



Minutes of the 46th Annual General Meeting of the Guild of Television Professionals held on 3rd June 2018 at Brooklands Museum, Surrey at 1pm.

Those Present

John Henshall (President); Graham Maunder (Chairman); and 49 members were present. Also in attendance was Jean Hibberd, Terry Abrey (Auditor) and Susan Hynard (Minutes Secretary). Apologies for absence were received from Brian Rose, Phil Rowe, Michael Sanders and Chris Yocoubian.

Minutes of the 45th Annual General Meeting

The Minutes of the 45th Annual General Meeting were circulated. They were agreed as a true record, and duly signed by the Chairman. There were no matters arising from the Minutes.

Chairman and Officers' Report

Graham Maunder circulated a written report and also addressed the meeting. He made reference to the GTC's activities over the past year, beginning with the change of the Guild's name and the continued close working with the IAWF. He went on to mention the growth in membership which he suggested was due to new schemes attractive to members; the GTC Academy which had been held three times; the wide selection of workshops; Zerb, InFocus, the website and electronic communications; the legal advice offered by Alex Wade; the sponsorship of an industry award, which had been covered by Sky Television; the new Forum, which had seen an increase in member participation. He concluded his remarks by thanking members who had served on Council, especially those not seeking re-election, and by welcoming the new Council.

Written reports from other officers were circulated and had also been made available on the GTC website. These reports are appended to these Minutes.

Resolution

It was proposed by Graham Maunder, seconded by Rex Palmer, that the Chairman's and Council Officers' reports for the year 2017-2018 be adopted, which was agreed nem con by a show of hands.

Statement of Accounts for the GTC and Zerb

Simon Roe presented the statement of accounts for both the GTC and Zerb. In his address, he mentioned an increase in income as a result of more members joining; a drop in subscribers income from IAWF members; a drop in sponsorship income; a drop in savings account interest; an increase in expenditure on Council meetings; a larger contribution towards the 2017 Awards; a net contribution from workshops; an increase in case reserves and overall surplus in funds.

Terry Abrey then addressed the meeting and spoke in some detail about the more technical elements of the accounts, mentioning new accounting protocols for sponsorship, the GTC's support for print and electronic communications; and the Academy, which was a new budget

item. He concluded his remarks by thanking Simon Roe and Sophie Day for their management of the GTC's finances.

Graham Maunder asked for confirmation the bank account names and signatories had been changed to reflect the Guild's change of name and officers, and it was confirmed this had been accomplished.

Resolution

It was proposed by Rex Palmer, seconded by Roger Richards the accounts for the GTC and Zerb be adopted for the year ending 31st January 2018. This was agreed nem con by a show of hands.

Notification of Council Membership

Members present were informed 20 nominations had been received for the 20 vacancies on Council. It was noted Roger Richards had initially intended to offer himself but had withdrawn his nomination in order to avoid an election. The names of the Council members for 2018 – 2020 were confirmed as follows: Jake Bennett-Young; Alison Chapman; Mike Connelly; Jim Cullen; Simon Edwards; James French; Sally Garrett; Kate Harvest; Mark Howe; Graham Maunder; Clive North; Hazel Palmer; Rex Palmer; Peter Rance; Simon Roe; John Rossetti; John Tarby; Chris Yocoubian.

There was no other business, and the meeting closed at 13.38

Officers' Reports Appended for Information

Chairman's Report

Submitted by Graham Maunder

Over the last year as Chair of the GTC, the GTC Council has overseen many things and we have moved forward at what I would consider to be an amazing pace for an organization of our size. I am proud to have been part of the changes and improvements we have made, most notably the name change that was instigated at an EGM a couple of months after our last AGM making our organization much more inclusive.

The incorporation of the IAWF continues and we have welcomed more members from their ranks. Overall, our membership continues to grow strongly and this is no small part because of some of the improved benefits we now offer as an organization.

The introduction of the GTC Public Liability Scheme has now continued into it's second year and is proving ever more popular and represents amazing value for money.

The GTC Academy continues to be popular with Universities and we have run 3 courses this last year at Farnham, Staffordshire & Bristol. We are now looking at the possibility of combining this with the Students Award in some form or another.

Workshops continue to be one of the mainstays of the GTC and Clive North has once again managed to arrange a great selection on a wide range of industry topics and these continue to get record attendances.

Zerb and GTC In Focus also continue to go from strength to strength and I feel I must make special mention of the special Zerb mental health supplement that Sally Garrett was instrumental in putting together which has really brought to the forefront the support that is needed in our industry. The digitisation of the entire GTC magazine back catalogue is now complete and the website continues to be a great source of information on so many levels.

I must also thank Alex Wade for his ongoing contributions and legal advice which is available to our members and is another amazing string to our bow.

This year also saw us get involved with the sponsorship of a Cinematography award that was covered live on Sky TV – something that as an organization we were approached to do.

Finally, the new and improved Forum which is becoming an invaluable source of information for our members and is gradually shaking off the 'fuddy-duddy'ness' of our old forum and is seeing an increase in new members using it. If you haven't used it yet don't be a stranger – there are people out there with valuable information they are willing to share.

Of course, none of this could have been done without the hard work of GTC Council members, who demonstrated the willingness and determination to make the GTC ever more relevant and inclusive for all those working with TV cameras and my special thanks go out to those that have worked above and beyond what would reasonably be expected of them.

It's also exciting to be in a new venue for this year's AGM and awards and many thanks go to those Council members that made this move possible. I hope everyone has had time to view the museum at this historic venue and hopefully even get the time for a quick 'trip' on Concorde after the AGM.

To sum up, I truly believe that we have achieved another great year at a time when things aren't getting any easier in our industry but having the GTC definitely helps people to feel they belong and hopefully provides an invaluable asset to your careers.

Finally I would like to thank those members of the Council that are stepping down and welcome the new Council members to what will hopefully be another exciting year ahead.

GUILD OF TELEVISION CAMERA PROFESSIONALS

BALANCE SHEET

31st JANUARY 2018

	<u>2018</u> <u>£</u>	<u>2017</u> <u>£</u>
<u>FIXED ASSETS</u>		
Office and Display Equipment	<u>1,496</u>	<u>1,469</u>
<u>CURRENT ASSETS</u>		
Loan : Zerb	358,108	327,208
Debtors and Payments in Advance	24,710	14,939
Bank Accounts	194,290	166,073
	<u>577,108</u>	<u>508,220</u>
<u>LESS : CURRENT LIABILITIES</u>		
Bill Vinten Award Fund Creditors	30,591	19,467
	<u>30,591</u>	<u>19,467</u>
Net Current Assets	546,517	488,753
	<u>548,013</u>	<u>490,222</u>
REPRESENTING :		
<u>General Fund</u>		
Balance : 1st February 2017	489,585	432,732
Surplus for the Year	57,791	56,853
Balance : 31st January 2018	<u>547,376</u>	<u>489,585</u>
<u>Mike Baldock Award Fund</u>		
Balance : 1st February 2017	637	637
Award costs		
Balance; 31st January 2018	<u>637</u>	<u>637</u>

548,013

490,222

I have examined the above Balance Sheet and annexed Income and Expenditure Account and confirm that they are in accordance with the books and records of the Guild.

T.J. Abrey FCA
Chartered Accountant

24th April 2018

GUILD OF TELEVISION CAMERA PROFESSIONALS

INCOME AND EXPENDITURE

YEAR ENDED 31st JANUARY 2018

	<u>2018</u>	<u>2017</u>
	<u>£</u>	<u>£</u>
<u>INCOME</u>		
Subscriptions	71,248	64,179
Subscriptions - IAWF joint members	2,100	2,625
Sponsorships	25,317	32,988
Interest Received	1,335	1,424
Donations	7,977	3,407
	<hr/> 107,977 <hr/>	<hr/> 104,623 <hr/>

EXPENDITURE

Council Meetings	7,985	6,299
Annual General Meeting	733	1,351
Administration Expenses	25,725	25,359
Audit	600	575
Education & Members' Services	400	483
Awards Event	7,417	2,313
Workshops	(1,700)	7,029
Bill Vinten Awards	4,048	2,239
GTC Academy	2,496	
Donations made	1,100	1,103
Doubtful debts		

Promotion		
Depreciation	1,115	734
	<u>49,919</u>	<u>47,485</u>
Surplus	58,058	57,138
Corporation Tax on Interest	(267)	(285)
Surplus for the Year	<u>57,791</u>	<u>56,853</u>

ZERB : THE JOURNAL OF THE GUILD OF TELEVISION CAMERA PROFESSIONALS

BALANCE SHEET

31ST JANUARY 2018

	<u>2018</u>	<u>2017</u>
	<u>£</u>	<u>£</u>
FIXED ASSETS		
Computer Equipment	<u>340</u>	<u>679</u>
	340	679
CURRENT ASSETS		
Debtors	10,363	17,931
Bank	11,289	6,628
	<u>21,652</u>	<u>24,559</u>
Less: CURRENT LIABILITIES		
Loan: Guild of Television		
Cameramen	358,108	327,208
Creditors	8,079	7,861
	<u>366,187</u>	<u>335,069</u>
NET CURRENT ASSETS		
(LIABILITIES)	(344,535)	(310,510)
	<u>(344,195)</u>	<u>(309,831)</u>

REPRESENTING :-

Accumulated Fund

Balance : 1st February 2017	(309,831)	(272,639)
Loss for the Year	(34,364)	(37,192)

Balance : 31st January 2018	<u>(344,195)</u>	<u>(309,831)</u>
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I have examined the above Balance Sheet and annexed Trading and Profit and Loss Account and confirm that they are in accordance with the books and records of the Journal.

T.J.Abrey FCA
Chartered Accountant
24th April 2018

**ZERB: THE JOURNAL
OF THE GUILD OF
TELEVISION CAMERA
PROFESSIONALS**

TRADING ACCOUNT

**YEAR ENDED 31st
JANUARY 2018**

	<u>Income</u>	<u>Direct</u> <u>Costs</u>	<u>Trading</u> <u>Deficit</u>	<u>2017</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Zerb	33,048	(39,463)	(6,415)	(6,007)
Newsletter	18,231	(27,257)	(9,026)	(9,344)
Website & E-mail	7,855	(14,230)	(6,375)	(4,616)
	<u>59,134</u>	<u>(80,950)</u>	<u>(21,816)</u>	<u>(19,967)</u>

OVERHEAD COSTS

Administration Expenses	261	981
Accountancy	500	495
Depreciation	340	340
Bad debt provision		
Consultancy Fees	3,150	2,750

Publicity and Promotion	<u>8,297</u>		<u>12,659</u>
		12,548	<u>17,225</u>
		<u>(34,364)</u>	<u>(37,192)</u>
Interest Received			
		<u>(34,364)</u>	<u>(37,192)</u>
Corporation Tax on Interest			
TRADING LOSS		<u>(34,364)</u>	<u>(37,192)</u>

GTC Website Administrator's Report

Submitted by Alison Chapman

Well, I'm still here! Last year in my report you might remember that I announced I would like to give up the website and already about half-way through a generous one year's notice... but no one came forward to take over and as time went on I began to think around the problem. This resulted in the notion of getting some assistance with certain tasks, mainly the publishing of GTC sponsor news, which is a never-ending and, at times, overwhelming job – but one that is nevertheless hugely important as it is very much appreciated by our sponsors, and contributes a large part to the package of sponsor benefits that keeps them coming back year on year to support the GTC. I am very grateful to Council for approving some paid assistance for this part of the work, which has basically allowed me to continue doing the job of overseeing and taking the website forward as well as looking after all the GTC material on the site.

We continue to work well with the developers Diablo and don't currently have any plans for major added features at the moment, instead focusing more on making sure that everything we do offer on the site works as well as it can and also undertaking 'housekeeping' work to remove out of date content and chase down broken links etc.

Like every other organisation in the land, we have been doing work on GDPR compliance. We are happy that our practices around member and other data are good and we have drawn up a privacy policy – we are just waiting to implement a 'cookies' pop-up on the website and as soon as this is in operation we will also publish the policy and notify everyone where they can see it.

Zerb Managing Editor Report

Submitted by Alison Chapman

This year I have enjoyed working with guest editors Hazel Palmer and Sally Garrett. Hazel edited the Autumn 2017 issue, which immediately followed the conclusion of the rather protracted and at times heated debate around the historic change of name for the GTC. Amongst our usual wide range of topics, Hazel looked into the state of diversity in the industry and also why names really do matter. The Spring 2018 edition was edited by Sally Garrett, who brought to it the inspired idea of focusing on the issue of mental health problems within the industry. This timed nicely to coincide with the launch of the Film and Television Charity's new 24/7 helpline and, in the end, the mental health strand became such a big part of the magazine that we decided to produce the standalone 'Zerb Mental Health supplement', which was extremely well received. I am very grateful to both Hazel and Sally for all their help and energy in bringing together two great issues of Zerb in which we were able to tackle some really important issues while at the same time not diluting the core camera equipment / location report elements

of the magazine. I am also very appreciative of the ongoing strong editorial contributions from our IAWF members.

Many thanks also to all those GTC members and sponsors who contributed to the two issues this year and to those who are planning articles for forthcoming issues – such contributions are the lifeblood of our magazine and the effort is much appreciated.

As in so many areas of the GTC's work, Zerb is still reeling from the tragic and untimely passing of Martin Hammond. Behind the scenes, Martin was a huge support to the magazine, not only in assisting James French with advertising sales (Martin had several companies for whom he was our main contact, plus he would take the reins when James was too busy with work). On the editorial side, Martin was also a great source of ideas for articles as he always knew who was doing what and, because he seemed to know literally everybody in the industry, could often be called on to open doors to people we were having trouble getting in touch with. In the last issue alone, he played a major part in facilitating three articles. It's been said so many times before, but he really is sorely missed.

As ever, my thanks go to James French (and posthumously Martin too) for another year's hard work on raising the money that makes all the editorial work worthwhile – and pays for the magazine! We are also very grateful to the designers at Toast and printers at Holywell, both of whom continue to do a great job and make the production end of things as stress-free as they can be.

'Digital Zerb' is beginning to be better used now. As a reminder, GTC members can access all issues including the most recent one, plus they can download any material. Non-members cannot see the latest issue and have to apply for permission to download material. There is a short resume of each back issue in the section <http://www.gtc.org.uk/publications/zerb.aspx>, and the entire PageSuite collection of issues is also searchable. GTC members wanting to enjoy the full access rights should always enter the archive via this member login page: <http://www.gtc.org.uk/publications/gtc-member-digital-editions.aspx>

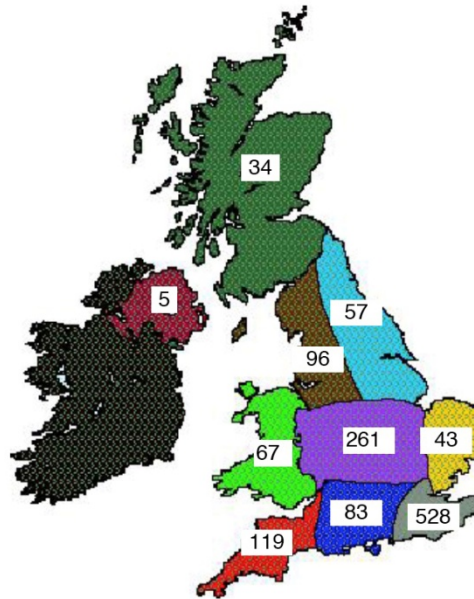
We continue with the 'guest editor' system on Zerb. One of our younger GTC members, Laura Jeacocke (possibly our youngest guest editor yet?), is currently looking after the Autumn issue. This is exciting as the point of the guest editor system is to look at the magazine from as many different points of view as possible to keep it fresh, so it's great to have one of our recent student members involved. And there is a space for a guest editor for the Spring 2019 issue – so, if you fancy doing something completely different and having a go at editing our industry recognised magazine, please contact Alison on zerb.production@gtc.org.uk

Membership Report

Submitted by Roger Richards

The GTC has seen a steady increase in membership during the year. The total membership as of the 1st June 2018 is 1,418 and is already fast approaching this year's target of 1,500, which will mean that we have almost doubled our fully subscribed membership in five years.

Number of UK Members	1348
Number of Int Members	70
Number of Total Members	1418
Number of Full Members	1079
Number of Affiliate Members	25
Number of Associate Members	42
Number of Academic Members	3
Number of Student Members	36
Number of Honorary Members	15
Number of Fellow Members	27
Number of Retired Members	56
Number of IAWF Members	42
Number of IAWF Associates	12
Number Sponsor Members	81



GTC Public Liability Insurance

We were pleased with the take-up of the scheme introduced, in conjunction with Performance Insurance, and have continued the offer for the year May 1st, 2018 to April 30th 2019 with no increase in cost of premiums. We currently have just over 200 members participating in the scheme.

GDPR

You will be pleased to know that the GTC is now fully GDPR compliant and our privacy policy for members is available on the GTC website. You may also request a copy from administration@gtc.org.uk

Exhibition Report

Submitted by Sally Garrett

Since the last Council Meetings there hasn't been any Exhibitions so I don't have much to report.

I have ordered some new GTC pencils, which have been delivered to Simon Roe and myself and Simon Edwards have been looking at other ideas such as lens cloths and base plate screw drivers etc. which can be GTC branded for future exhibitions.

I have been putting together a file for whoever takes over my role of Exhibitions Officer to show them what needs to be done and who are contacts are. When the new EO is voted in I will walk them through it all and be around to help at any time needed.

Moving forwards we need to decide if we are attending IBC in Amsterdam (13-18th September 2018) in the same capacity as last year, were they restock our magazines for us and a few representatives go over and speak to our sponsors?

We also need to make a decision for KitPlus in Manchester (6th November 2018). I went in 2016 and didn't think it was worth our while but James French attended 2017 and thought it was.

BSC in Battersea (1-2nd February 2019) is by far the best exhibition for the GTC as it is attended by working professionals, students and sponsors.

BVE, many of our fellow guilds have decided over the last few years the BVE is not worth attending as it has gone through some major changes and not for the good. What is the common consensus about attending in the future?

Sponsorship and Advertising Manager's Report

Submitted by James French

The last 12 months have gone well for my role with a steady income stream from both sponsorship and advertising. However, it was marred earlier this year by the sudden and tragic death of my assistant in these tasks, Martin Hammond. It cannot be underestimated how much the GTC and other organisations benefitted from his contributions in so many ways. I also miss him terribly as a good friend and colleague.

Sponsorship

At the time of writing we have 79 full GTC sponsors, comprising many of the leading names in the industry. We have lost a few and gained a few over the past 12 months.

We currently have three website sponsors. The sponsor news pages have really come into their own recently. This free service for our sponsors means that we will show press releases on the website, in a special section, free of charge. This seems to be popular with both them and the membership.

Once again, I would like to thank all our sponsors for their tremendous support. Without them, we would not be able to provide half the services that we do, without a substantial increase in subs. Please always consider our sponsors' products first and remember to mention the GTC in your dealings with them – you may even get a discount!

Zerb

Advertising in our flagship magazine has remained steady, against a steadily deteriorating trend in the print industry as a whole. Whilst our ads are not cheap, they are much more competitive than ever (our rates have barely changed for over 15 years!) and I believe our advertisers recognise the quality of the finished product and appreciate the efforts that Alison Chapman and I go to, in order to ensure the optimum and fairest position for every single ad. Each is placed in a good position near editorial, rather than languishing with hoards of similar ads, towards the back of the magazine.

GTC In Focus

Our quarterly newsletter continues to thrive, due to the fact that it is a very important vehicle for those advertisers on a tight budget, as it offers excellent value for money.

gtc.org.uk

The website has been steadily evolving and now looks busier than ever with an increase in the number of regular visitors. This is all down to the hard work of Alison Chapman. I am slightly disappointed on the uptake of banner ads, especially as those that do advertise seem pleased with the response. Our rates are very competitive.

Digital Magazine Archive

The digital archive offers new advertising opportunities. If you are interested, please contact me on advertising@gtc.org.uk or 07855 743845

My position on Council

I have decided to rejoin Council, following the death of my mother in November. Caring for her had taken up a substantial part of my time. On top of this, carrying out my duties was made quite difficult without a voice at the table. I am looking forward to being part of the new Council and there are some interesting new things in the pipeline...

Education Report

Submitted by Alan Duxbury

The last year saw the launch of the GTC Television Academy, an idea initiated by Roger Richards, to continue the Guild's role in education. There have been four events at Bournemouth University, The University for the Creative Arts in Farnham, Staffordshire University and the University for the West of England. All have been well received. Bournemouth and Staffs had over eighty students attend, Farnham around forty but UWE was disappointing. Lecturer John Podpadec, put this down to the timing and deadlines for final year projects. With this in mind it may be better holding future events in the Autumn and Spring terms. Several members attended the Bournemouth event but only one or two for the other venues.

We asked for a contribution of £600 from the universities. This doesn't cover the cost of the event and seems to be an issue for some of the universities. Hopefully, when they see the value of such events they can plan their budgets accordingly.

The Bill Vinten GTC University Award had the recipients receive work experience with DoP John Lee on a new BBC drama, 'Bodyguard', while the winner spent time with DoP Zac Nicholson and director Trevor Nunn on his latest film 'Red Joan'. In spite of preparing information for the website regarding this years Bill Vinten GTC University Awards, no council members were forth coming to help with any of the tasks (see minutes Nov 2016 for suggestions) except for James French who offered to arrange for the Keynote/Powerpoint presentation. It is apparent that there's a lack of commitment from Council regarding the Bill Vinten GTC University Awards so I have no wish to commit the time and energy required to pursue this further this year.

After a meeting with The Short Film Show organiser, Alex Doherty, the judging software at filmfreeway.com might be appropriate. James French made suggestions to move things forward in a document distributed to council in April 2018.

Awards Report

Submitted by Mari Yamamura

Last year, we streamlined the judging process by using online viewing and voting form. It not only saved money but also saved time as we didn't have to physically burn DVDs to send out to jury.

We continued with the online judging process this year and made further improvements on the workflow by verifying the footage coming in early to avoid making the contributors wait for too

long and to create the pipeline all the way, therefore we could complete the judging link for each programme as and when the footage came in throughout the year.

For many years, Ferdie Langdon worked as our editor, who contributed greatly to creating GTC Awards related clips. However, to accommodate these new changes, we introduced our new editor Chris Roberts, who has equally worked hard to get all the editing done for this year's GTC Awards.

Despite the extremely sad news about Martin Hammond, who had coordinated our judging day at Pinewood Studios over the years, we somehow managed to carry out our judging day at BSC Lodge and RED 4K theatre as before and completed the judging process successfully in April. We had 20 nominations for Awards for Excellence.

This year we renamed our highest award TiCA – Television Cameraman's Award to GTC Dick Hibberd Award in tune with Guid's name change that happened last year. This will be explained more during the awards ceremony later on.

We also retired Mike Baldock Award and introduced more self-explanatory Outstanding Contribution Award in its place, which will be given to individuals who contributed to the guild or the industry.

I hope you enjoy the award ceremony this evening.