



AITA/IATA asbl

31st World Congress

Monaco 2013

Volume 2 A

Contents

These documents are supplementary to those sent out in Volume 2 on 24 June 2013.

Representations of Council Members from 2011 – 2013 Page 2

Finance:

Report of the auditors 2011 Page 4

Budgets 2013 and 2014 Page 6

Bid from Flemish Belgium to host the 32nd AITA/IATA asbl
World Congress and International Theatre Festival in 2015..... Page 8

REPRESENTATIONS OF EB AND COUNCIL MEMBERS SINCE THE WORLD CONGRESS IN TROMSØ 2011

In addition to the operational meetings mentioned in the Council report, the officers of the Executive Board (EB) and the representatives of the Regions have usually been present at most events which required their presence as honorary guests or observers.

Members of aita/iata EB and Council attended the following aita/iata meetings or events:

- SCCY meeting in Ribe, July 2011
- President visited Berlin early August 2011 to discuss location of AITA/IATA archives
- President, English Speaking Secretary, past President, Irish and Norwegian NC representatives visit Tallinn September 2011 to assist the closure of the Secretariat
- President, English Speaking Secretary, two Council members and Tromsø Dialog 2011 organiser visit Buenos Aires, Argentina October 2011 re hosting 2015 World Festival.
- Co-ordinator CCY attended Aruba 1st International children's theatre festival October 2011
- Vice-President attend World Festival of Children's Theatre Planning Committee - Stratford CA, December 2011
- Vice-President attend World Festival of Children's Theatre Planning Committee - Stratford CA, January 2012
- EB and Council meeting, Nancy, France March 2012
- SCCY meeting and festival of Children's Theatre, Rudolstadt, June 2012
- Vice-President attend Toyama World Festival of Children's Performing Arts - Japan, July 2012
- Co-ordinator CCY attended NEATA festival, Soenderborg, Denmark August 2012
- SCCY working group planning, Vienna Sept 2012
- Vice-President attend 82nd Jiraskuv Hronov Intl. Theatre Festival - Hronov, Czech Republic, August 2012
- SCCY meeting in Stratford, Canada to discuss 14th World festival of Children's Theatre,-October 2012
- EB and Council meeting, Midland, Texas, USA October 2012
- President, former and interim Treasurer and English Speaking Secretary attend finance hand-over meeting and archives review, Helsinki December 2012
- EB and Council Meeting Berlin, February 2013
- Drama in Education Congress in Retzhof and SCCY meeting March 2013
- Co-ordinator SCCY attended 1. East African Children`s Festival of Performing art Kampala, Uganda April 2013

In addition to these main official events organised at Regional level, EB and Council members were called to attend many events round the world, mostly in their own Region or in countries which are considering joining AITA/IATA asbl. They participate every time it is possible to do so. It has to be outlined that, in this period of difficult financial situation, it is more and more difficult for most of the officers and Council members to finance such participation as the travel and even the accommodation costs are at their own expense. Some are partly or even completely supported by their national organisation, others are not financially helped at all. In no case is such participation financially supported by AITA/IATA asbl with the exception of the travel costs of the salaried administrator when joining working meetings or in missions.

Finance Document

Audit Report 2011

To the General Assembly AITA/IATA asbl

Auditor's report on the financial statements for AITA/IATA asbl 2011

We have audited the accompanying financial statements of AITA/IATA asbl, which comprise the balance sheet as at 31 December 2011, the statement of income for the year then ended, and a summary of significant accounting policies and other explanatory information.

The Executive Board's and President's responsibility for the financial statements

The Executive Board and President are responsible for the preparation and fair presentation of these financial statements in accordance with the framework for financial reporting as described in note 1 to the financial statements and for such internal control as the Executive Board and President determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with laws, regulations, and auditing standards and practices generally accepted in Norway, including International Standards on Auditing/international standards on auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements of AITA/IATA asbl for the financial year ended on 31 December 2011 have, in all material respects, been prepared in accordance with the financial framework as described in note 1 to the financial statements.

Oslo, October 22, 2012

Ernst & Young AS



Kjetil Andersen

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State Authorised Public Accountant (Norway)

Budgets 2013 and 2014

Message from Jacques Lemaire, outgoing French Speaking Secretary

Dear colleagues

After the 2011 World Congress in Tromsø, Council asked Treasurer Tom de Rooij and me to make proposals for the membership fees which would be proposed at the 2013 Monaco General Assembly. We took different approaches, which led to an interesting strategic analysis. But we were never able to resolve our opinions as Tom had to withdraw from his function as Treasurer and he then resigned.

The proposal by Tom was essentially to increase significantly the fees, an option that had been rejected by Council. My approach was a more comprehensive analysis of the fees and I was ready to develop my proposals on how to finance the organisation in future and present them in the Congress Book. But unfortunately I had a problem with my health which created a severe loss of energy since early April 2013. I remain unable to concentrate my thoughts sufficiently to draft a good text on this matter in time for the circulation of Vol 2 or Vol 2 A of the Congress Book.

I also realised that as there will be no elected Treasurer in post until a new Treasurer is elected in Monaco, I do not consider it is appropriate for me to make any proposals which would define the future of aita/iata without first discussing them with the new Treasurer. But, because the new Treasurer is not yet elected, I am uneasy about any dialogue on financial matters especially as I will not be a part of the new Council and I will, therefore, be unable to clarify the options in Council meetings. I do not consider that it will be appropriate to vote on my proposal, but it could be interesting to have a discussion on the matter if there is enough time during the General Assembly. Depending on my recovery, this proposal will be included in Vol.3 of the Congress Book as a piece of information.

After consultation with the President and the Interim Treasurer, we agree that it is wiser to retain the current position on fees for the coming two years. This will leave the new Treasurer free to make proposals for the 2015 General Assembly. It does not have a large impact on our resources as I was not intending to propose any significant increase to the fee, so the level of income will remain stable.

I was also asked to draft the budget for 2013 and 2014 for the reasons already mentioned above. I had prepared a rough draft of the budgets which are only indicative budgets and suggest what could be the profit and loss account in the coming years. With the new type of contract we now have with the person in charge of running our Secretariat (Contract of Services) the presentation of the profit and loss account is simplified. You can understand that our association is in real financial difficulty with such a low level of income but, thanks to the management of the EB, it can operate at the current level of activity without using any of our reserves. The balance will remain stable as it stood at the end of 2012, unless we use part of our reserves to cover some extra costs during the General Assembly, as suggested in the draft budget for 2013.

Below are the two draft budgets prepared by Jacques Lemaire and Mary Pears July 2013

Budget 2013 / 2014 AITA/IATA asbl		
	Budget 2013	Budget 2014
REVENUES / INCOME		
Cotisations des membres / Membership Fees	€ 22,475	€ 25,000
Centres Nationaux / National Centres	€ 17,625	€ 18,000
Membres Affiliés / Affiliated Members	€ 675	€ 2,000
Associés / Associates	€ 1,800	€ 2,000
Granted Waivers [*]	€ 2,375	€ 3,000
Subventions / Grants	€ 6,274	€ 6,274
Grant Norway	€ 6,274	€ 6,274
Grant Sweden	€ -	€ -
Withdr. Provisions / Repr. Provisoins	€ 6,950	€ 5,000
Fond Culture & Education / Cult & Educ Fund	€ 5,000	€ 5,000
Reserve General/ General Reserve	€ 1,950	
Revenues Financiers / Financial Income	€ 1,900	€ 1,900
Rev. Fin. Bancaires / Financial Banking Income	€ 1,900	€ 1,900
Realised exchange gains	€ -	€ -
TOTAL REVENUS / INCOME	€ 37,599	€ 38,174
[*] les exonérations sont financées par le fonds de solidarité/ granted waivers are financed by the Solidarity Fund		
COUTS / EXPENSES		
Personnel / Personnel	€ 14,000	€ 12,000
Salaires / Net Salaries	€ -	€ -
Impôts / Taxes	€ -	€ -
Ass. Sociale / Social insurance	€ -	€ -
Travel _ Sub-Contractor	€ 2,000	€ 2,000
Sub-Contracting	€ 12,000	€ 10,000
Secretariat/Secretariat	€ 6,675	€ 1,925
Frais de bureau / Office expenses	€ 250	€ 350
Services / Services	€ -	€ -
Imprimeries / Printing costs	€ 100	€ 100
Frais de Poste / Postal costs	€ 200	€ 200
Téléphones / Téléphones	€ -	€ -
Publications	€ -	€ -
Auditeur / Auditing costs	€ 1,000	€ 1,150
Dépenses Congres / Congress Costs / ST	€ 5,000	€ -
Enregistrement Belgique / Registration Belgium	€ 125	€ 125
Autre Frais Opérationelles / Other Operating costs	€ 4,500	€ 8,575
Coûts de réunion / Meeting costs	€ 1,100	€ 1,100
Frais de voyage / Travel expenses	€ 2,000	€ 3,000
Voyage / Travel Committee for Children and Youth	€ 1,000	€ 1,000
Constr de Web / Const. Website	€ -	€ 2,500
Frais de representation / Representation costs	€ -	€ 500
Cotisations / Membership fees	€ 100	€ 125
Webprovider	€ 300	€ 350
Culture & Educ Fund	€ 5,000	€ 5,000
Versement au fonds de solidarité/Top up to Solidarity Fund[*]	€ 6,274	€ 6,274
Provision pour année de congres/Provision for Congress year	€ -	€ 3,000
Frais Financiers / Financial costs	€ 750	€ 1,000
Autre Charges / Other charges	€ 400	€ 400
Dépréciation / Depreciation	€ 400	€ 400
TOTAL COUTS / EXPENSES	€ 37,599	€ 38,174
*a propos du fonds de solidarité/About Solidarity Fund	€ 14,498	
l'AITA/IATA remercie sincerement le Centre Norvegien pour sa contribution genereuse de 2012, recue simultanement avec sa contribution 2013, il a ete pris le solde du compte non utilisee en 2013 / AITA/IATA asbl offers sincere thanks to Norway for the generous voluntary contribution received for 2012 which was received at the same time as the 2013 contribution. Provision has been made for non used portion at the end of 2013.		

Bid from Flemish Belgium to host the 32nd AITA/IATA asbl World Congress and International Theatre Festival in 2015

Why do you want to host the congress and Festival?

The Flemish amateur theatre and its overall organisations have built up a long tradition of commitment regarding the organisation of international projects and the expansion of international working – even long before the founding of OPENDOEK. Since the founding of OPENDOEK, this commitment has only increased. International operation and development of a worldwide organisation is one of the strategic objectives of OPENDOEK. Furthermore, the Flemish government also determined this goal by decree.

In the course of time, OPENDOEK has developed a lot of expertise and know-how concerning the expansion and elaboration of international festivals and projects. We can refer to the CEC-project and festival 'On the border' in collaboration with Kunstfactor - a Dutch organisation for amateur arts- in 2007 and the EDERED encounter in 2011 – amongst others.

The organisation of the 32nd World Congress and International Theatre Festival fits in the scope of these goals and commitment.

When will you stage the event, in which town and what venue?

The festival will be organised from Friday 3 to Sunday 12 July 2015 in Westouter. It is anticipated that the World Congress will take place in the nearby town of Ypres which is also where delegates will be accommodated. Ypres has a wide range of excellent hotels because of the touristic character of the region. The congress and General Assembly will take place in a fully equipped auditorium. We can guarantee simultaneous translation in three languages. Transport between Ypres and Westouter will be laid on by festival organisers. To organise the congress OPENDOEK receives support from Flanders, the region and Ypres.

Westouter is a small rural village with 1000 inhabitants. This means that the location is atypical of the regular aita/iata festivals which have taken place in the past. The village is particularly suited for the organisation of fringe theatre with performances taking place at particular locations such as a barn, a warehouse, a stable, an attic, a church, a chapel and so on. The productions that are to be selected are of limited duration (around 45 minutes), with limited technical conditions and with a limited audience (between 50 and 100 people)

In 2012, the CEC General Assembly members got the chance to be introduced to the concept of Spots op West festival and its location during the general meeting which took place during the festival.

What format/theme are you proposing for the festival?

Besides the choice for fringe theatre, OPENDOEK proposes to fully respond to Westhoek's historical meaning, as the region is both nationally and internationally commemorated as the battlefield of World War I. From 2014 until 2018 – and therefore in 2015 as well - the Westhoek will be continuously in the picture because of the commemoration of the Great War's centennial.

OPENDOEK proposes to elaborate on this commemoration by presenting "repression, violence and peace" as central themes of the festival and by inviting theatre companies to creatively approach these themes in various ways in order to conceive their theatrical productions.

The festival can in this way contain a strong and important message for young people all over the world

Who will organise the Festival? Please specify the proposed organising committee?

The festival will be organised by OPENDOEK's Board of Directors. They delegate the practical development to the staff and the steering committee that has organised the festival Spots op West for the past twelve years. It runs during the first week of July – in a similar concept as that we now propose.

OPENDOEK will ask support from the Flemish government and also the Province of West-Flanders.

Which individuals will fulfill leadership?

The Spots op West steering committee consists of Frank Verdru, Lode Verdru and Chris Van Echelpoel. All three reside in Westouter and already have twelve years of experience in organising the festival.

Bernard Soenens (director) and Lot Van Uffel (staff employee) also sit in the steering committee, operating from OPENDOEK's staff.

Rob Van Genechten (chairman) in addition, has a lot of expertise and experience by participating in a dozen of international festivals.

More than 60 volunteers are available to further conceive the festival.

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