



**NOTICE TO THE MEMBERS AND SUPPORTERS OF
TAUTAI CONTEMPORARY PACIFIC ARTS TRUST**

TAUTAI GATHERING PLUS ANNUAL GENERAL MEETING

Date of Meeting: Saturday 8 September 2018

**Place of Meeting: Tautai Office
Level 1, 300 Karangahape Road, Auckland**

Time of Meeting: 3pm

This is a chance to catch up with old friends and meet new ones, so do come and join us for afternoon tea. There will be a talk about recent activities of Tautai and what is being planned for the future.

This will be followed by the brief formal business of the Annual General Meeting:

- Minutes of Previous AGM
- Receive 2017 Annual Report
- Receive 2017 Audited Accounts
- Set the 2019 Annual Subscriptions
- Election of Trustee Board Members
- Any Other Business and Discussion

The Annual Report together with the Financial Statements and Audit Report for 2017 will be available at the Annual General Meeting or if you contact the Tautai office and request a copy, they will be mailed to you.

Tautai members and supporters together with their families and friends are all very welcome to attend the Tautai Gathering and Annual General Meeting.

For catering purposes, please confirm your attendance with the Tautai office by phone: (09) 376-1665 or email: tautai@tautai.org and also advise the number attending.

ELECTION OF BOARD MEMBERS

The trust deed of Tautai Contemporary Pacific Arts Trust provides that there be a Board of Trustees who shall be accountable to and elected by members of the trust. The Board shall consist of not less than four or more than ten members. Currently there are six members comprising the board which has responsibility for the governance of Tautai.

In terms of the trust rules of the Tautai Contemporary Pacific Arts Trust at least half by number of the Board members shall retire at the Annual General Meeting. Those Board members retiring by rotation are eligible for re-election and are willing to be re-elected.

Nomination for a position on the Board of Tautai Contemporary Pacific Arts Trust shall be by notice in writing by two Tautai members endorsed with the consent of the nominee and given to the Secretary not less than twenty-four hours before the time fixed for the Annual General Meeting.

Nomination forms can be obtained by contacting the Tautai office phone (09) 376-1665 or by email to tautai@tautai.org and should be mailed or delivered to the Tautai office.



CALLING FOR NEW BOARD MEMBERS

Over the last ten years, Tautai has experienced massive growth through its support of artists, curators, educators and increased programming initiatives. Our recent change of management has been an opportunity to review our strategic plan and identify three key areas that are critical to our success in the next period of growth.

As part of our strategic plan which sets the direction for the next five years, we are introducing a new model of leadership that will focus on the three key areas of growth; artistic development, relationships and partnerships and business management.

To support growth in these areas, we are introducing a new subcommittee model for the Board of Trustees. This will see The Board comprising of the right mix of people to support three subcommittees, each with a focus on one the key growth areas.

Using this approach to ensure we have the right expertise around the Board table, we are looking for new board members that have skills and experience in the following areas:

- Partnership development and management
- Fundraising and sponsorship
- Communication
- Artistic development - including institutions, the tertiary sector, NCEA, dealer galleries etc.
- Financial management
- Legal services

We welcome nominations to join the Board of Tautai at this very exciting time of change. We'd find it very useful if your nomination indicated which of the skillsets listed above the nominee has.

If you have any questions or require further information please feel free to contact us at tautai@tautai.org

An Arts Leadership opportunity

Are you looking for a leadership position in an innovative and visionary arts organisation that is making a real difference in Pacific arts communities?

This is an exceptional opportunity to step into one of 2 newly defined leadership roles at Tautai, New Zealand's contemporary Pacific arts trust. Tautai is one of New Zealand's most exciting arts and cultural organisations. Our purpose is to grow the rich ecology of Pacific creative arts practice and thinking in ways that allows Pacific people to infiltrate wider creative networks and which generates new opportunities. To achieve this Tautai provides leadership and support for artists, writers, curators and students at all levels. We work in partnerships.

Director of Tautai

This is a real opportunity to play your part and grow as a leader in a values-based and future-focused organisation that adds immense value to the community it serves. As Director you will be focused on working with the Tautai Board and staff to review, consolidate and further develop the organisation. The successful applicant will have a high level of familiarity with and extensive and positive relationships within Pacific communities

You will play a strategic leadership role at a critical new stage in the organisation's development. The successful applicant will have the experience required to successfully manage a small team to deliver (and increasingly inform) the Board's strategic plan. In addition to leadership and management skills you will have skills in one of 2 key areas:

- Developing and leading the delivery of arts development programmes and initiatives appropriate to the Pacific arts community OR
- Maintaining and developing external relationships (including members, supporters and stakeholders, existing and new funders etc) and managing effective communications across platforms relevant to the organisation's activities

As the new Director you will be involved in recruiting a person to a new Lead role which will be focused on the complementary skill set (from those outlined above). This new Lead role will support the strategic leadership of Tautai. You will both be supported by 2 experienced existing staff who are well versed in the organisation's activities.

If you are excited about playing a leadership role in an organisation at the heart of Pacific arts success we would love to hear from you. For more information and a full job description please contact us tautai@tautai.org

To apply please submit your CV and cover letter to tautai@tautai.org by Sunday, 5th August 2018.