

ASSITEJ
Executive Committee Meeting
Seoul, Korea
January 5-9, 2017

Present:

Yvette Hardie, President, South Africa (YH)
Marisa Giménez Cacho, Secretary General, Mexico (MGC)
Roberto Frabetti, Treasurer, Italy (RF)

Stefan Fischer-Fels, Vice President, Germany (SFF)
Asaya Fujita, Vice President, Japan (AF)
Vigdís Jakobsdóttir, Vice President, Iceland (VJ)

Daniel H. Fernández, Argentina (DF)
François Fogel, France (FF)
Sue Giles, Australia (SG)
Nina Hajjiyanni, UK (NH)
Imran Khan, India (IK)
Diana Krzanic-Tepavac, Serbia (DKT)
Manon van de Water, USA (MvdW)
Razi Amitai, Israel (RA)

Marissa Garay, Executive Assistant, Mexico (Maui)
Kenjiro Otani, Translator, Japan (KO)

January 5:
Sookhee Kim, President ASSITEJ Korea, Host (KS)
Seok-hong Kim, ASSITEJ Korea (ShK)
Jinhee Bae, ASSITEJ Korea (JB)

AGENDA

1. Welcome from President and Host
2. Apologies
3. Proposal and Approval of Agenda
4. Review of EC Participation in Winter Festival
5. General Reports:
 - 5.1 President's Report
 - 5.2 Secretary General's Report
 - 5.3 Treasurer's Report
6. Specifics of Working Groups (Reports)
 - 6.1 Publications
 - a. Magazine and Leaflet
 - b. Newsletter
 - 6.2 Promotions
 - a. World Day Campaign
 - b. Promotion of Congress
 - 6.3 Projects
 - a. Reports on Regional Workshops
 - b. Congress (ASSITEJ Playground, Encounters, Auction)
 - 6.4 Protocols, Policies and Fundraising
 - a. General Assembly Processes
 - b. Awards
 - c. National Centers Handbook
 - d. Friends of ASSITEJ
 - e. EC Book
7. Reports from the Regional and Professional Networks
8. Memberships
 - 8.1 New Member Applications
 - 8.2 Problematic Memberships
9. Work in the Working Groups
10. Award Deliberations
11. Specific Items of Business
 - a. Congress
 - b. New Networks
 - c. Material on Natalya Sats
12. Reports from the Working Groups
13. Next EC Meetings
 - a. Cape Town, South Africa – ASSITEJ Congress, May 2017
 - b. Future Possible Meetings
14. Any Other Business
15. Closure

1. Welcome from President and Host

KS welcomed the EC and presented members of ASSITEJ Korea as well as some of the volunteers for the ASSITEJ Korea Winter Festival Staff.

2. Apologies

Apologies from RF and SFF, who would be arriving one day later.

3. Proposal and Approval of Agenda

The agenda was revised and officially approved.

4. Review of EC Participation in Winter Festival

JB explained what the International Performing Arts Networking for Young People event would be and how ASSITEJ Korea would like the EC to participate in a roundtable.

5. General Reports:

5.1 President's Report

(See full report as Addendum A)

YH gave her report, which consisted of the following points:

ASSITEJ Related Business:

- Successful and supportive site-visit from MGC to Cape Town.
- General correspondence with members and dealing with work from the Cameroon meeting.
- Managed to obtain magazine articles from South Africa and other African countries.
- Work on preliminary designs for magazine.
- Designed a questionnaire for National Centers Handbook. We need to decide if it will be disseminated and how many Centers will be asked for input.
- Correspondence with International Associations around performance week. ASSITEJ needs to make a clear proposal about what we'd like to happen this week in March 20-27. Time is quite short so a proposal needs to be made during this meeting. One option is to brand it or give a title and each organization can promote it in their newsletters.

Travels:

- Gauteng, South Africa for meetings regarding World Congress.

ASSITEJ South Africa News:

- Successful Vrygrond Family Festival.
- Assisting Pillowfort Productions with tour to Iran.

Cradle of Creativity:

Still waiting for large funding applications and expecting to know about them in February/March. Corporate sponsor grant has come through and city of Cape Town funding is coming. Some private donations and Flemish Embassy commitment. Spanish, USA and Royal Netherlands Embassies have said they will support, but haven't set amounts yet. The major issue is that the principle support for productions sits in two grants, which are yet to be announced. For the moment some performances depend on this funding being confirmed.

The idea was to open registration and ticket sales in January but now ticket sales could potentially be delayed until February/March because we'd be closer to having a more accurate program in terms of productions.

Need to manage communication carefully. SG suggested to shift the narrative since there is something unique and specific already about coming to Africa. MvdW agreed and shared that three of her students who had been accepted to the ITYARN conference had been blown away by the idea of having been invited. Normally support is not offered during ITYARN conferences, so people are used to finding their own support.

DKT agreed to keep in mind that it is an event outside of Europe, and for people to be aware that the conditions are not the same in the whole world.

MvdW proposed adding a sentence to the registration that asks people to give an amount like \$10 extra that goes to a fund for sponsoring people from countries that need help.

IK agreed and said it could be a general call asking to support with \$5-10 because it is not a big task and could be very helpful.

MGC asked to think about the position of the association since this is an ASSITEJ event and once a country bids for such an event, they have a responsibility. There has been a lot of work in promoting the Congress and there is a lot of excitement that should not be lost. Of course we are in solidarity with ASSITEJ South Africa and the organization of Cradle of Creativity but we should be careful on how things are expressed publicly.

MvdW went back to the idea of the narrative and saying this is the first time the Congress takes place in a non-rich country. RA agreed that the main promotion is that the Congress is in Africa and people can combine the event with extending their stay and touring. IK reminded the EC that ASSITEJ South Africa did a brave job by bidding for the Congress and it will be a great beginning for developing nations to look in the same direction. While responsibility rests within ASSITEJ South Africa to organize the Congress, we as EC should also see the possibility of making sure the Congress in Cape Town is a success if we want other African, Asian and Latin American countries to come forward and organize a Congress or Artistic Gathering.

DKT said this was the philosophy to start having events in other developing countries.

YH asked the Promotions working group to look at ideas for expressing this and NH said it was important that the situation is transparent.

VJ requested that it be done soon because there is a risk that the word gets out that things are not good in South Africa and that is not the case, only that maybe not all the funding will be available.

YH asked if the EC agreed to separate registration from ticket purchases, maybe having a partial preview of the program only of things that are certain, similar to the way it was done in On The Edge.

YH expressed that 30 Next Generation participants have been confirmed. The Australian participant was not able to accept the offer and was replaced by a shortlisted participant from USA. Participants are requesting travel support, which must be revised before the end of the current meeting in Seoul.

Regarding interns, people have approached to help but at this stage there is no funding for them. There is a small amount in the Lottery budget that could eventually support them maybe with accommodation. If they are able to fund themselves, ASSITEJ South Africa can find a place for

them to help. Currently, a Danish intern is interested. The idea is for interns to be around for about a 3-week period, beginning a few days before the Congress.

ACTION:

1. Promotions Working Group will look at ways of promoting the Congress, focusing on the idea that it will take place in a developing country at a difficult economic moment.

5.2 Secretary General's Report

(See full report as Addendum B)

MGC gave her report, which consisted of the following points:

Communication with the centers

- This always takes up a lot of time since we receive many emails and questions daily.
- Official letters (Etoundi – thank you letter for EC meeting in Cameroon; letters of invitation to the Congress for Honorary Members and Friends of ASSITEJ – 34 letters in total; support letters for obtaining funding to the Congress – 70 letters in total).

New Applications

- China (following process with Fiona Kaaka and ASSITEJ China). MvdW informed she had spoken with Simon Wong who said he would like to talk more about the situation but of course everyone was welcome to take part in the Producers Network.
- Pakistan (interest in hosting next Asia meeting).
- Ukraine (to be discussed in this meeting).
- Burundi (shown interest but haven't applied).
- Congo (shown interest but haven't applied).

Networks

- IIAN (pending response regarding the IIAN Declaration). SG will share draft of a response for EC approval.
- Dance (information was uploaded to the website).
- Music (received report on Happy New Ears Congress).
- WLPG (received report on the Playwrights Award).

EU Funding Project

YH said the application was put forth without knowledge of the EC, although ASSITEJ is very present within it. Dirk Neldner shared the first part of the application that consists of a narrative description. If the application is successful it will be of great benefit to ASSITEJ, but we must have a conversation with Dirk so that we are integrated into the decisions. He has requested that in case that the application receives the funding, the network should become an official network of ASSITEJ. However this may not be appropriate. It may be better to use the definition of ASSITEJ international project.

Website

Honorary Members' section has been updated.

Column for the 19th ASSITEJ World Congress will be available in the month of January.

Leaflet

Content for the 2017 leaflet must be updated along with Promotions working group.

ASSITEJ Archives

The May 2015 – May 2016 file will be sent to YH for revision in January.

Office in Mexico City

The Minister of Culture, who was very internationally active, has recently died. The new Minister is a woman who used to be the director of the Fine Arts Institute and who knows ASSITEJ very well. The bad news for the office is that Mexico is in a very bad economic crisis at the moment.

International Invitations

Will try to attend FETEN in Spain.

IberoAmerican Centers

Working on Spanish translation for the Congress.

Contact with centers from Argentina, Chile, Cuba, Mexico, Spain and Uruguay in regards to a letter for Iberescena asking for support in TYA projects.

Site Inspection Visit to Cape Town

MGC gave a summary of her visit to Cape Town in November.

She mentioned delegates will have a very complete panorama of the city with the various venues, and explained a little of what each venue consisted of, including the cultural hubs. MGC also mentioned the people seemed very keen to participate, and how they will be running all the activities.

ACTION:

- 1. Leaflet content for 2017 will be updated by Promotions and Secretariat.**
- 2. MGC will send the May 2015 – May 2016 archive to YH for revision.**

5.3 Treasurer's Report

(See full report as Addendum C)

RF gave his report, which consisted of the following points:

Main work between Cameroon and Korea

Solidarity fund with support to the projects.

Proposals of possible amendments to the Constitution.

Simulation on the use of the new fee.

Structure of the EC Book.

Suggestion on the conception of network.

Clarification on being Totally Non Commercial versus Mainly Non Commercial.

Budget Projection

RF explained that the current situation was not so different than it was in Yaoundé, the change was mainly due to the depreciation of the EUR so there is now a \$2,000 USD difference, but it remains positive with a net profit of about \$7,000 USD.

A big issue is fundraising and RF said the EC must discuss what kind of fundraising is possible for ASSITEJ. Regarding Friends of ASSITEJ, the goal has been reached and passed; there was a new donation from Philip Hardy.

RF expressed that due to the devaluation, there may be less availability regarding the support to the Secretariat.

Regarding magazine costs, the new quote must be considered since it will likely be less than the 8,000 EUR estimated.

Support for Next Generation during the Congress must still be defined but for the current projection it is of \$5,000. VJ supported the idea to raise this to \$7,500.

The cost for digitalization of the archives must be defined with MF. If expenditures are less, this can be used for something else.

For now the income of the Secretariat is the same of the cost however, if there is a gain MGC will have to decide how to use it.

Membership and Member Fees

ASSITEJ Turkey increased their payment, which was a surprise knowing the difficult situation in their country.

ASSITEJ Latvia paid all of their arrears.

VJ commented that she believed the incorporation to the Nordic-Baltic countries was a real boost for them.

DKT inquired about Bosnia and Herzegovina and RF said he had tried to contact them in December, but their email was incorrect. DKT said she had no contact with them either but would like to have a partner in them and ASSITEJ Croatia was very keen in helping with this part.

Regarding the matter of being commercial/non commercial, YH clarified that the proposal for now is to keep the situation unchanged, so ASSITEJ will remain mainly non commercial.

RF explained that since we don't know if the seat will remain in Italy or not in the future, there is no advantage in changing.

YH then asked if the EC should look at exploiting the possibilities within commercial activity.

MGC suggested having advertisements on the website. VJ recalled these had existed during Ivica Simic's time in the Secretariat and that she didn't feel it would be right for the association to promote certain companies only. Since there is a big difference in what theatres/festivals can do financially, there needs to be a different way and VJ suggested maybe mentioning them all but maybe festivals could have the option to buy a bigger space on the website.

YH expressed that the content should equally promote everyone. There can be a separate space for those who would like to promote themselves, but it must be clear that these are advertisements.

RA explained that in order for someone to advertise on the website, they will want to know how many people it reaches. It is clearer with the newsletter for example because everyone receives it; with the website, each person must visit it in order to see the ad. FF mentioned he ethically agreed with VJ but practically agreed with RA. He said maybe there is a way to rebalance things in how we

organize our work. FF also commented that the space for these campaigns is very narrow and it is not clear who would rush to buy an advertisement.

NH suggested it would be good to know how many visits the website receives.

MGC stated the newsletter was already a space for centers to share their news and should be kept that way. She suggested ads could appear on printed material for certain events.

IK explained the difference was that advertisements could come from companies or individuals.

RA then expressed that the whole issue belonged to branding ASSITEJ as an organization and making it important for National Centers to advertise through ASSITEJ.

IK reminded everyone of times when many Centers would organize theatre markets, and in this way it would be very important for them to visit the ASSITEJ website where they can reach their target audience; it could be a useful tool.

On the simulation of the new use of the fee, RF explained his hypothesis of who can pay more, who can't and what would happen in this scenario. Keeping different levels of full members, increasing corresponding membership levels and unifying members, his hypothesis is ASSITEJ would reach the total amount of \$23,000-\$24,000 USD/EUR, which is currently \$22,000. The idea is to use the opportunity to invite all those who can increase the \$150 level, but also keeping this option.

YH mentioned that this option does not require any kind of discussion with the members since it is only about encouraging them to increase their payment, but they are not obliged to do so.

RF reminded the EC that a lot of members pay in EUR so this may be a problem given the depreciation of the coin.

As a suggestion, MvdW gave an example of how the American Alliance for Theatre & Education sent an email to its members announcing the fees would increase, but if people paid before a certain date, their fee would remain the same for two more years. This also alerts people that their fee will be higher in three years.

YH agreed that it was a good strategy but this means the General Assembly would have to agree to the changes in membership fees.

MvdW then went back to the idea of increasing the fees percentage-wise.

SFF said the only way to find an argument for increasing the fees is to say we have increased our activities and having more projects costs more. Another argument is solidarity, and how we want to make the world a more just place by spreading the income in another way.

YH mentioned the two regional workshops that have already happened. Both have been supported by ASSITEJ, at different levels. If this is part of the working plan, we want an increased expenditure in that area; this is a good argument when looking at increasing fees.

RA suggested announcing to members that part of the agenda will be to increase the fees. If they want to pay ahead 3 years, before the Congress, then their fee will remain the same and it can help collect more money by then. Later, we discuss the fees for the future.

DF commented these were two different things, one is obtaining more money and the other is obtaining the same amount but quicker.

SFF agreed that it was tricky to say we need more money but if you pay in an anticipated way, we don't.

RF said it was important to link the increase in contribution to the problem, in other words link the clarification of fees with the solidarity fund and support to the projects.

FF mentioned that in the list of those members who pay \$150, there are several large centers that manage to organize very big festivals and could probably pay more, so maybe ASSITEJ should have a different policy regarding who pays the top amount and who doesn't. RF agreed that more dialogue with the centers is needed.

NH shared that in some membership models in the UK, the fee is determined by your turnover so organizations with a bigger turnover would pay a larger fee than small independent companies based on amount of income and expenditure.

YH commented that it was difficult to know how the centers operate economically, since we don't ask for financial statements.

RF mentioned it was important to use this discussion in the General Assembly to propose to the members that the fee is separate to the relation with the association. It is important to use the element of Congress and vote. Currently, more people will be able to vote in the Congress if they haven't paid since it will be five months instead of six.

YH explained that even though the Constitution mentions no more than six months in arrears, it has never been interpreted like that. A better formulation would be to say they must pay for the year in which the Congress takes place.

MvdW asked if there was a due date for fees within the Constitution and YH answered that it was in the policies and it was stated as January 1st.

MGC suggested making an announcement for people to pay their fees if they are planning to attend the Congress. RA recommended that when Centers send the named of their representatives, they should know to include the 2017 payment.

6. Specifics of Working Groups (Reports)

6.1 Publications

a. Magazine and Leaflet

YH has asked for articles from South Africa and Africa in general; MGC asked for an article from the Brazil-Mexico-Mozambique coproduction Karin Serres and Pascale Grillandini will write an article regarding the Regional Workshop in Yaoundé, to which Etoundi's article will be complimentary. Joshua Alabi from Nigeria sent a very political article about a production called "the black race" and diversity within Africa.

YH asked for specifications on the incomplete play on decolonization that will be part of the magazine.

MGC said the publications working group would discuss the design sent by South Africa. She also mentioned it is important to have advertisements from the country where the magazine is being published, and YH asked for Yusrah to be part of this.

MGC mentioned the next leaflet will be slightly different with less information on concrete events. NH suggested it have a focus on the Congress.

VJ proposed using a QR code for people to scan and then use their phones to access the website with all the information.

b. Newsletter

Continues to be edited and sent on a regular basis from the Secretariat with revisions by YH and FF.

6.2 Promotions

a. World Day Campaign

Brief for ASSITEJ Norway's World Day film was updated and they have a filmmaker working with footage from SAND Festival. They have asked for a contribution of 550 EUR. Will review first draft with MGC and YH when it is finished and will probably have a final draft by the end of February.

NH suggested the next term should look at the cycles of the World Day videos, taking care of the details of briefing and the planning of who creates the film.

NH asked the EC to promote and share the video once it is ready, through their networks and contacts.

MGC said she would speak with Francisco Hinojosa again regarding the World Day message, but it will be launched early February.

MGC proposed using the hashtag again this year. YH asked if people would be asked to participate in a particular way with them, to which NH said it could be with images.

YH then said World Day has to link into International Performance Week. If we make a proposal where we want other associations to be engaged, it has to be done in a way they don't conflict and they support one another. The proposal to the other associations could be simple, but the idea is to make it happen this year, because all the associations have finally agreed since 2012.

MGC remembered that originally it would be a logo for everyone to use and NH agreed that this should be an umbrella with a line of text that everything else sits under. YH said ASSITEJ needed to propose a concept, thinking about something that promotes the performing arts (immediacy, highest creative form), and find a way to encapsulate that in a catchy phrase that can link to a logo. NH agreed the promotions working group could work on a proposal.

DKT suggested it could also be an event on Facebook, which is easily and quickly done and people can join and share the event. NH agreed that this would be an interesting idea since it is virtual so anyone can go to an event that is a conceptual idea. DKT added that it could be a place to have the messages from all the associations. MGC said it would be good to have the logo and statement before launching the Facebook event.

YH asked MGC to explore the logo with the Mexican designer who has created previous ASSITEJ logos. MGC agreed but informed there will be a cost to it. NH agreed to share the statement that promotions working group came up with.

b. Promotion of Congress

The promotions working group will work around the narrative of the Congress and YH asked them to include Yusrah as well. NH agreed that it is important to work more closely with her between now and May to include her in the plan.

NH informed that in terms of promotion, they were looking at creating a social media plan that came from ASSITEJ and the Festival, regular newsletters, press media statements and articles. YH asked for the newsletters to use the same format of the ASSITEJ newsletters, with a different look and feel and send it through that system to the ASSITEJ database.

DKT asked about the possibilities of making a daily newsletter during the Congress so that those who weren't present could get more of what was happening. NH said there was a young critics newsletter in Birmingham, so it could be something similar.

NH also said the film made by South Africa could be a useful tool for promotion. YH agreed and said there was the possibility of having another film as advertisement. NH proposed having people talking, short films, and light touch content that is easy and quick.

YH shared there is also content for South African magazines that will go out in January, so we could look at those articles and people who wrote them and have links to them talking about what they wrote in their articles.

ACTION:

- 1. Promotions working group will make a proposal for the concept and statement of International Performance Week.**
- 2. MGC will be in charge of the Performance Week logo. YH to communicate with international associations about the logo.**
- 3. Promotions and ASSITEJ South Africa will be in charge of launching the Facebook Page.**
- 4. Promotions and ASSITEJ South Africa will work around narrative on the Congress.**
- 5. Secretariat will link the ASSITEJ website with new social media.**

6.3 Projects

a. Reports on Regional Workshops

The Regional Workshop in Uruguay was very successful. DF drafted a detailed report, which the working group will give format to and share with the EC, along with a summary of the participant questionnaire.

b. Congress (ASSITEJ Playground, Encounters, Auction)

The working group is currently finalizing details on the Encounters, Auction and the organization around the ASSITEJ Playground.

They asked YH for information on the director for the Awards Ceremony, whose name is Letlhogonolo Nche.

6.4 Protocols, Policies and Fundraising

YH said it was important to think about the role the networks should play within ASSITEJ, specifically so that the status of Next Generation Network could be discussed during this meeting.

Regarding the Congress, most of the milestones now have to do with promotion.

A decision must be taken regarding membership fees since it needs to be announced three months before.

On the IIAN Declaration, SG shared the response she wrote on behalf of the EC. She said it is vital that the principal behind this is that differences allow great opportunities to engage with the arts in different ways.

NH shared that IIAN's agenda is very much about disability arts practice, but that it makes sense to talk about inclusivity around many areas. MvdW remembered that when the network was created, it was specifically not about disability.

SG said the IIAN Declaration could remain as a guide to the network and then be adjusted to become a template, and can then be more specific for particular issues, so it can be a model around inclusivity.

VJ suggested not changing this document, but rather saying we would rather have a broader and simpler statement for ASSITEJ. YH clarified that the suggestion the working group is making is to start with something simple and then use the framework of IIAN's proposal to think about different contexts, and this can be long-term work.

SG has begun a draft for the protocols regarding the Festival selections. This will talk about the difficulties of receiving so many applications and give pointers to countries on how to deal with this in the future. It will be a sort of communication guide that gives some thoughts about curating a Festival for the World Congress.

a. General Assembly Processes

Terms of the General Assembly must still be discussed as well as the framing of the process.

b. Awards

WLPG sent a report on their selection process.

Criteria for the Applause for Lifetime Achievement must still be discussed in more detail, as well as what the process will be.

Deliberations for the ASSITEJ Applause for Lifetime Achievement and ASSITEJ Award for Artistic Excellence will happen during the meeting in Seoul. The jury for the Artistic Excellence Award is made up of MvdW, DKT, MGC, RA and KS. The remaining EC members will be part of the Lifetime Achievement jury.

IK asked to clarify the cases of the nominations from India and Sri Lanka.

In the case of India, IK said that neither the nominee nor the nominator were members of ASSITEJ India, and the National Center was not aware that this nomination had been made although they did not oppose it.

YH stated that the nomination could not be considered, since the requirement is that it comes from a full member of ASSITEJ.

For the nomination from Sri Lanka, IK asked for time to communicate with the center to confirm it came on their behalf.

c. National Centers Handbook

d. Friends of ASSITEJ

e. EC Book

The working group has been developing a format. RF has created the structure and will have something to show the EC before the end of this meeting.

7. Reports from the Regional and Professional Networks

IIAN

YH informed that unfortunately it seemed they would not be as well represented in the Congress. Daryl Beeton and Talleri McRae won't be able to attend. The only IIAN committee members attending are Vicky Ireland, DKT, maybe Boris, someone from the UK and those South Africans involved in the network.

SG mentioned she knew of someone from Australia involved in IIAN and would talk to her, as well as to the Australian Council about supporting her.

DKT suggested connecting the Next Generation participant from IIAN to a representative from the network.

IIAN would like to focus on the language around inclusivity and offer changes for Congress discussion, including the ASSITEJ Manifesto. ASSITEJ needs to give them deadlines for those changes and let them know it needs to be ready three months in advance.

WLPG has agreed, with Talleri, to curate global plays and have a playwright slam about plays with disabilities.

Small Size

YH said she had not heard back from Katariina Metsalampi who was going to send suggestions for the Focus Day.

RF informed the Board meeting would happen the week after the current EC meeting so decisions would probably take place there. He also shared that the new President of the network was Katariina and that many young people had entered the board.

RF mentioned Small Size Days would be happening again in January and Africa would be participating for the first time with Cameroon.

He said it was time to ask for help from the Centers to help the network emerge because the idea is for it to really be a world network. He shared that Small Size had made an application for a European Union grant. The strand of the network is a big lobby strand, but the problem is that this call is only every three years.

Write Local. Play Global

The network sent a very thorough report on the Inspirational Playwrights Award and their process of deliberation. The winners will know ahead of time so they can plan to attend the Congress, but the information will not be public knowledge until the actual ceremony.

All the playwrights will receive comments from the assessment panel, but we need to find ways to support the three winners to be part of the event and present their work at the Congress.

The names and countries of the nominees will be posted on the WLPG website and it will announce that three will be selected. This information can also be included on the ASSITEJ Newsletter.

Karin Serres is now part of the board.

They will now take over the 1 Day 1 Play game and expand it not only with ASSITEJ France but also ASSITEJ India.

WLPG is keen on having more slams like the one with IIAN, but we need to think where this could happen most productively. YH said it could be the Storytelling day.

SG remembered that the environment in Adelaide made this event feel like a carnival and NH agreed that it felt like a spoken word event and very dynamic.

MvdW asked if there would be a café/hub where these events could take place and YH said these would change every night to experience different places. She said there was a venue close to Artscape that could be used for social events and has several bars that could potentially be for the playwright slams, as could the upstairs lounge area of Baxter.

The Kennedy Center will be having a Cuban Festival in May and WLPG has been facilitating the connections for this to happen. There will be work from young people presented during the festival.

Spinning Dot Theatre from Michigan has done a lot of international work, linked to the playwright intensive that happened in New Visions, New Voices.

YH informed there were two major requests from WLPG towards the EC. The first is to endorse the selections of the panel for the award recipients (the EC unanimously agreed to this). The second is to join the co-editors in thanking the assessment panel. The EC agreed and YH and MGC will write to them.

The network asked if ASSITEJ was able to give any kind of support to the award winners. MvdW expressed this would be a problem because then all the other awardees would also have to receive the same and she remembered that it had never been asked for the Artistic Excellence Award before. RA suggested giving them accommodation. RF agreed with MvdW saying he paid for his own expenses when he received the award. MvdW stated it was already such an honor for the people and their Centers and at the moment ASSITEJ is not in a position to offer anything. NH suggested inviting them formally saying we can't offer support and maybe that could help with their fundraising activities. If people have difficulties they can later approach us case by case.

YH said registration could potentially be offered but it would be helpful if ASSITEJ could help with a portion of this. ASSITEJ South Africa could offer the tickets and maybe the basic cost of the registration could be covered by ASSITEJ. It would be about \$100 USD per person and there are 8 potential awards in total (3 Inspirational Playwrights, 3 Applause for Lifetime Achievement, 1 Artistic Excellence and 1 Research Award).

MGC said it would be good that the National Center is also aware of the winner so that they can help them.

RF asked to be informed by the end of April if the \$800 would be needed to include the amount in the budget.

Next Generation

NH expressed that the conversation regarding the network had to be revisited. Regarding the discussion from Cameroon, where she had not been present, she agreed that the network had not been involved in the way they were hoping. She also said it had still not evolved in a way that it could become something strong, but activities have been happening. In Birmingham, there was a network event that NH brought into the frame of the festival. This event invited people from the alumni to share collaborations, and the idea for this had been to test it as a model and share the values of the network as well as promote potential outcomes. NH said that the board needed refreshing regarding the people driving the network. She proposed having a broad conversation at the Congress and use this to bring other people into the conversation and use RF's suggestions regarding networks.

YH said there were three important aspects to the networks:

1. The Constitution talks about professional formal networks and asks for a formal organization (board members, roles, activities). The network doesn't have to be formally registered, but it needs to have organization and consistency.
2. A network needs to have an external focus beyond feeding an internal community. Given that the Next Generation projects we run are ASSITEJ projects, does the EC want to continue to foster the community internally? We invite alumni informally to construct activities, but as an extension of the project run by the EC. Or do we want Next Generation to start taking responsibility for the Placement and Residencies projects?
3. It feels that every working network exists because it is an advocate for something. Next Generation needs to be an advocate for younger artists in the field of TYA and for those becoming leaders. That is what the EC is asking and needs to be communicated to Next Generation.

YH said she was not against giving the network more time, but if the previous three points are fulfilled, either they step up to it or they say they are happy being an informal community supported by ASSITEJ.

MvdW reminded everyone that the network had been given a time limit for putting something together, which did not happen. She also said NH should not have to be the one responsible and the people should come by themselves from within the organization and not have to search for them.

DKT said the network should be given a chance to live further because it would not be good to have a failure within the networks after only three years that they've been established. She said young people from the networks have the tools to advocate for themselves and this is the essence of the Next Generation Placements.

RF agreed that Cape Town could be an opportunity to clarify. He said that until now, Next Generation has been a network involving new young artists, but perhaps it could also support and offer more opportunities and involve supporting members and all those theatres interested in creating programs for young audiences. RF shared that his festival has a program every year directed to development and opportunity, and in this regard he would be happy to pay a fee if Next Generation offered an opportunity to contact many young artists.

RA expressed there was now a second round of Next Generation with the alumni, but it is not enough for it to be only a Facebook group, it must be fed with actions. He shared that Israel's Next Generation group initiated within the Center's activities. ASSITEJ Israel brought new young people

and assigned them to missions and the first group is now running big jobs in TYA. YH agreed it was good to track the individuals and that Centers should encourage participation.

IK expressed that although TIFLI was not an ASSITEJ festival, it worked hard towards Next Generation because they believe in the project and opportunities for young artists. The festival had some expectation that if they used the strength of the Next Generation alumni they would be exposed to many countries. He feels that more festivals should do this project.

VOTING:

1. Does everyone agree to endorse the selections from the WLPG panel for the award recipients? (UNANIMOUS YES)

ACTION:

1. **YH and MGC will write to thank the assessment panel of the Inspirational Playwrights Award, along with the coeditors of WLPG.**
2. **Secretariat will let the awarded know so they can attend the Ceremony in Cape Town.**
3. **Projects working group will share with the EC, DF's report on the Regional workshop.**

8. Memberships

DKT asked what the procedure towards the Congress would be for Bulgaria if they want to establish the National Center in January and YH said they should send their application as soon as possible. DKT agreed to let them know and to contact MGC.

8.1 New Member Applications

-Hong Kong:

MGC informed that communication regarding the process of membership has continued with Fiona Kaaka. She was asked to communicate with ASSITEJ China and vice versa. There has been no response from ASSITEJ China yet and Shakespeare4All would really like to attend the Congress.

-Ukraine:

Dmitry Gusakov never received response from the members of ASSITEJ Ukraine, so he sent his application for Individual Membership. The EC looked over the application.

MvdW shared she had talked to Marina Medkova and she hadn't had any contact with the Ukrainians.

YH asked to accept Dmitry on the basis of his application. She said there have been instances when the EC has accepted a member when there is already a National Center, and in this case the Center is not communicating and if it persists they will have to be expelled. If this happens, we will at least have an individual member who can help build a new Center if necessary. If the Center gets back in contact, we let them know of the individual member and it should be relatively easy to put them together.

MGC said the Secretariat had received a requirement from Burundi and Congo on how to become members, but they still haven't sent their applications.

8.2 Problematic Memberships

-Pakistan:

RF informed he had received an email before leaving Bologna but had not had time to read it before the meeting.

MGC said she had let them know about Little Art's debt and they said they would pay and solve the situation. IK also said he had spoken to them after reading the Cameroon minutes and they agreed to pay their arrears as well as the new membership fee. They will be hosting the Asia Meeting in April in Lahore where they will formally launch ASSITEJ Pakistan. He said he would follow up with them and they would probably pay in January.

-Ecuador:

Zaydum Choez who visited Mexico last year, recently communicated to MGC that they could pay \$500 through Western Union for their debt and the fee for 2017.

MGC had proposed in 2015, that they could pay their debt since 2011 as corresponding members and pay 2016 as full members in order to keep their membership. As corresponding members, they owe \$525 so maybe we can accept their offer but say they will not be full members but rather corresponding and have one vote. Zaydum is a member of ASSITEJ Ecuador but MGC agreed to copy Asoescena in all the communications.

RA proposed giving ASSITEJ Ecuador a deadline as a condition of the offer. RF said they have never really paid so they are not officially members, although MGC said it wasn't a rule before that people had to pay in order to become members. YH agreed to give them until the end of February to pay. The EC agreed to this.

-Kazakhstan:

RF said there seemed to be a communication problem with them because they had previously paid the maximum of \$750 in 2015 and now say they have no money for 2016 and 2017. He said he would wait until sending the claims for 2017 and arrears to see what they say.

MvdW shared she had visited Kazakhstan last summer and the person who was leading the center left so they weren't very clear on their membership. It is not a bad idea to let them know they don't have to pay the \$750. RA agreed that if they paid the maximum fee and can't pay it now we can offer them options since we have a range of fees. MvdW also said it could've been meant as a payment for several years.

-Peru:

RF informed he is still waiting for their payment.

RF proposed telling members that those who don't pay will not have a vote.

VOTING:

1. In favor of accepting Dmitry Gusakov as an Individual Member of ASSITEJ? (UNANIMOUS YES)
2. Does the EC accept ASSITEJ Ecuador as corresponding member if they pay \$500 before the end of February? (UNANIMOUS YES)

9. Work in the Working Groups

10. Award Deliberations

11. Specific Items of Business

d. Congress

YH gave a general Festival update.

She mentioned ASSITEJ South Africa is still waiting for confirmation from two major sources of funding that will be known in February/March.

Other support will come from South American embassies, Goethe Institute, IFAS, the Canadian Arts Council, a Swiss agency and the South African National Arts Council.

For the moment, companies who have been chosen are being told we don't have guaranteed support yet.

Although registration will open in January, ticket sales will have to wait until there is a better idea of the program around late February, early March.

There can be a preliminary media launch of a sample of productions and the rest of the programming will go out with the ticket sales.

RA suggested promoting within the centers to support invited productions from their countries.

NH shared that the promotions working group had been working on a broader narrative on the unique characteristics of Cape Town and what it represents in terms of the association and political context. The idea is to have communication from the office addressing the financial challenges.

IK said it was also ASSITEJ's responsibility to help in any ways it can. It is very important for the association to stand with ASSITEJ South Africa since they have been very honest and transparent.

FF proposed separating the issue of solidarity from the campaign ASSITEJ is making. It is difficult to advertise for people to come with such messages. He said it would be useful to have a document stating that what we do is about professional theatre for young audiences and the norm is for people to get paid. Another thing is to stress the importance of solidarity and the opportunities that touring abroad offers.

-ITYARN Conference:

People have been invited to the conference without any specifics yet.

YH confirmed that the keynote speakers would receive accommodation and per diems for three nights.

MvdW shared that Geesche Wartemann felt ITYARN had been somewhat lost in the communication of the invitations. Geesche felt ITYARN should now take over, keeping conversations with Veronica Baxter but the letters will come directly from Geesche as chair of ITYARN.

YH said she hadn't received feedback regarding her proposals for keynote speakers from Africa and MvdW said it was mostly up to Veronica and Warren Nebe to decide.

MvdW said they were thinking of having parallel panels on the first day for the subjects that could be divided. The second day would be for working groups, one led by MvdW, one by Geesche and possibly a student group with the intention of creating a new generation of research practitioners.

Regarding the working groups, YH suggested taking a few minutes to do a highlight on each paper before going into discussion as a framing for people. She asked MvdW to make proposals to Veronica on behalf of ITYARN.

NH also asked to remember that the issue around communication and English as a second language is more acute during these conferences. YH agreed to share the communication document that SG drafted, with MvdW and maybe add elements that are more conference oriented.

YH said some of the material that was originally intended for Focus Days and is now part of the ITYARN Conference may be switched back since some like the Inclusivity Focus Day are particularly thin. MvdW also said they would ask for clear and simple visuals using power point.

YH and MvdW agreed to meet to discuss the conference programme.

-General Assembly Structure:

Day 1. The main focus is looking back at what the EC has achieved, the reports on 2014-2017 and celebrate the Honorary Members. This will be from 9:00 – 15:30.

Day 2. Time will be the same and include one tea and one lunch.

The proposed working plan for the next three years will be presented, the budget and constitutional changes. Bidding for events will happen this day as well as presenting EC candidates, and perhaps some event at the end around bids.

Day 3. This day will be slightly longer with the Encounter and Open Space. The Auction will happen at the end of the day.

Day 4. The schedule will be 9:00 – 13:00 and lunch at 13:30. It will be a report back on the day before and then elections will take place, followed by presentations of the new leadership and speeches by the newly elected. Africa day celebration will happen at the end of the day.

Translation and Voting equipment will be available for days 1, 2 and 4.

-Regional Parties:

YH informed there haven't been any formal requests, but the cultural agency partners have had some requests from France, Germany and USA.

DKT said Europe 8+ would probably have one and VJ said there may be a Nordic-Baltic party. IK confirmed Asia would have one and DF said Iberoamerica would also have one.

YH said the deadline was relatively flexible, around the beginning of March, but it would be better to know sooner to schedule them in.

-Presentation of Publications:

For the moment, the publications that will be presented are magazines from ASSITEJ, IATC and UNIMA. The idea is to have a combined publications launch for the three at a bookshop that is close by and can draw a different kind of community to the event. Another thought is to think of promotion materials and a space for selling play texts, books about theatre for children, etc. and do it at the Baxter Theatre, since it will be literary-focused. This should be promoted in the newsletter for people to bring things and also know they can purchase publications from around the world.

DKT asked if there would be a possibility to talk about the works, especially those that are in different languages and YH said it could be arranged.

MvdW proposed talking to publishers who could send discount flyers for ordering books, because of the legality issue of selling books in another country. She said that with Kim Peter Kovac's help it might be possible to convince Dramatic Publishing, the largest publishing house for scripts, to come.

-Vaccines, Visas, etc.

YH informed she had met with people from International Relations within the Department of Arts and Culture and they agreed to put something together regarding visas and the various conditions; they are very willing to assist and will put together some straightforward information. YH informed them of the productions, conference and list of members so they know the likely range of countries that will come.

There will be many families coming and there is a situation with underage children (under 18). There is currently a strict legislation in SA about traveling with underage children. If the child is not traveling with both biological parents, they need permission of the parent who is not there and passports of both parents, among other things.

Regarding visas, there are some countries where these are not required, but many do and this may require letters. This information will be out in the end of January with registration.

-Proxies:

The EC must be very sharp in terms of making sure the information and calls are out with enough time in terms of the Constitution. Some are three months before and others are not as specific. A call should be made to countries asking if they are planning on attending and if they aren't, to provide a proxy. The practice for proxies normally is that we are able to take them until the Saturday before the Congress, and it also has to do with payment. This is in case people aren't able to come at the last moment, or if they do arrive would like to pay then. You are not entitled to vote if you haven't paid, and the same applies for the proxy.

YH said Individual Members should be reminded of the renewal process. It is important to communicate with them now, particularly in the cases where there is more than one member.

DKT shared that Bulgaria, who had been granted membership only one year ago, recently wrote saying they will constitute a National Center and invited DKT to be present at the end of January for this. Hopefully their status will change before the Congress.

RF said Macedonia and Pakistan were also new National Centers but this won't be official until they pay. He inquired about the Individual Members from Uruguay and Nigeria. DF explained CTUDIJ, from Uruguay was part of ASSITEJ Uruguay and YH said it was the same case with Nigeria.

-Presentations in General Assembly:

Reports on the two ASSITEJ Artistic Gatherings (Augenblick mal! and On The Edge) will be given, each for about 5 minutes.

Tributes will be paid to Honorary Members as well as other personalities.

MGC shared that ASSITEJ Israel had already sent a video on Orna Porat and TYA USA was working on videos for Ann Shaw and Nat Eek. She explained that the tributes are for people who have been important to the international organization, but there were also some countries who had personalities important for their region and they could possibly be included. YH agreed and said it should be an open invitation for honoring people. She suggested having a scroll of names and photographs of the people, like a slideshow and mention the center recognizing them. For those who have been significant to ASSITEJ International, we can have the films. YH also said there should be an agreed format (Center, person's name, period of their life, designation, one quote) as well as a number of slides. These could have voice-overs or music.

-Awards Ceremony:

VJ asked about the director and YH said it would probably be Letlhogonolo Nche, the Northern Cape representative who is very dynamic and could do something with dance. VJ suggested he have communication with the Projects working group.

-Friends of ASSITEJ/Next Generation:

YH came back to the idea of using the Next Generation group to develop the campaign and said they had ask for their pictures to use in this campaign.

YH said many Next Generation participants had applied for support and the funding applications have still not been considered, so we must let them know who will receive the \$500 grant. She said that ASSITEJ is only able to support with \$2,500 for travel and the idea is to increase this amount to give more support. RF informed that the results of the auction in Warsaw had been used to increase from supporting three participants to supporting five. He also shared that there had been three new Friends of ASSITEJ during this period.

RF proposed to use part of the possible net profit to increase the fund for Next Generation (to \$9,000 USD) and to allocate \$800 for the registration fees of the awarded and \$500 for promotion (video/award). ASSITEJ South Africa will use part of the grant to support the travel of the 15 participants and part for the payment of the accommodation.

YH explained that the campaign for existing Friends of ASSITEJ should be about who the young people they have helped are, and a separate campaign is for new Friends to support these young people.

SG expressed that the existing Friends should be encouraged to donate again.

MGC said some sort of announcement could be produced with the photographs of the Next Generation participants and it can be included in the Newsletter and be sent to the National Centers. YH informed that Yusrah was in charge of collecting the pictures and said it would be good for Promotions to work on it and then send it through the Secretariat.

NH proposed finding a strategic way/timeline of sending out information between now and May so that it is not overwhelming. She said it could be one document and then individual prompts for certain things.

NH said if there is a drive for Friends, there needs to be a Friends of ASSITEJ event where they can meet the Next Generation participants. SG proposed it could be a precursor to the Auction. MGC agreed and said it should be an exclusive event for Friends only. Regarding catering, YH said ASSITEJ South Africa could provide the wine since they have a wine donation and then snacks should also be offered. RA suggested including a special invitation for this event in their welcome bags.

SFF suggested having a 30-minute reception before the Auction and then lead them in to the Auction.

NH commented Friends should also be publicly acknowledged during the Auction.

SFF said the idea was to mix the Auction with an open stage where people from Next Generation give short performances, and the Auction can end in a party and dancing.

SG suggested having one or two people speak during the Auction to create a bigger impact.

MGC proposed having a short speech before the Auction, recognizing Friends who have played a big role and have a toast at the end, so it is all better linked. SG disagreed saying it was important to have the Friends alone before the event. YH said the location was a vital thing and it had to be a quiet cocktail area close to the Auction. She said those responsible from the EC for this event would be NH, FF, MvdW and herself.

e. New Networks

YH mentioned Simon Wong had sent an email with basic points around Asian Independent Artists' Network, and whether it can become an ASSITEJ Network. YH said that one of the key questions is how it sits with the issue of regional networks. It was decided on the Constitution that regional networks couldn't be members of ASSITEJ because they are already representatives of National Centers, so this new network should be more global. She worried that currently it is very much about how Asia will exchange specifically with the west.

YH also questioned the focus because "independent artists" is what ASSITEJ is already about, so maybe it could have a specific focus on producers instead. She suggested explaining to Simon Wong what an ASSITEJ network is.

DKT asked if the Asian TYA Network was the same as the ASSITEJ Regional Asian Network, which was unclear at first but IK later confirmed they were two different networks.

IK explained that Mr. Hisashi Shimoyama created this particular network because there was available funding for that area, and currently there is not much representation in South East Asia, so maybe this network could help.

FF said this idea was very specific to the situation in China and would not solve the problems with potential members from Hong Kong and China. He mentioned he had heard about the Asian Network about two years ago as a way of creating synergies and to share foreign companies for touring, so it is a sort of professionalization with a larger range of objectives.

YH, SG, IK, and AF agreed to find a time to meet with Mr. Shimoyama in Seoul to try and define the network and find out what their intentions are.

YH later said she had talked with Shu-ming Ju from Taiwan and it seems this is a festival network which ricca ricca is now Chair of. If the network intends to remain a festival network, the proposal would be to have a global festival network with an Asian section, or intending to become a broader network of producers. Shu-ming also told YH about an arts education organization they founded two years ago, so there is a possibility for them to join the Theatre as Education network to become members.

SFF said it would be interesting to have a festivals' network, but asked what this network would be advocating for. YH said there is a real need for connection and for the global south to participate in exchanges with the global north, about new platforms to which more established networks can contribute to a lot, but they are not the drivers. The aim is to establish regular spaces from the global south; so it's an inclusivity drive. The Asian network could become a Corresponding Member (1 continent, 5 countries) and if there were another continent then it can become a Full Member. It would be put forth as a global network that at the moment only has Asian membership but the trajectory is towards global membership.

FF asked to postpone such decisions because we need a global reflection after the Congress about what we ask of networks and we can't handle more strategic work now within the EC. MvdW agreed saying she was getting weary if too many networks were being created and the impact and importance of the Centers was getting diluted. Mostly, people are part of their Center and also a network, but the more networks the more you can avoid the Center. Also, every network that formally applies should make the case that it is not served by a Center. YH said that on the basis of those points, such a network could meet the criteria. In terms of advocacy, it would be about advocacy in the global south and that would be a very useful thing.

RF expressed there were three different kinds of networks for him.

One is this type, to give visibility to different countries and can be useful to link the different countries and join together because otherwise it would be impossible to have visibility and operate. The second type is like the ones that exist within ASSITEJ already. The third type is also an important way to network and this is the regional networks that help to develop relations but doesn't make sense for them to be an actual member. Relevance has to be given to the first type, not only for Asia but also countries like Ecuador and Colombia, and this can become some kind of transnational center.

IK expressed that it was very good to work hard to get these people become a part of ASSITEJ and be inclusive, but it is also important to take hard decisions and sort out entry points like in the special case of China or Iran. If we say yes to this particular network and have members from Malaysia, Philippines, Cambodia, etc. will the people then work towards creating Centers or will they finish working on becoming members of ASSITEJ. We have to take hard decisions because the Constitution says anyone who applies can become a member and no Centers can refuse membership unless they have very strong reasons that we can understand, but not for political reasons.

RA agreed that ASSITEJ's duty is to keep the association open and global and not have networking only in certain parts of the world.

YH said the core issue is that it cannot be a regional network, it needs to serve another purpose, but it can be driven from a continent.

f. Material on Natalya Sats

MGC informed that the Secretariat had received an email from a Russian photographic artist offering material on Natalya Sats for ASSITEJ to buy. She proposed offering it to the ASSITEJ Archives if they were interested.

MvdW said she had seen it and the timeframe depicted a lot of pictures. She said she also had a lot of material she could donate, as well as her book once it is finished.

YH agreed to let the Archive know in case they want to invest in the material.

VOTING:

1. Does the EC agree to raise the amount of support to Next Generation to \$9,000 USD?
(UNANIMOUS)

ACTION:

1. **Secretariat will ask Centers if they will attend the Congress, and if not ask them to provide a proxy.**
2. **MGC will communicate with Individual Members to remind them of the renewal process.**
3. **Promotions working group will work on a Friends of ASSITEJ announcement with pictures of the Next Generation participants and this will later be sent through the Secretariat.**
4. **Secretariat to let Archives know about Natalia Sats materials.**

12. Reports from the Working Groups

Projects

-Encounters:

It will be a full day of Encounter, from 9:00 to 16:00. The idea is to fit in about an hour to discuss the working plan of the next EC at the end of the day. If the Encounter focuses on intercultural exchange from the beginning, the working plan can include that perspective.

The Encounter will begin with a welcome and thematic introduction on intercultural exchange and the opening of the concept; SFF will be responsible for this. The idea is for “intercultural” to be interpreted in a very open way. This will last about 10 minutes.

The mapping exercise will probably be different this time, where people will have pen and paper to write down the cultures they belong to; it will be interesting to see how people define culture. The exercise will be driven more by the group this time and last about 10-15 minutes.

The next activity is getting into groups of 3-4 and sharing personal stories of true intercultural exchange. Anytime something in you is affected, that makes it an exchange.

At this point, we are well into the theme and we move into short impulses. The discussion will move into the theatre and maybe use a Pecha Kucha format. The impulses will come from 3-4 people (some options are Louis Valente, Eliot Moleba, Gerhard Verfaillie, someone from the Cameroon-Kenya co-production, Johana and Dalia Acin Thelander) and be about where they have had valuable theatrical intercultural exchange (dimension of ethics, aesthetics, organizational challenges, stories being told – context). This needs regional and gender representation. DKT and SFF will need an hour of preparation talk with the impulse givers.

After the impulses comes the real heart of the Encounter, which is the picnic. There will be paper blankets available with pencils, fruit and water, each for a group of 5 people. Each group takes their picnic somewhere to have a talk about their intercultural exchange experiences. They will take a selfie and send it to have a slideshow once everyone is back, and each group can give the three most relevant points of their discussion. If there are around 200 people, we would have 40 groups of 5 people.

YH suggested making it a packed lunch instead of apples and water. The working group agreed and said people would then be getting 90 minutes plus lunchtime with people you didn't previously know, since everyone will be encouraged to group with those they don't know and preferably all from different countries.

YH commented that if this were to work as an Open Space, there could be a question about what we want to see for ASSITEJ in the next three years and be linked to the working plan.

SFF said the idea was to have tables with different issues regarding the working plan (gatherings, fundraising, etc.) and for people to give ideas on each table. EC members would be present at the tables to facilitate.

NH rose the question of what intercultural was as opposed to international or cross-cultural. SFF said the most important thing was to think that if two cultures meet, a third thing will occur. VJ suggested explaining there are different definitions and giving our own definition of what we are discussing.

RF proposed talking about a common intercultural exchange for everyone, which is between children and adults. Everybody works with children and there is a culture of children that is different from the culture of adults.

Regarding the working plan table on fundraising, RF said it could be a good moment for people to know it is not only about fundraising per se, but about the economic problems of the association. We need people who can give good ideas and are experts to create a team for the next period that can support the work of the EC. VJ suggested that for the next term, the EC hires a specialist.

YH recognized it was necessary to begin working on the 2017-2020 working plan so that it can be ratified in Cape Town. She said the working plan generally doesn't change entirely, only introduces new elements. We need to see if there are aspects we feel we want to remove or replace.

-Regional Workshops:

DF said they are working on a summary of the questionnaire applied to the 25 participants in Uruguay.

The working group will continue to work on the guidelines for the next EC and National Centers. There will be two documents, one for the EC and their responsibilities and another for the host center.

VJ asked for an official thank you letter from the office to María Inés Falconi for waiving her fee for this workshop.

SFF shared that they considered Regional Workshops as one of the most important projects for the next working plan, since it is the regional foundation of what we do in gatherings. In terms of the budget, he mentioned there should always be someone from the EC present, workshop leaders and maybe one more person to document. This project has a lot of potential and results should be made accessible, so that it becomes a global academy that came from local activities.

YH suggested thinking of a place for these workshops on the website so the reports are accessible. VJ agreed and said this should include photos, reports and statements. She also said part of the guidelines is the responsibility for documentation, either by an EC member or someone linked to the EC.

VJ said the next step could be to collaborate with ITYARN and have a researcher present, and with WLPG if it's about playwriting.

FF said he would write to YH with the needs for the Cape Town Regional Workshop. He said the next step for now is to launch a call out for this session for the whole French-speaking Africa, through the ASSITEJ Newsletter. FF said Karin could write the call but he would like ASSITEJ to endorse it. He said it was important to know how the candidates would be selected and Karin, Pascale and himself would like input from the Projects working group. They would like to select 20 people based on creativity, building a group that fosters TYA in countries where it is possible, selecting candidates who can network and keep in mind a geographical and gender distribution.

This workshop will be only in French because the main goal is to foster French-speaking TYA artists across Africa. We would like to create this to help them to write, but also keep thinking of an internationalization of the program by linking it to WLPG. FF proposed to use part of the money for the project to work on translations. This would mean access to a global network for these people and it would be useful to associate professional translators with ASSITEJ activities.

All the funding comes from the French Ministry of Culture and International Commission of French-speaking theatre. The workshop is open to any professional in TYA, not only playwrights and will be a 20-hour workshop. FF said he would like to add something to the workshop about creating a formal network, or give them elements from the ASSITEJ Constitution so they can think about formalizing things. He also said there would be a moment for reflections about copyright and moral and economical rights of artists, at the beginning.

The candidacies for this Regional Workshop will be collected before the end of February.

-ASSITEJ Playground:

YH said the location for this would be the upstairs foyer of Artscape.

VJ informed the structure was more or less complete but they still needed an African master of ceremonies and YH said she would confirm who it would be later on. VJ also said the game leaders would be confirmed, but there is already a list of possible people. The working group wrote a short text on the Playground for public relations.

SFF informed they would need about 1-2 hours before the event to organize everything more concretely and VJ said she could start working on it before since she would arrive 1-2 days before.

-Auction:

Space and time for the Auction is still not decided.

SFF said this should be a moment when the EC is fully engaged. The idea is for the EC to run the bar and maybe bring regional drinks to sell personally to the people. All the money will go to Next Generation. SFF said the ideal space would have a stage, bar and tables. The stage will be where the Auction happens, which will be run by SG's husband Ian Pidd and then have some moments of open space where participants show their talents. MGC suggested having an artistic director for this because some of the young people can be shy.

The idea is to have big prominent objects and then some local things that everyone can bring. DKT said theatres will be asked to bring something that is going on in their countries and link the object to a story on a postcard. Besides the objects, there will also be hats on stage where people can leave money when Next Generation is performing. DKT will collect the items.

All ideas have been based on a letter that the working group received from Ian.
The group proposed SG to keep account of what was bid.
RF suggested making a limited amount of T-shirts for the event that could be sold

IK and DKT will maintain communication with Ian.
The Auction largely depends on the EC pushing it with their National Center members and on the quality of the objects.

-Awards Ceremony:

There is a director from South Africa for the ceremony. The working group created a list of criteria for the ceremony and must now discuss with the director about the video and a few other things. YH will be initially responsible for that communication and will then put the working group in contact with the director for them to follow up.

MGC asked if awardees would receive a certificate and who would sign it. She also said the certificate should have a logo and a few sentences. MGC agreed to produce a draft for approval. YH also said WLPG and ITYARN should be contacted to see if they want one so it is designed similarly, although signed by someone else.

The certificate will go without a frame since it is not good for traveling.

RF shared that ASSITEJ Germany also gave certificates for their awards and had illustrations made specifically for the award to give as well. MGC suggested sending the logo once it's ready and maybe having some kind of handicraft produced in South Africa. YH said it could be something like a wire basket that is easy to pack and light. She also said that now that there are 8 possible awards it starts getting more expensive, but perhaps we could do a sort of African print that is the same for everyone, but it will depend on the budget.

RF said this could come from the next EC budget because it is spent after the 20th. He explained that the Awards Ceremony from Warsaw appears in our current budget and everything from the ceremony in Cape Town is in the next budget.

Promotions

The group worked on the promotional plan for the Congress, the plan for World Day, a document of key messages for Cape Town, and a broader plan.

NH said there would be a series of hashtags and chain of Tweets for Cape Town.

-Plan for Congress:

The Congress page on the website will be led by FF with content from Yusrah about what will happen in the Congress and a link to their website for registration and some articles about the events. MGC asked to receive this content as well to be aware of what is coming in relation to the timing of the newsletters.

January Newsletter should have a big focus on the year of the Congress, encourage people's preparation towards the Congress and mention registration dates. Delegations should inform the Secretariat who is attending and this can be announced in each newsletter to create a buzz around who is coming.

There will be a monthly focus on the Congress, the principle being that the ASSITEJ Newsletter is about ASSITEJ activity during Cradle of Creativity.

February will be the key month for registration and tickets.

March and April can highlight the Auction, as well as announcing it on social media.

Cradle of Creativity will also have its own newsletter and FF will create the template using Send in Blue and the ASSITEJ website, and Yusrah will have access to this. The newsletter will use the mailing lists from both ASSITEJ and ASSITEJ South Africa. Contacts from ASSITEJ South Africa can also be included in the ASSITEJ Newsletter mailing list.

Yusrah will create a schedule with input from Promotions working group.

For social media, it will be 16 weeks up until May of using the hashtags. FF will create scheduled Tweets from now until May. Promotions will need access to the Cradle of Creativity Facebook for cross sharing.

The ASSITEJ Facebook will repost content from Cradle of Creativity and can have its own focus wherever we want. The working group will create a schedule to see who is responsible each week for Facebook posts.

A press release will be created by January 15 and ASSITEJ South Africa will use this for its media contacts. EC members should then forward it to at least two media contacts.

Content for a video will also be created with Yusrah and then it can be shared through the ASSITEJ YouTube channel.

-World Day:

Hashtags will also be created for World Day.

The suggestion for the Performance Week is to have a stamp with the statement “celebrating the power of performance”, the date, the title International Performance Week and the different logos of each organization. It has to be seen in the context of where the stamp is being used. In this case, it would be “Take a child to the theatre – celebrating the power of performance.” RA and DKT commented that performance means different things in different languages and MGC suggested changing it to “celebrating the power of performing arts” and everyone agreed.

NH explained that the statement is for the organizations to adopt and sign up to it. She said there was a need for a designer to create a visual representation with the text. MGC agreed to speak to the Mexican designer to see if he can come back with a proposal and see if the design is enough and include the text in communications or if needs to be included as part of the image.

SG suggested running the statement by the organizations and then talking about the logo once the designer has a proposal ready. YH agreed but said people would respond more to some sort of visual format, so a mock-up without the actual content would be useful for people to see how it would work.

January newsletter should remind people of the Toolkit.

World Day page will be updated by February 1st.

There should be a call for information on what the Centers are doing to celebrate World Day to start sharing this in February.

Publications

MGC informed that the working group arrived at a selection of articles. There is one article from Germany/Brazil, two from Denmark, one from Italy, one from Serbia, one from Singapore, one on

the Cameroon Regional Workshop, one from Mexico/Brazil/Mozambique, one from USA and three from Africa. It is important that YH agree on the South African articles.

AF's idea will be included, and this is to look for a South African play with an open ending that readers can write. These alternative endings will be published in the newsletters from June to September. The idea is to have an introduction from the author, then the play and an image for people to end the play with that in mind. The play must deal with an issue related to decolonization.

The editorial will be written by AF and signed by the whole working group as always.

YH sent a draft proposal of designs for the magazine, which the working group will continue to discuss.

The articles that were not selected for the magazine will be published in the newsletter.

Protocols, Policies and Fundraising

YH informed the suggested amendments to the Constitution needed approval before being proposed to the General Assembly. These need to be sent by mid February.

The following amendments were proposed:

7.3 – Amendment to clarify the term of accounting between General Assemblies. (APPROVED)

7.4 – Amendment to clarify the date of the payment of the member fees before the Congress. (APPROVED)

10.1.4 – Amendment to clarify the replacement of the EC members absent permanently or temporarily (and to give equal opportunities to the networks). (APPROVED)

9.2.2 – Amendment to clarify the voting by proxy. (APPROVED)

9.3.2, 9.6.1, 9.6.2, 10.3.8 – Amendment to standardize the use of the term ASSITEJ Artistic Gathering throughout the Constitution. (APPROVED)

10.1.3, 10.1.4, 10.1.5 – Amendment to clarify the co-option of members to the Executive Committee, the appointment of Counselors and the role of permanent deputies. (APPROVED)

10.3.12 – Amendment to clarify the auditing of the accounting. (APPROVED)

12.3, 12.4 – Additions to Article 12 –Languages. (APPROVED)

9.8.4, 9.8.5, 9.8.6, 9.8.7, 9.8.8 – Amendment to guarantee to the networks the same opportunity to stand for election as to the National Centers.

Regarding the amendment to clarify the date of the payment of the member fees, YH said that if it is passed, those who don't pay 2017 will be able to vote on the first day of the General Assembly in Cape Town but not on the second day.

Regarding the amendment to standardize the use of the term ASSITEJ Artistic Gathering, MGC said it had been agreed upon in Warsaw and YH agreed that if it is in the minutes from that meeting, we can go ahead and change it.

Regarding the amendment to guarantee to the networks the same opportunity to stand for election as to the National Centers, VJ asked if this would not create tension because people are worried about their status and networks and individual members have only recently been created. FF said this could, in the long-term, impeach networks to be managed by a country, and there is a risk that networks could be based principally in only one country.

YH said the current situation puts networks on the back foot because they currently have to wait and see what countries are putting forward members, and they can't put forward a member if that country already has a National Center representative.

VJ then asked if it would not be better to say there can be two people from one same county if one is from a network and the other from a Center. She also said there could be one network seat allocated on the EC. RA said it could also happen that both candidates receive many votes and one from another country who gets less votes, will be elected in their place, simply because they are from another country.

YH suggested having one place allocated for a network and if none of the network candidates receive the requisite number of minimum votes, then that place goes to a Center representative.

VJ asked if each network would be able to put forward a candidate for election or if they had to agree between themselves. YH said they could each put a candidate forward but only one will be elected. Everyone is voted as an EC member and the network candidate with the highest votes will be chosen, provided they make the threshold. VJ expressed this would affect the whole voting system because this is an independent hierarchy where they compete for only one seat. DKT agreed that this election should be made separately.

IK proposed simply asking members to vote for a maximum of 15 candidates, and VJ said the network candidates should just be marked clearly otherwise you could vote for three people from networks. YH agreed to obtain advice in terms of procedure, but said people could also become counselors. RA commented this would answer to the democracy of the association because if two people receive many votes then the General Assembly believes there are two important people to manage the association, so one becomes a counselor chosen by the General Assembly.

YH asked the EC if the concerns around weightings of voting and how it can be a disadvantage are sorted out, would they be in favor of the idea of having a network seat within the EC. Fourteen seats would be for members from National Centers and one for a network and if nobody is able to fill that place it goes to a Center; the majority of the EC agreed. YH then said it needs to be worked out in such a way that it is not a disadvantage to voting. One way is to tell members they may vote for up to one network representative, or to have it as a separate vote. There would still be an option to appoint a counselor from a network if no applicants made it. This option would be at the discretion of the EC who can also call someone who was not nominated since they won't have a vote.

MGC said the reasons for including networks must be very clear for the General Assembly. YH agreed, particularly if this will be included in the handbook; networks need to be advocates. She said the working group would work on a draft for the EC to approve by email.

YH asked for an official vote regarding the status of the organization, which was decided would remain as mainly non-commercial.

-Use of EC Handbook:

The beginning of the handbook clearly describes the memberships.

This book will make constant records of the meetings and activities of the EC using 10 recommended points: 1-place and date, 2-agenda, 3-who is present, 4-regularity of the meeting, 5-deliberations, 6-ratifications of relevant acts of the officers, 7-ratifications of decisions adopted by email between this meeting and the previous one, 8-approval of annual statement, 9-synopsis of the different work proposals/project topics, 10-list of reports. At the end of the term, there would be a collection of summaries from all the meetings. The idea is for this to be filled out as it happens in the meeting, it is then sent to everyone to ratify and then signed at the next meeting.

RF informed this same structure could also work for the General Assembly Book.

The idea is for the Secretariat to construct an EC Book for each meeting. SG agreed to help.

-General Assembly Processes:

Day 1 – the working group started to work on the agenda with actual timings and went over the structure of the General Assembly.

YH said everyone must receive the minutes from Warsaw in February so they are approved this day.

Working groups from the EC will give short quotes.

Day 2 – presentation of bids will have 15-20 minutes, although the time may change depending on how many candidates there are.

YH said last time there was an attempt to have a post Congress session about fundraising but it didn't happen. She asked if there was anything that should be flagged at the General Assembly.

SFF proposed thinking of a person to propose as a counselor.

VJ suggested stating in the working plan that money should be invested in hiring a specialist. SG agreed and said that people outside of the EC don't really understand the limitations the association has and if they did someone could probably help.

DKT commented there are agencies who make these programs and there are always some willing to help with counseling because it is their humanitarian work.

RF said that one of the problems is being an international association, and if we talk about fundraising we must take time to discuss it, as well as define our goal.

RA expressed that the issue was first in branding ASSITEJ. Anyone that comes to help will ask what ASSITEJ is to know what we can sell. The first is to brand among members and then go outside and say we are a strong association worth helping.

RF said a mission budget could be structured in two parts. The first part would be what we are able to do with regular funds and the second part would be income and costs linked. Only if we find the money, we can activate projects. YH agreed with this and said we could get the basic costing for Regional Workshops and say they are only possible if we raise the money. RA mentioned a fundraiser could help finding those interested to help particular projects.

RF said this could be a proposal that is not politically correct, but maybe it would be good to have a meeting after the General Assembly with the new EC and the first two sectors of the membership fees. Some Centers can move more money and we have two proposals, the Solidarity Fund and Take a Child to the Theatre campaign. We need a discussion with those Centers that have the resources and discuss it freely. YH asked to organize this meeting for the end of the

second day of Congress so it is in the process, because if there is a positive response from Centers in can affect.

VJ also reminded of the proposal that one way of funding Regional Workshops was to pair strong centers to those with limited resources, and the strong center can pay for the workshop.

-Membership Fees:

The EC was happy to keep the membership fee range between 150 USD/EUR and 750. The fees will not be raised, but the intention is for the Centers to raise their fee on their own.

-National Center Toolkit:

The working group developed a questionnaire and would like each National Center represented within the EC to fill it out. Each section asks to give advice, examples, collect statistics and ideas. Statistics will be presented and other centers will be invited to participate.

MvdW asked if this questionnaire would be applicable to networks and YH said that would be stage two, for now the goal is to create a toolkit for centers.

VOTING:

1. Is the EC happy to endorse the following idea: Fourteen seats of the Executive Committee will be reserved for members from National Centers and one for a network. If nobody is able to fill that place it goes to a Center. (MAJORITY AGREEMENT)
2. After deliberation, does the EC agree on taking the decision to remain mainly a non-commercial entity? (UNANIMOUS YES)
3. General agreement not to raise the membership fee above 750 USD/EUR? (UNANIMOUS YES)

ACTION:

1. **YH will confirm who the Master of Ceremonies will be for the ASSITEJ Playground.**
2. **MGC will produce a draft certificate for awardees with a logo and a few sentences.**
3. **Promote the Presentation of Publications in the Newsletter.**
4. **FF will create a template for the Cradle of Creativity Newsletter.**
5. **FF will create scheduled Tweets from now until May on Congress.**
6. **Promotions will create a responsibility schedule for Facebook posts.**
7. **Promotions will create a Press Release by January 15, which EC members will forward to media contacts.**
8. **Secretariat will send a call to Centers asking for information on their World Day celebrations.**
9. **Policies and Protocols working group will work on a draft of the amendment to guarantee to the networks the same opportunity to stand for election as to the National Centers, to vote on by email before the end of January.**
10. **Secretariat will complete an EC Book for each past meeting.**
11. **Projects working group will work on the 2017-2020 working plan.**

13. Next EC Meetings

- a. **Cape Town, South Africa – ASSITEJ Congress, May 2017**

b. Future Possible Meetings

MGC said the only concrete offer was from Panoptikum for January 2018.

RF commented that Segni d'infanzia in Mantova was also an option for the end of October. The festival is interested, but needs to know the details of the meeting; they are able to host about 5 days. The festival takes place from October 28 to November 5.

DKT shared that with YH's visit to Serbia, they had been able to talk to the Ministry of Culture and since there is no national festival, the idea is to create a national theatre festival for children. The way for this to happen would be holding an EC meeting in Belgrade because it would please politicians. DKT said it would be best to have the first meeting after the Congress, this would strengthen the interest of members from ASSITEJ Serbia and can be a platform to develop the festival. She said she expected the new government to open applications for fundraising from the Ministry of Culture.

DKT commented that May would probably be the month they will know if they receive the money, so they could confirm the meeting by the Congress. If so, the meeting could take place in October or November, since Bitef takes place in September.

She said it would also be a good opportunity because the city of Novi Sad was nominated as the European city of youth and culture for 2019 and for 2021 received designation of European cultural city. All of this could be used as a platform to make a 4-year program towards 2021.

DKT mentioned that during the regional meeting in Belgrade in November, they had talked about applying for a 4-year program in EU. The next city that will have cultural designation is across the border from Romania, so the whole area can be part of this project.

YH asked the EC if there was general support to have the meeting here since it seems very important for the region. If it is not possible, then the next option would be Mantova, Italy.

The EC accepted.

DKT agreed to give an update the following month so that MGC could inform Cristina from Segni d'infanzia in March.

ACTION:

1. DKT will give an update on the possible EC meeting in Serbia by February.

14. Any Other Business

RF asked for approval from the EC regarding the support for travel requested by EC members. The maximum amount that can be approved is \$1,000 USD and during this term, six people have asked for support (VJ, MvdW, RA, IK, MGC and RF).

There were no objections to ratify the six contributions for travel.

YH asked the EC members who would be continuing for another term:

- NH- No, Mark Powell will be standing from the UK
- FF- Yes as Secretary General, however he still needs approval and support from the board of Scenes D'enfance – ASSITEJ France board.
- RF- Yes

- AF- They are still discussing the situation in Japan, but there will certainly be a candidate from Japan. Korea will also propose a candidate and probably China.
- DKT- No, Georgie from ASSITEJ Hungary and Vido will stand
- SFF- Yes
- SG- Yes
- DF- Yes
- RA- No, but Israel will have a candidate
- IK- No, not sure if there will be a candidate from the region
- MvdW- Not sure if she is able to stand for networks
- VJ- No, there will be a candidate from Norway and there is a chance for Thomas from Estonia to stand but there doesn't seem to be enough money
- MGC- No, it would be very difficult to get support, it was a big struggle for the past three years and there will be several cuts in Mexico this year. If there is someone interesting from Mexico she will propose them, if not will think of others from the region.
- YH- Not certain; she would like to but hasn't met with the board to see if there will be support, but will probably know by the end of the month. She said she would also try to encourage other African candidates to stand.

-Proposed Honorary Members:

Kim Peter Kovac

Marisa Giménez Cacho

Razi Amitai

15. Closure

PRESIDENT'S REPORT
S Korea, January 2017

1. GENERAL

Very little time has passed since the last meeting, and as a result, this report is brief. The main work has been around the World Congress 2017, which is my primary focus at the moment.

2. ASSITEJ-related business:

- a. A very successful site-visit from Marisa Gimenez-Cacho to Cape Town. It was important for Marisa to meet some of the team, and to see the various conditions and get a better sense of how the event will work. She has reported on this in the newsletter.
- b. General correspondence with members, and with Secretariat, largely in relation to minutes of meeting in Cameroon, and work coming directly out of that meeting.
- c. Contributions to the magazine from South Africa and further afield in Africa, have been sought, and several received.
- d. Quotes and preliminary designs for the ASSITEJ magazine have been sought and received and will be shared with the Publications group this meeting.
- e. Questionnaire has been designed towards the creation of the National Centres Handbook. We need to decide if this is something we will disseminate and how many centres we will ask for their input. My suggestion is to make it a general call to everyone, but follow-up with certain key centres. In my opinion, if we were to utilize the ASSITEJ centres in the EC, we would have quite a range of types of organisations... example of an NGO (ASSITEJ SA), a network organisation without fees (YPAA), a centre which operates as a federal structure (TYA UK), a membership-based organization that has a wide membership (TYA USA), organizations like ASSITEJ France and ASSITEJ Japan, which are part of a broader network organization or linked to other organisations. It would be good to have at least one example of an ASSITEJ centre which is purely funded by the state and is linked in some formal way to the state.
- f. Correspondence with International Associations around International Performance Week 2017 in process. We need to make a clear proposal to them about how we envisage this happening.

3. Travels:

- a. To Gauteng, South Africa for meetings with National Arts Council, Department of Arts and Culture, Royal Netherlands Embassy, IFAS and NEPAD – all regarding World Congress.
- b. Holiday!

4. ASSITEJ SA News:

a. National:

- Vrygrond Family Festival (1-4 December) was a success, with workshops for 700 schoolchildren, organized by 16 facilitators, plus 9 professional and 2 non-professional performances for 330 audience members (who came on day-tickets, seeing several productions).

b. International:

- Assisting Pillowfort Productions with tour to Iran which was successful (December)

c. Cradle of Creativity:

- Funding update: Large funding applications are still pending from National Lotteries Commission and UNESCO IFCP, as well as smaller grant outcomes from embassies and cultural agencies. Results for the big grants are due to be released in February/March.
- Grants: RMB (positive and have received funding), City of Cape Town (positive response, still to be received), Private donations (R80 000 received), Flemish Embassy 40 000 Euro (confirmed), Spanish Embassy (amount to be confirmed), Royal Netherlands Embassy (amount to be confirmed).
- Conference/Focus day presenters have been informed about their acceptance (or otherwise) at Cradle of Creativity. Some issues have arisen regarding the fact that we cannot confirm how much support we can offer these presenters at this time. We are dealing with this on a case-by-case basis.
- Work needs to be done on the structure of the focus days and the ITYARN conference, and some of this will happen in Seoul.
- Productions: We are still awaiting confirmation of the major grants, which will be largely responsible to support the productions at the festival. This is creating a dilemma in terms of what we can confirm and announce when registration is due to open at end January... We hope to have some answers on these funds by end February, but there are no guarantees, either that we will have the answers in time, or that we will be successful with both funds. This is a difficult situation, which we are trying our best to handle. Where we have support from Cultural institutions or embassies, we are a lot more confident that we will be able to support the production.
- Next Generation: The 30 participants have been contacted and apart from one participant, they have all accepted the offer... (The Australian candidate has been replaced by the shortlisted American candidate). They are keen to know about support for travel. We have forwarded them a form to complete for applications to get that support.
- Interns at Congress: We have a couple of people who are interested to serve in this capacity as a learning experience for them. However, we don't have funding for their participation. So far we have one Danish candidate who is willing to fund herself, and should other places become available we will then advertise them as a kind of placement.

Secretary General Report

Seoul-Korea

5-10 January 2017

Generals from November 2016 to January 2017

Communication with the Centers

Communication with members is done day by day via emails (responding to different inquiries).

The following official letters were sent from the Secretariat since November:

1- Cameroon- Etoundi Zeyang- Thank you letter for hosting the EC meeting in the frame of FATEJ with comments gathered from EC members

2- Official Invitation letters to the 19th ASSITEJ World Congress and Festival Cradle of Creativity were sent to Honorary members and Friends of ASSITEJ. As well as two copies of the 2016 issue of ASSITEJ Magazine.

A total of 34 letters sent to:

Annette Eggert
Bernt Hoglund
Birgitta Granbacka
Claudia Mayer
Felicia Moritz
Galina Kolosova
Harold Oaks
Hassan Erkek
Henrik Kohler
Ivica Simic
Jeremy Turner
Jessica Machin
Katariina Metsalampi
Kim Peter Kovac
Kim Sookhee
Kim Woo Ok
Klaus Eggert
Luiza Monteiro
María Inés Falconi
Marina Guo
Michael FitzGerald
Michael Ramlose
Niclas Malmerona

Oleg Labouzin
Paul Harman
Peter Manscher
Ragnhild Sorvig
Soren Ovensen
Stephan Rabl
Tony Mack
Tulin Saglam
Vicky Ireland
Wolfgang Schneider
Yuriko Kobayashi



We received some responses attached to this report

3- A total of 70 support letters for funding for ASSITEJ Congress were sent to people from the following countries:

Argentina
Azerbaijan
Bangladesh
Cuba
Germany
Iceland
India
Iran
Ireland
Italy
Kazakhstan
Kenya
Lebanon
Lithuania
Malta
Mexico
Mozambique
Nigeria
Norway
Poland
Saudi Arabia
Sweden
Switzerland
Tunisia
Uruguay
Vietnam
Zimbabwe



New Applications

China- We followed the process with Fiona Kaaka from Shakespeare4All from Hong Kong regarding their Individual membership. They will contact ASSITEJ China and let us know of their response. We also informed ASSITEJ China of the interest of this Company to join ASSITEJ China. They really want to attend the Congress as members.

Manon got the following comments from Simon Wong:

“Shakespeare4All is a local theatre company whom I don't have very close relationship with. As far as I know, they provide acting training to teenagers as well as perform. They have performances in Chinese but mostly English, and education based. Though they perform in schools, they don't focus specifically on children theatre.”

Pakistan - According to information from Sookhee Kim they are interested in hosting the Asian Meeting next April.

Ukraine- It seems that Dimitry Gusakov never got a response of the former members of ASSITEJ Ukraine. We received his individual membership application form and links of videos and pictures to support his activity. To be discussed in this meeting

Burundi- We received a requirement from Burundi on how to become a member of ASSITEJ. We send them information and they did not reply back.

D.R. Congo- François Fogel has forwarded us in his communications with José Bau Diyabanza, Commissaire Général de L'Atelier-Théâtre'Actions "ATA asbl". He is interested in becoming an individual member of ASSITEJ, we have not received the official application form, but the following information:

The ATA asbl "is created in Kinshasa on 25 August 1989, by a group of young artists under the direction of José BAU DIYABANZA, licensed in Development Animation; Is a non-governmental organization of volunteers specializing in community education through outreach theater. It is composed of artists graduated from the National Institute of Arts (INA). This troop is located in the Tshangu district where it has its own headquarters, officially recognized and having a legal personality, this troop is a reference in community education.

We train artists with Oppressed theater techniques to promote our goals at local and national level. His long experience allows him to serve as a reference for the theater of Development.

Our fields of intervention are health, environment, human rights and education. Our action is directed more towards rural areas, economically disadvantaged communities, landlocked areas. Our productions, in addition to the productions of classical pieces, collective creations around the results of research conducted

Communities concerned. They are theatrical animations, training, research and supervision of children and young people.

Our work serves as pedagogical tools for seminars, information, education and



communication campaigns for the grassroots communities and for the various partners. Please accept, dear partners, the expression of our frank collaboration.”

Networks

IIAN- On behalf of the EC Sue Giles prepared a response to be send to Daryl Beaton.

Dance Network- We uploaded information on our website as an Emerging Network.

Music Network- We received a short report from Meike on the Happy New Ears Congress.

WLPG- We received their report on their work on the Playwrights Award

EU Funding Project

Yvette had the latest communications with Dirk Neldner regarding this project, the Secretariat was forwarded.

Dirk Neldner submitted the application, as mid November was the deadline. A bid book of 250 pages. The results will be in mid May 2017.

Yvette has discussed with Dirk the possibility of Platform Shift to become a network. Dirk will consider the proposal if they win the grant for CONNECTUP.

World Day

The message by Francisco Hinojosa will be launched at the beginning of February.

The world day film by ASSITEJ Norway will be launched at the beginning of March

Minutes

Minutes from EC meeting in Yaoundé, Cameroon were done and sent for revision to EC members and uploaded on the website.

Website

New sections:

Honorary Members has been updated with information and pictures received.

We asked the centers to check up and improve (if needed) the information and portraits missing.

Homepage:

In a couple of weeks we'll open the section/column of the 19th Congress on our website.

We have been constantly updating the information on the website and including as many Spanish translations as possible.

Newsletter



We have been responsible for editing, formatting and sending it to Yvette and François for final revision.

There has been improvement in centers sending information, however usually they are the same centers.

The newsletter has been posted on Facebook and Twitter.

Magazine/Leaflet

Magazine information is detailed in the publications report.
For 2017 leaflet content must be updated with Promotions.

Calls and other materials sent to the centers

The calls for the newsletter have been sent regularly.
Monthly newsletters are sent through *Send In Blue*.

Call for ASSITEJ Magazine.

Call for Magazine advertisements to be launched in December newsletter.

We sent a letter of invitation to the showcase “Crossing Borders” from the Theatre of the Young World in Germany.

Twitter and Facebook

Updates and posts of the main calls and events have been made constantly, and we have shared information from other events.

ASSITEJ Archives

- We have been working on the file for Ivica’s period it is finished but it needs a last revision it will be sent before the end of the year.
- We have been working in the Archive May 2015- May to 2016, will be sent to Yvette for her revision January.

Office in Mexico City

The outlook is not great, given the strong economic crisis predicted for this year.



The Minister of Culture, Rafael Tovar y de Teresa died last December. We are very sorry for this since he was a great promoter of international projection for Mexican culture and the arts around the world.

The new Minister is Maria Cristina García Cepeda, who used to be Director of the Fine Arts Institute, with whom we have a very good relationship.

International Invitations

I received an invitation to attend FETEN, (Feria Europea de Artes Escénicas para Niños y Niñas) in Gijón, Spain in February this year.

IberoAmerican Centers/Report

- Contact with Lola Lara regarding ASSITEJ Congress translation into Spanish.
- Contact with María Inés regarding her initiative of sending a letter to Iberescena asking for more support for Children's Theatre projects (Interest, funds and specificity) and a specialized Jury on TYA to qualify the projects. The letter sent was signed by ASSITEJ: Argentina, Chile, Cuba, Spain, Mexico and Uruguay.
- An Ecuadorian artist of Asoecena del **Ecuador** visited Mexico City, Zeydum I met him and we talked about ASSITEJ projects and the ways of payment of their debt. Few days ago I received some information on a Festival they are organizing.

ASSITEJ MEXICO:

See Cameroon report.

Marisa Giménez Cacho



TREASURER REPORT - EC SEOUL - JANUARY 2017

This is a very short report, to integrate with the one presented in Cameroon. In this period my main work was to solicit again the payment of the fees and to prepare the material that I sent you at the beginning of December:

1. The solidarity fund with the support to the projects;
2. Some proposals of possible amendments to the Constitution;
3. A simulation on the use of the new fee;
4. The structure of the EC BOOK, to create a Pilot;
5. A suggestion on the conception of network;
6. A clarification on the topic Totally No Commercial / Mainly No Commercial.

About this last topic I made an important check with our consultant concerning the Advertisements. Unfortunately, following a recent interpretation of our Tax Agency, the advertisements for our Magazine are however “commercial revenues”. I explained everything in the file Commercial/No Commercial. But the conclusion is that, even considering all the connected issues, it is not so useful to change the part of the constitution concerning the membership. I apologize for using uselessly your time...

BUDGET PROJECTION

While waiting to define the structure of the fees and to get deeper in the topic of the fundraising to build the new budget 2017-2020, I present you the new Projection, to allow us to decide how and how much to allocate.

Please note: in December there was a strong EUR depreciation (now is 1,0401, before was: 1,1064 = -6%)

This is favorable for our account in USD (paypal/cash) and it produces a gain for the variations of exchange rate, but it is unfavorable for the income because a large part of the fees is paid in EUR and the change to USD is lower. Using the new exchange rate, the total amount of the fees 2016 & 2017 is reduced by 2,078 USD from November.

However, the final result of the projection remains positive.

Now we can decide if and where to allocate the possible Net profit.

I suggest to be just a bit prudent, because the risk concerning the possible variation of amount of the fees 2017 paid before the Congress is to be considered.



NEW BUDGET 2014-2017	NEW BUDGET	ACTUALS 31-Dec-16	DIFFERENCE	RISK _ Income risk & Costs linked to this income	Note	PROJECTION		
						Period Jul 2016 - May2017	FINAL	Difference
Currency USD								
INCOME								
MEMBERSHIP FEES								
MEMBER FEES 2014 & Overdue	1.000,00	936,02	-63,98		0% group 3	0,00	936,02	-63,98
MEMBER FEES 2015	18.950,00	20.159,13	1.209,13		30% Credits group 2	352,50	20.511,6	1.561,63
MEMBER FEES 2016	18.950,00	19.405,58	455,58		100% Credits group 1 +	1.902,50	21.308,0	2.358,08
MEMBER FEES 2017	19.250,00	0,00	-		90% FEES 2016	19.200,00	19.200,0	-50,00
Total	58.150,00	40.500,74	-				61.955,7	3.805,74
ADVERTISEMENTS & BOOKSALE								
ASSITEJ MAGAZINE -	18.825,00	11.157,53	-7.667,47		Amount 2016	4.450,00	15.607,5	-3.217,47
ASSITEJ MAGAZINE -	1.260,00	1.230,30	-29,70			0,00	1.230,30	-29,70
WEBSITE – ADVERTISEMENTS	500,00	0,00	-500,00		No income expected	0,00	0,00	-500,00
BOOKSALE	100,00	0,00	-100,00		No income expected	0,00	0,00	-100,00
Total	20.685,00	12.387,83	-8.297,17				16.837,8	-3.847,17
FUNDRAISING								
FUNDRAISING - SUPPORT FOR AUCTIONS	6.000,00	0,00	-6.000,00	6.000,00	No income expected	0,00	0,00	-6.000,00
	995,00	994,33	-0,67		No income expected	0,00	994,33	-0,67
	6.995,00	994,33	-6.000,67	6.000,00			994,33	-6.000,67
FRIENDS OF ASSITEJ & DONATION								
DONATION	2.850,00	968,92	-1.881,08	2.000,00	No income expected	0,00	968,92	-1.881,08
FRIENDS OF ASSITEJ	1.000,00	1.366,55	366,55		No income expected	0,00	1.366,55	366,55
Total	3.850,00	2.335,47	-1.514,53	2.000,00			2.335,47	-1.514,53
OTHER INCOME								
VARIATIONS OF RATE EXCHANGE	895,00	1.346,26	451,26		No income expected	0,00	1.346,26	451,26
INTERESTS AND ROUNDING	360,00	221,72	-138,28		No income expected	0,00	221,72	-138,28
Total	1.255,00	1.567,98	312,98				1.567,98	312,98
SUPPORT TO THE SECRETARY								
CONACULTA GRANT TO THE	17.340,00	30.864,38	13.524,3		In Liabilities	8.717,76	39.582,1	22.242,14
Total	17.340,00	30.864,38	13.524,3				39.582,1	22.242,14
TOTAL INCOME	108.275,00	88.650,73	-	8.000,00			123.273,	14.998,49
EXPENSES								
EC - CORE COSTS								
MEETINGS	10.000,00	6.127,46	3.872,54	3.000,00	Budget reduced	872,54	7.000,00	-3.000,00
EC TRAVEL REIMBURSE	12.966,00	5.500,01	7.465,99		Requested	6.000,00	11.500,0	-1.465,99
BANK CHARGES	1.558,00	1.566,09	-8,09		50/month (actual flow)	250,00	1.816,09	258,09
WEBSITE HOSTING/DESIGN	5.300,00	6.484,54	-1.184,54		No costs expected	550,00	7.034,54	1.734,54
WEBSITE UPDATING -	1.452,00	960,73	491,27		2016 costs	32,50	993,23	-458,77
ONLINE ACCOUNTING SYSTEM	0,00	0,00	0,00			0,00	0,00	0,00
COSTS FOR REGISTRATION	798,00	798,39	-0,39			0,00	798,39	0,39
ACCOUNTANCY FEES	1.000,00	0,00	1.000,00		Budget amount	575,00	575,00	-425,00
OTHER (GIFTS ETC.)	500,00	0,00	500,00		Budget amount	500,00	500,00	0,00
RENT OF EQUIPMENT FOR AWARD	501,00	501,34	-0,34			0,00	501,34	0,34
CORPORATE TAXES	0,00	212,50	-212,50		2016 costs	210,00	422,50	422,50
ROUNDING AND OTHER LOSSES	444,00	152,63	291,37			50,00	202,63	-241,37
Total	34.519,00	22.303,69	12.215,3	3.000,00			31.343,7	-3.175,26
PROJECTS								
ITYARN AND OTHER NETWORKS	1.000,00	0,00	1.000,00		Budget amount	1.000,00	1.000,00	0,00
NEXT GENERATION	2.499,00	1.933,96	565,04		Budget amount - 1	500,00	2.433,96	-65,04
SUPPORT FOR PROJECTS	2.000,00	1.365,42	634,58		No costs expected	0,00	1.365,42	-634,58
PUBLICATIONS COSTS :	0,00	0,00	0,00				0,00	0,00
PRINT - SHIPPING - DESIGN	23.390,00	17.965,38	5.424,62		Extra budget for	8.360,00	26.325,3	2.935,38
OTHER COSTS	3.000,00	0,00	3.000,00		Costs diverted to	0,00	0,00	-3.000,00
OTHER PUBLICATION	3.000,00	0,00	3.000,00		Costs diverted to	0,00	0,00	-3.000,00
Total	34.889,00	21.264,76	13.624,2				31.124,7	-3.764,24
PR								



MARKETING AND PR	1.000,00	0,00	1.000,00			0,00	0,00	-1.000,00
PROMOTIONAL COSTS	455,00	465,94	-10,94			250,00	715,94	260,94
ASSITEJ THEATRE DAY	4.629,00	3.064,03	1.564,97		Budget amount	1.500,00	4.564,03	-64,97
50th ANNIVERSARY	800,00	613,48	186,52			0,00	613,48	-186,52
Total	6.884,00	4.143,45	2.740,55				5.893,45	-990,55
CONGRESS								
SUPPORT FOR NEXT GENERATION	7.500,00	0,00	7.500,00	2.500,00	Budget reduced	5.000,00	5.000,00	-2.500,00
Total	7.500,00	0,00	7.500,00	2.500,00			5.000,00	-2.500,00
FUNDRAISING								
COSTS FOR FUNDRAISING	2.500,00	0,00	2.500,00		Costs linked to income	0,00	0,00	-2.500,00
Total	2.500,00	0,00	2.500,00				0,00	-2.500,00
ARCHIVES								
DIGITALISATION	3.000,00	0,00	3.000,00		Budget amount	3.000,00	3.000,00	0,00
Total	3.000,00	0,00	3.000,00				3.000,00	0,00
6. SECRETARY GENERAL: OFFICE								
SECRETARY GENERAL OFFICE	17.340,00	32.006,63	-		Income Amount	7.575,51	39.582,1	22.242,14
Total	17.340,00	32.006,63	-				39.582,1	22.242,14
TOTAL EXPENSES	106.632,00	79.718,53	26.913,4	5.500,00			115.944,	9.312,09
BALANCE	1.643,00	8.932,20	-	2.500,00			7.329,40	5.686,40

MEMBERSHIP and MEMBER FEES

In Yaoundé we received the payment by Argentina (2016&2017), Nigeria (2015) Cameroon (balance 2016&2017). After the Meeting we received the payment by China (2016), Hungary (2016), Romania (2016, but we are waiting also for 2015), Latvia and Turkey (2016).

I want to underline these last two payments, because it was a surprise for me that Turkey respected the timing of the payment (350 EUR) considering the known difficulties, and was incredible that Latvia, after the Exemption for 2012 and 2013, in 2016 paid all the arrears (2014 and 2015) and the annual fee for 2016. It is a really good example of new membership style and I wrote them to express my compliments.

The member fees 2016 were paid by 71 members: 57 National Centers, 4 Networks, 10 Individual.
The member fees 2015 were paid by 76 members: 59 National Centers, 4 Networks, 13 Individual.
The member fees 2017 were paid by 10 members.

Thank you!!

Roberto