madeleine Wheare, AGA President, whose support, guidance and friendship has been unmeasurable. Not only with responsibilities as AGA President but also acting as Press Officer, Proof Reader for the Members Handbook, and giving untold support in meetings where the understanding of Portuguese was required.

Audience members applauded and Angela Theobold and Madeleine Wheare exchanged hugs.

The President of the Direction Committee, Angela Theobold, repeated that her mission of 2024 was "membership engagement" and commented that someone had recently remarked that:

"The Algarveans isn't just a Theatre Group. It's not just about shows and performing.
The Algarveans is a COMMUNITY"

Thanks was given to each and every one of the members for their continued passion, dedication, support, engagement, friendship and Algarvean community.

There followed a standing ovation for Angela Theobold.

ITEM 5 - Presentation and Approval of Plan of Activities 2025

Angela Theobold presented the document entitled **PLAN OF ACTIVITIES 2025**.
This is a legal requirement by Portuguese law. It requires the vote of members at the AGA.

The President of the Direction Committee then outlined some of the upcoming events planned for the coming year.
February will see a 70's Disco party and Line Dancing events. The play BLITHE SPIRIT by Noel Coward will have three performances on 13,14 and 15 March at the Carlos do Carmo Auditorium in Lagoa. Following that, Andy Arkle will repeat last year's successes, directing 2 new Murder Mysteries to be performed on 29 and 30 May. We await news about the November production slot.

Questions: Lisa Vasey mentioned that Snow White audition dates were noted on the document but no performance dates were listed. Angela Theobold commented that due to some confusion with Lagoa Câmara it seemed unlikely that this production would go ahead.

Peter Morris queried the possibility of a production in June. Angela Theobold said this would be explained later in the meeting.

The **PLAN OF ACTIVITIES 2025** was Proposed by Andy Arkle, Seconded by Gloria Costa
Votes were unanimous in favour.

ITEM 6 - Treasurer´s Report

The Treasurer Jenny Morris-Marks presented her report.

She said that 2024 had been a very challenging year, both personally health-wise and also due to a strained relationship with the Lagoa Câmara with The Algarveans' accounts.

For many years, the terms of the existing PROTOCOL between the Câmara and The Algarveans were that our group would receive the net proceeds of ticket sales in three or four payments or "subsidies" throughout the year.

In November 2023, The Algarveans' balance sheet showed a €17k deficit due to the Lagoa Câmara being very behind in paying their "subsidies" towards ticket sale proceeds for shows in 2022 and 2023.

In April 2024 the Lagoa Câmara requested a series of meetings, declaring that they would not be paying net ticket sale proceeds any longer but only "expenses". And that this would be backdated to 2023. Apparently, it was due to a change in Portuguese Law. This was an unannounced change in the terms of the existing Protocol, and required a very different approach to the presentation of expenses and receipts.

Many man hours were dedicated, by Jenny and Angela both and then combined with Câmara staff, to inspecting each and every receipt and deciding whether they might be acceptable or not. The main bone of contention being that many of our expense receipts did not bear the Association's NIF tax number, and for this reason would not be reimbursed. The NIF requirement had never been mentioned before. Sadly, many large receipts were not accepted.

In November 2024 the Camâra announced that The Algarveans owed the Câmara €8,000 for overpayment of previous subsidies and that this would be subtracted from the amounts they owed. This was a bitter pill to swallow in the light of the €20,040 made on Sister Act ticket sales (after commission).

Throughout 2024, many events were planned and successfully raised funds - urgently needed to cover running and production costs. These funds are listed as "Donations" in our financial statements.

The Treasurer went through the Income and Expenditure sheet and the Balance Sheet explaining certain entries. The Fiscal Committee had already audited and signed this document.
The Treasurer then explained that a further meeting with the Câmara took place on 5 Feb 2025 (4 days prior to this AGA) and details of the meeting would be revealed later in this meeting. In a nutshell, there has been a reversal of fortune and the future is looking bright.

Jenny Morris-Marks thanked the committee for all their help and support during an exceptionally difficult year, and also gave special thanks to Karen Morris-Marks for her patience.

Questions:
Steve Smith asked if there exists a written set of rules for procedures and accounting practices. Madeleine Wheare explained how in Portugal, this is a pipe dream. In every business context, there is no consistency in the duties and obligations. Lawyers, bankers, notaries all have different interpretations of what is required. It is impossible to get anyone to agree a definitive list.
Angela Theobold stated that it is an imperfect system and June Dixon confirmed that as an accountant, practices here were difficult and no one list of rules exists or is followed.

Malcolm Marshall asked what the difference was between "storage" and "warehouse" costs, detailed on the Income and Expenditure sheet. Jenny Morris-Marks explained that there was no difference but they had been noted separately depending on whether the cost had been a cash payment or a bank transaction.

Peter Morris pointed out that there appeared to be a discrepancy concerning Sister Act finances. Jenny Morris-Marks confirmed that this was due to staggered expenses and outstanding debt from the Câmara.

The Treasurer concluded by announcing that the accounts are always available for inspection by any Algarvean member.

ITEM 7 - Presentation and Approval of Accounts 2024
Angela Theobold presented the document entitled **INCOME STATEMENT 2024.**
This is a legal requirement by Portuguese law. It requires the vote of members at the AGA.
Proposed by Malcom Marshall Seconded by Richard Greening
Votes were unanimous in favour.

ITEM 8 - Membership - Subscription Fees
The Treasurer Jenny Morris-Marks declared that the Association's Subscription charges would remain the same for 2025.
Single membership at €15
Family membership (covering 2 adults + 2 children up to 18 years) at €25

Proposed by Karen Morris-Marks Seconded by Lara Costa
Votes were unanimous in favour.

Question: Lara Costa asked whether the annual subscription fees could be automatically debited from the member's bank account. Angela Theobold advised that the association's IBAN details are on the renewal form and that any individual could set up a standing order.

ITEM 9 - Presentation and Approval of NEW "Members' Handbook"

Madeleine Wheare, addressed the meeting concerning the new Membership Handbook, 10 pages long, created by Angela Theobold and edited by herself. Madeleine reviewed each page, asking for comments and questions. She emphasized page 6 concerning irresponsible derogatory comments on social media which could potentially lead to disciplinary action.
Angela Theobold proposed an amendment to page 2, that since the meeting on 5 February, the section regarding the association's brief history specifically referring to the Protocol with Lagoa Câmara and not being able to perform outside of Lagoa, was no longer valid and should be removed from the handbook. There being no further amendments, this change was agreed and a revised version of the handbook will be sent out with these minutes.

Proposed by Jenny Morris Marks Seconded by June Dixon
Votes were unanimous in favour.

ITEM 10 - Election of new Officer to the Fiscal Committee - New Committee list

A - New Officer to Fiscal Committee
The President of the General Assembly, Madeleine Wheare announced the retirement of Dawn Morgan as secretary of the Fiscal Committee. She thanked Dawn for her support and assistance in that capacity over the last year.
A single nominee Chris Coombs has been proposed by Nada Louw and Jenny Morris-Marks to fill that position as a NEW OFFICER. His mandate will be for 3 years.
No other nominees having come forward, the motion to elect Chris was
Proposed by Lisa Vasey Seconded by Adrian Kirkwood.
Votes were unanimous in favour.

B - Tomada de Posse
The legal document listing all elected OFFICERS of the Association as at this date was signed by all parties and forms part of these minutes.

C - New Committee List
The attached NEW COMMITTEE document lists all active members with roles in the Association. Not all are elected officers.

ITEM 11 - Any Other Business

11.1 Relationship with the Câmara de Lagoa
The President of the Direction Committee, Angela Theobold, announced that with the support of the Mayor of Lagoa, Luis Encarnação, a meeting was held on 5 February (4 days prior to this AGA) between the Head of Culture Ana Martins and her colleague Paulo Francisco on the one hand AND Angela Theobold and Madeleine Wheare on the other.
There were two main issues to resolve. The question of Funds due by the Câmara to our Association and the Future of the working relationship between the two.

As to the Câmara's outstanding debt of €17,566, Angela Theobold presented them with a spreadsheet showing the amounts owed, especially two very urgent invoices to be paid. Ana

Martins accepted these without a quibble, promising the first €10,000 to be paid by the end of February 2025 and the remainder shortly afterwards.

As to the Future of the working relationship, it was agreed that the PROTOCOL format was not working well for our Association. Instead an ACORDO (Agreement) would be signed for each production. The first Acordo would outline new ticket sales procedures, new staffing requirements for shows.

The Algarveans Front of House must become a larger team and handle all welcome, programme, ticket checking, seating and security requirements with the help of ONE member of the Lagoa theatre staff.

The Algarveans must open their own online booking platform account [BOL.PT]. They must become a Promotor with IGAC (the PT general inspectorate of cultural activities) and register their own productions with that agency.

They must file the necessary licenses for performing rights, and hold the appropriate insurance documents.

From an accounting point of view, The Algarveans no longer need to show receipts to the Câmara. They are to be paid net ticket proceeds and not “expenses only”. The net proceeds of each show will be paid directly to The Algarveans by the Câmara after both the booking platform and the Câmara have withdrawn their commissions.

The Algarveans must keep good records for VAT purposes and pay their own VAT on ticket sales.

Audiences will not be aware of these changes. They will still buy their tickets from the same outlets. Tickets for future productions will be sold via BOL.pt. The Câmara staff will post the shows on that platform with material supplied by The Algarveans.

Future dates for shows: The Câmara has already confirmed that the Carlos do Carmo Auditorium will be available to The Algarveans for Humorfest in March 2025. Unfortunately, through an unfortunate mix-up, the dates in November 2025 have been offered to another group. The dates they offered in June were unsuitable for our Association. There is a tiny glimmer of hope that the November dates might become available again. We will know by end of February 2025.
Dates for 2026 have been agreed - March and November 2026.

Dealing with the Câmara during 2024 was not easy but the future is looking much brighter.
The Treasurer, Jenny Morris-Marks smiled and has decided not to resign!

Questions:
Steve Smith asked if the Association’s account still had to go via the Lagoa Câmara.
Madeleine Wheare confirmed that there would no longer be any accounting to the Câmara for our expenses. But that payments would still come through them.

Richard Greening asked if there were any other obligations with the Câmara.
Madeleine went on to explain that we will sign an agreement with them and that there will be changes in our dealings with them as outlined above.
She mentioned the importance of the ATAS books which document our decisions and votes, also our financial statements. These are public legal documents which must show that our association abides by our own bylaws as well as Portuguese law.

Sarah Burbridge asked if other councils (eg: Lagos and Faro) provided their auditoriums/theatres free of charge as Lagoa does, or whether rent was charged? Nobody was sure of the answer and investigations were needed.

Peter Morris thanked everyone involved for turning a bad situation around and recouping the outstanding funds.

11.2 The Algarveans Award
The President of the Direction Committee, Angela Theobold, presented The Algarveans Award to Jenny Morris-Marks for her perseverance, patience and tireless efforts throughout the year to keep the Association afloat and manage the truly diabolical situation with the Lagoa Câmara.

This prompted a standing ovation for Jenny from all present and a photo opportunity.

11.3 Final Thanks
The President of AGA, Madeleine Wheare, once again thanked Angela Theobold for steering the Association through a tumultuous year, full of of achievements, trials and tribulations.

She also thanked Chris Coombs for stepping forward and becoming an Officer of the Association. As a recently joined member, he shows commitment to the Association which is admirable.

There being no other business the Annual General Assembly closed at 17h15.

Minutes taken by Sarah Burbridge, Secretary

Reviewed and signed by

Madeleine Wheare
President of the Board of the General Assembly _____

Angela Theobold
President of the Direction Committee _____