

APAC

England & Wales · Charity number 1180988

Details

Other names	ASSOCIATION OF PERFORMING ARTS COLLECTIONS
Status	Registered
Legal form	CIO
Registered	2018-12-04
Register	View on the Charity Commission register

Contact

Address	Nt Archive Nt Studio London SE1 8LL
Phone	02074533137
Email	info@performingartscollections.org.uk
Website	http://www.performingartscollections.org.uk/

Activities

Objects: THE PROMOTION OF THE EFFECTIVE USE OF CHARITABLE RESOURCES OF PERFORMING ARTS ARCHIVES WHOSE COLLECTIONS ARE OPEN TO THE PUBLIC AND ARE OPERATED ON A NOT-FOR-PROFIT BASIS WITH THE AIM OF ADVANCING THE ARTS AND ITS HERITAGE FOR THE BENEFIT OF THE PUBLIC BY:1 ADVOCATING THE WIDEST POSSIBLE ENGAGEMENT IN PERFORMING ARTS HERITAGE COLLECTIONS BY THE GENERAL PUBLIC;2 PROMOTING THE HISTORICAL IMPORTANCE OF COLLECTIONS TO REGIONAL AND NATIONAL COMMUNITIES AND INCREASE PUBLIC AWARENESS OF THE NEED TO PRESERVE SUCH COLLECTIONS FOR THE FUTURE;3 PROVIDING A FORUM FOR THE EXCHANGE AND DISSEMINATION OF INFORMATION, EXPERTISE AND BEST PRACTICE IN PERFORMING ARTS COLLECTIONS AND HERITAGE ORGANISATIONS; AND4 ASSISTING WITH THE DEVELOPMENT OF SKILLS IN DOCUMENTING AND PROMOTING THE PERFORMING ARTS, TO ENABLE BETTER SAFEGUARDS AND THUS GREATER ACCESS TO ALL POTENTIAL USERS.

Activities: APAC offers meetings, visits, symposia, study days, an email forum, working groups, and collaborative projects.

Classification

- **How:** Makes Grants To Individuals, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£4,643	£3,690	-	-
2024-03-31	£4,467	£3,361	-	-
2023-03-31	£3,814	£2,811	-	-
2022-03-31	£4,249	£2,926	-	-
2021-03-31	£4,424	£14,286	-	-

Trustees

Name	Role	Appointed
ROBYN GREENWOOD	Chair	2019-05-15
BIDDY HAYWARD		2015-04-21
Bethany Johnstone		2021-04-28
Georgina Donohue		2023-05-04
Jennifer Shufflebotham		2023-05-04
PATRICIA UNDERWOOD		2019-05-15
Philip Boot		2021-04-28
Sarah Harrison		2023-05-04
Sian Williams		2022-05-04

APAC

England & Wales - Charity number 1180988

Accounts

APAC's Chair Report, May 2025 By Robyn Greenwood

APAC has continued to work with members and the sector to support performing arts heritage by providing training, knowledge exchanges, and networking opportunities for all members.

2025 marked the second year of our current three-year strategic plan (2024-2026).

The focus in 2024/2025 for the board has been increasing member engagement, accessibility and inclusivity, prioritising bringing back members who have dropped off the attendance lists, bettering member communication and targeting an increase in student and academic members.

We have been successful in exceeding, meeting, or very close to meeting, targets set for the board in 2024-2025 and I am happy to share the following report, based on

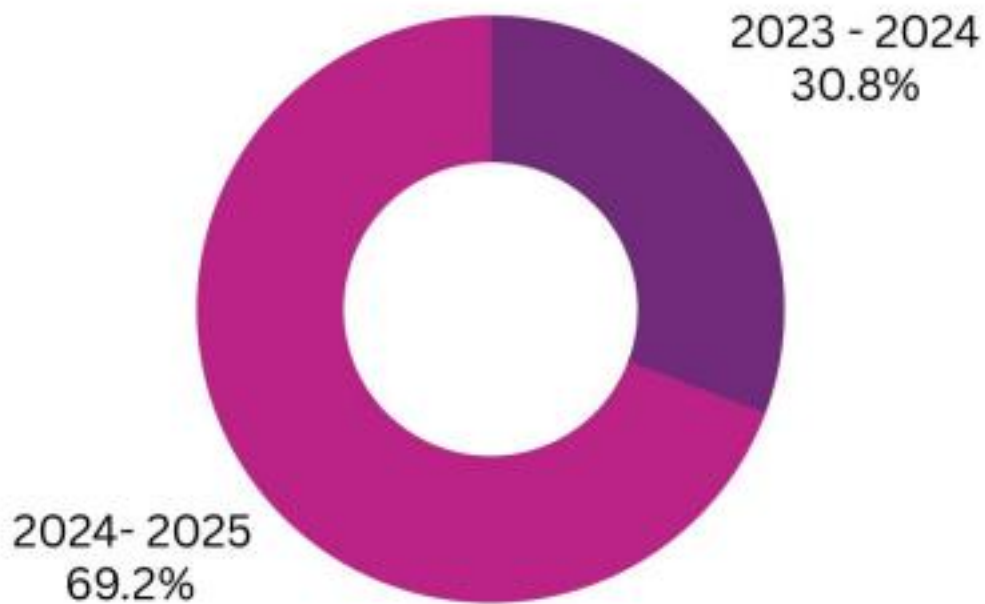
progress towards APAC's strategic objectives, with all APAC members.

AIM 1: Expand the make-up of APAC members to ensure the widest possible engagement in

performing arts collections by the public.

2023-2026 Objective: Increase student membership by 50%

2024-2025 Result: We have increased student membership by 69% from 2023



Autumn

Student and Academic Event, V&A 2024



AIM 1: Expand the make-up of APAC members to ensure the widest possible engagement in

performing arts collections by the public.

2023-2026 Objective: Increase number of members outside of London to 55% of overall membership

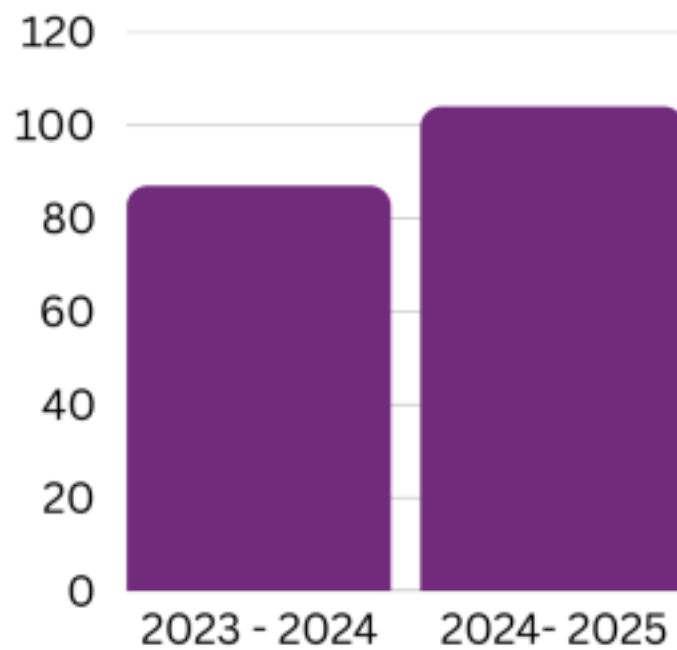
2024-2025 Result: 53% of overall members are from outside of London



AIM 1: Expand the make-up of APAC members to ensure the widest possible engagement in performing arts collections by the public.

2023-2026 Objective: Increase membership by 22 members.

2024-2025 Result: 17 new members since 2023



2024/2025 Focus :

- *Student*
- *Academics*
- *Early Career*



- *Theatres*
- *Private*

Collections

Todmorden Hippodrome Theatre presentation, Members meeting 2025

AIM 1: Expand the make-up of APAC members to ensure the widest possible engagement in performing arts collections by the public.

2023-2026 Objective: Increase participation from 9 existing members

2025-2026 Focus: Increase participation from members with the following focuses:

- *Dance*
- *Music*
- *Libraries*
- *Heritage*

AIM 2: Improve and maintain clear and effective communication with APAC members and potential APAC members to promote, support and bring awareness to preserving UK performing arts material

2024-2025 completed objectives:

Create new branded leaflets

Create standardised member onboarding communications

Implement style guide across APAC channels

AIM 2: Improve and maintain clear and effective communication with APAC members and potential APAC members to promote, support and bring awareness to preserving UK performing arts material

2023-2026 Objective: 6 blog posts per year,

prioritising new members or members who have not contributed to blog stories in the past 2 years

2024-2025 Result: 6 blog posts



Most recent blogs posted on the APAC website, 2025

AIM 2: Improve and maintain clear and effective communication with APAC members and potential APAC members to promote, support and bring awareness to preserving UK performing arts material

2023-2026 Objective: 12 social media posts per year, prioritising advocacy for member collections (reposting member exhibitions, events and progress)

2024-2025 Result: 200 social media posts and shares, representing over 50 members



X posts on APAC's account representing over 50 members, 2025

AIM 2: Improve and maintain clear and effective communication with APAC members and potential APAC members to promote, support and bring awareness to preserving UK performing arts material.

2025-2026 Focus: Releasing APAC schedule of events and meetings at the end of the first quarter of membership year (end of August)

AIM 3: Be an inclusive and trusted facilitator of

performing arts knowledge ensuring APAC members have access to high quality professional

development opportunities, knowledge exchange, best practice and new ideas in the performing arts sector.

2023-2026 Objective: Programme and deliver

1 Symposium per year that showcases new ideas and projects in the performing arts sector.

2024-2025 Result: 2 conferences, Curtain Up!

The Practice of Archiving Performance and The

'Green' Room: Sustainability and Performing

Arts Collections attended by over 110

people





University of Galway Presentation, BRA conference, 2024

AIM 3: Be an inclusive and trusted facilitator of

performing arts knowledge ensuring APAC members have access to high quality professional

development opportunities, knowledge exchange, best practice and new ideas in the performing arts sector.

2023-2026 Objective: Programme and deliver

1 Study day per year that showcases new ideas and projects in the performing arts sector.

2024-2025 Result: 1 study day planned for May 2025 with Live Arts Development Agency.



LADA, Live art collections: activating archives and developing artistic research practice, 2025

AIM 3: Be an inclusive and trusted facilitator of performing arts knowledge ensuring APAC members have access to high quality professional

development opportunities, knowledge exchange, best practice and new ideas in the performing arts sector.

2023-2026 Objective: Programme and deliver

3 Digital Preservation Working Group (DPWG)

meetings and 1 site visits focusing on best practice and knowledge exchange in Digital Preservation in the performing arts sector.

2024-2025 Result: 2 Digital Preservation working group meetings with site visit to Kent.



Digital Preservation Working Group visit to University of Kent, 2025

Be an inclusive and trusted facilitator of performing arts knowledge ensuring APAC members have access to high quality professional development opportunities, knowledge exchange, best practice and new ideas in the performing arts sector.

2023-2026 Objective: Programme and deliver 3 Equity, Diversity, Justice and Inclusion (EDJI) Working Group meetings and 1 site visits per year focusing on anti-racist best practice and knowledge exchange in EDJI practices in the performing arts sector.

2024-2025 Result: 3 EDJI working Group meetings



Be an inclusive and trusted facilitator of performing arts knowledge ensuring APAC members have access to high quality professional development opportunities, knowledge exchange, best practice and new ideas in the performing arts sector.

2023-2026 Objective: Programme and deliver 1 student showcase per year that supports student research and opportunities for sharing with the wider sector.

2024-2025 Result: 1 student showcase

planned and delivered.



AIM 3: Be an inclusive and trusted facilitator of performing arts knowledge ensuring APAC members have access to high quality professional development opportunities, knowledge exchange, best practice and new ideas in the performing arts sector.

2024-2025 completed objectives:

Ensure all APAC meetings and events adhere to

Hybrid model

Review and update the 'Volunteer and

Placements' opportunities on the APAC

Voluntary Work Placements

National Theatre Archive, London	▼
The Royal Ballet and Opera Collections	▼
Victoria and Albert Museum, Department of Theatre and Performance, London	▼

website

Develop and deliver new travel grant scheme

for APAC members

Updated Volunteer Opportunities, APAC website, 2025

AIM 3: Be an inclusive and trusted facilitator of performing arts knowledge ensuring APAC members have access to high quality professional development opportunities, knowledge exchange, best practice and new ideas in the performing arts sector.

2025-2026 focus:

Create and post 2 new guidance/resources on the APAC website

Review the accessibility of APAC's website and format of member meetings and implement changes where necessary.

Develop and deliver 1 opportunity to curate APAC galleries on the website.

AIM 4: Develop social opportunities for APAC member collaboration, partnership and networking, ensuring all members have access to the performing arts expertise within APAC

2023-2026 Objective: Programme and deliver 1 Coffee Roulette opportunity per year

2024-2025 Result: 2 Coffee Roulettes programmed and delivered

AIM 4: Develop social opportunities for APAC member collaboration, partnership and networking, ensuring all members have access to the performing arts expertise within APAC

2023-2026 Objective: Programme and deliver 2 student socials, one in the north and one in the south

2024-2025 Result: 1 student social delivered in the south

AIM 4: Develop social opportunities for APAC member collaboration, partnership and networking, ensuring all members have access to the performing arts expertise within APAC

2023-2026 Objective: Programme and deliver 3 APAC member updates, presentations and workshops after member meetings

2024-2025 Result: 3 APAC meetings programmed and delivered

AIM 4: Develop social opportunities for APAC member collaboration, partnership and networking, ensuring all members have access to the performing arts expertise within APAC

2025- 2026 focus: Potentially programme and deliver 1 culture swap opportunity

AIM 5: Advocate the importance of the performing arts sector and APAC to the public and network with relevant sectors and communities

2024 – 2025 completed objectives:

Continue to work with The National Archives to

identify members of the performing arts

community who are not members of APAC and who are interested in developing their own collections

Build Relationship with British Records Association

Champion and support the importance of performing arts collections by representing members and the sector when required

APAC Trustees supporting Keep Dancing Event in Showtown Blackpool, 2024

AIM 5: Advocate the importance of the performing arts sector and APAC to the public and network with relevant sectors and communities

2025- 2026 focus: Build relationships with Museum Association, CLIP, Archives and Records Association

AIM 6: To be a robust organisation with transparent and transformational leadership in order to deliver on APAC's charitable objectives.

2024- 2025 completed objectives:

Report on progress of strategic objectives at general member meetings.

Report on financial status of APAC at member meetings

Create open call opportunities for members to present at symposia, study days and/or member meetings.

Establish a 50/50 split of representation of large/small organisations on the board

Ensure compliance with Charity Commission, GDPR, etc.

Continue to reply to member enquiries through the APAC inbox, facilitating connections and advise where applicable

Thank you to all Trustees and members who have presented and engaged with APAC in the past year including:

Treasurer Report 2024/2025

Summary

We started the year with £9,456.53 and ended the year with £10,484.13.

Bookkeeper report

The report for 2024/25 is as follows:

Date: 24/04/2025
Time: 11:53:11

APAC
Profit and Loss

Page: 1

From: Month 1, April 2024
To: Month 12, March 2025

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>		<u>Year to Date</u>	
Sales				
Product Sales	4,643.00		4,643.00	
		4,643.00		4,643.00
Purchases				
		0.00		0.00
Direct Expenses				
Labour	200.00		200.00	
Sales Promotion	150.90		150.90	
Miscellaneous Expenses	220.00		220.00	
		570.90		570.90
Gross Profit/(Loss):		<u>4,072.10</u>		<u>4,072.10</u>
Overheads				
Travelling and Entertainment	569.60		569.60	
Printing and Stationery	437.08		437.08	
Telephone and Computer charges	710.28		710.28	
Professional Fees	200.00		200.00	
Bank Charges and Interest	150.44		150.44	
General Expenses	1,052.10		1,052.10	
		3,119.50		3,119.50
Net Profit/(Loss):		<u>952.60</u>		<u>952.60</u>

Date: 13/04/2025
Time: 11:40:29

APAC
Period Trial Balance

Page: 1

To Period: Month 12, March 2025

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
1200	Bank Current Account	10,438.63	
1231	Paypal	45.50	
3200	Profit and Loss Account		9,456.53
4000	Sales -Memberships		4,633.00
4001	Sales Events income		85.00
6002	Sub-Contractors	200.00	
6201	Advertising/Website	150.90	
6900	Miscellaneous Expenses	220.00	
7400	Travel grants	569.60	
7502	Office Stationery	437.08	
7552	Computers & Software	710.28	
7604	Professional Fees	200.00	
7901	Bank Charges	125.10	
7905	Eventbrite Charges	18.31	
7907	Other Interest Charges	7.03	
8201	Subscriptions	1,052.10	
	Totals:	<u>14,174.53</u>	<u>14,174.53</u>

Travel Grants

We awarded two travel grants over the last year, amounting to £569.60.

Once again we encourage all members to take advantage of travel grants to attend our in person meetings.

SIBMAS Payments

This report shows the payment for 2024's membership. The payment for 2025's membership is currently being processed and so will be accounted for in next year's report.

Membership Report 2024/2025

Summary

This year we started taking membership online, allowing new members to sign up by themselves.

We saw a large increase in membership.

Current membership

At the end of the financial year we had 104 paid members. This was an increase of 8 on last year. We had 18 new members join this year. This included six new institutions and 12 new individuals and students/academics.

Membership by type

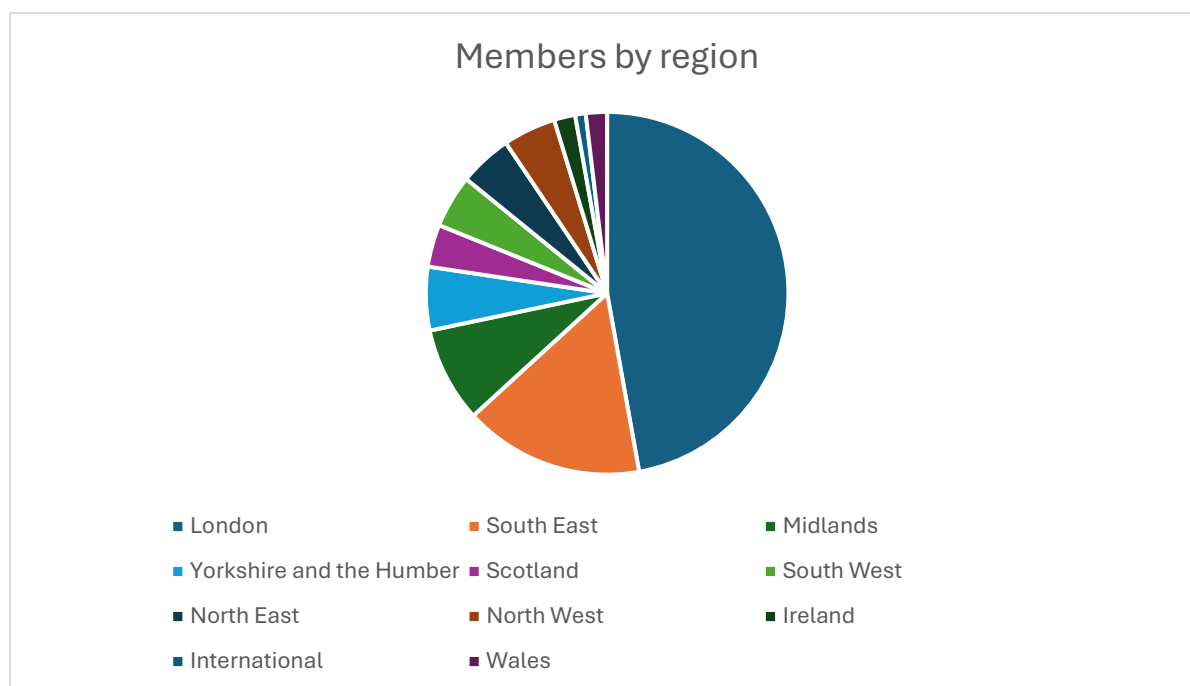
We have several different levels of membership currently available, the main difference being those who just subscribe to APAC and those who subscribe to both APAC and SIBMAS. Within those we have Institutional and Individual members. We also have Student members, who only subscribe to APAC. The split between the different options for current members are as follows:

	APAC	APAC and SIBMAS
Overall	70	34
Institutional	33	30
Individual	19	4
Student	18	N/A

Membership by region

Our split between members from Greater London and those from the rest of the UK and Ireland has remained the same. 47% of our members are from Greater London and 53% is from the rest of the UK and Ireland.

With an increase in membership overall, it is encouraging to see growth is consistent across our whole membership.



The numbers break down in more detail as follows:

Region	Number of members
London	50
South East	17
Midlands	9
Yorkshire and the Humber	6
Scotland	4
South West	5
North East	5
North West	5
Ireland	2
International	1
Wales	2

More information about our members can be found our website at <https://performingartscollections.org.uk/our-members/?see-all> .

Patricia Underwood, APAC Treasurer and Membership Secretary, April 2025



Website Officer's report for 2024/25

This year we introduced online sign-up options to our 'become a member' page. This has made it easier for members to sign-up and pay for their memberships online. We also improved the layout of the page to try and make the details of the different membership options clearer. Several new members have also had their details added to our members pages to keep these up to date.

The Volunteers and Placements page has been edited so that all the correct details are on there. Many thanks to Georgina for her help reviewing the page and compiling all the updated information. We are planning to do a call out to members soon to see if anyone has any placements they would like featured on the page.

Recently we have encountered some issues with the website's functionality. Blog posts continue to be available on the stories section of the homepage, but these are not loading on the dedicated 'stories' page. We have agreed to keep adding blog posts to the homepage as normal whilst we investigate the issue with the stories page. There is also an issue with the embedded map on the members page, and we are aware that the website needs some maintenance in general. We are currently researching potential website developers who can do a review of the website and propose maintenance options.

Sarah Harrison

APAC website officer

24/04/2025

Member Communication Report: AGM 2024

APAC Blog

2024-2025 Blogs Published:

- *An Invitation to 'Play': Interpreting Performing Arts History in the Museum* by Elizabeth Gray
- *SIBMAS – Hong Kong – 23-27 June 2024* by Mandie Garrigan and Judith Dray
- *Montgomery to Wolfit: Theatre Royal Nottingham* by Amy Bromilow
- *Theatre Postcards: Volunteering at the Theatre Royal Nottingham* by Karen Turnbull
- *Re-collecting cabaret* by Al Meggs
- *Impressions of an APAC Study Day: A Personal Perspective* by Sally Lewis

2025-2026 Blogs Planned:

- Blogs submitted by members with stories, collections, research, projects to share.

Membership Communications Working Group:

- We have seen an increase in non-members attending APAC events in 2025. We now have APAC flyers and posters available at events to encourage membership. Members able to request copies of
- 2025-2026 will see APAC encouraging non-member organisations to join APAC through targeted engagement.

Coffee Roulette

APAC facilitated two very successful coffee roulette sessions for our members. The Autumn 2024 round had sixteen sign-ups, whilst the Spring 2025 round received fourteen sign-ups. After reviewing the 2024 APAC Coffee Roulette sessions, we received overwhelmingly positive feedback and will continue to hold them going forwards with the next due in Summer/Autumn 2025.

Twitter

https://twitter.com/apac_ssn

● Our followers are composed of our paid-up members, academics and academic institutions, theatres and performing arts businesses, specialist researchers, students, theatre directors, writers and designers, authors, other performing arts collection groups, and interested members of the public from all over the world.

Bluesky

<https://bsky.app/profile/apac-ssn.bsky.social>

- The Board took the decision to create a BlueSky account for APAC at the end of 2024.
- Our followers are compiled into a Bluesky '[Starter Pack](#)', listing our members pages and individuals representing our members.

Philip Boot (APAC Trustee without portfolio)

22/04/2025



- 1.
- 2.
3. **Association of Performing Arts Collections – Student Representative Report 2025**
- 4.
5. In 2024/25, APAC's Student and Academic Representative has continued to support our academic community throughout the year. We strengthened our student and academic network through the continuation of social events and the return of the Annual Student and Academic Showcase.
6. In October 2024, APAC student and academic members attended a special visit to the Victoria and Albert Museum's Enthoven Unboxed exhibition. The evening commenced with an insightful introductory talk delivered by a panel of curators from the V&A's Theatre and Performance collection. Attendees were then treated to exclusive after-hours access to the exhibition, accompanied by a guided tour led by Curator of Dance, Jane Pritchard, followed by a lively Q&A session.
7. The event concluded with a social gathering at the Hoop & Toy, providing a valuable opportunity for students and academics to connect, exchange ideas, and build networks. We would like to extend a huge thank you to the Theatre & Performance team at the V&A for hosting us. It was a sold-out event, which also led to further growth in our student and academic membership. Encouraged by its success, we aim to integrate more social events into the APAC calendar. To help shape future activities, a survey has been circulated to our student and academic members to gather feedback and suggestions for the 2025/26 programme.
- 8.
9. In December 2024, APAC's Annual Student and Academic Showcase returned for another successful edition. We were delighted to host four outstanding presentations from both new and returning student and academic members. The talks explored key themes such as engagement, access, and the retelling of stories within dance and theatre archives. We welcomed presenters from the University of Brighton, the Royal Academy of Dance, the University of Leicester, and De Montfort University.
10. The event was a resounding success, offering valuable insights for researchers while also highlighting the vital role they play in enriching the wider APAC community. Looking ahead,

we are excited to develop the 2025 Showcase into an in-person event, building on the strong foundations and momentum of previous years.

11.

12. Moving forward, our goal for the year ahead is to continue strengthening our student and academic membership and to create more opportunities for members to contribute actively to the APAC community. Finally, I would like to say a huge thank you to Robyn and the rest of the APAC Executive Committee, who have supported the organisation of events and helped champion our student members throughout the year.

13.

14. Dr Bethany Johnstone

15. APAC Student and Academic Representative.

16.

APAC

England & Wales - Charity number 1180988

Accounts

Association of Performing Arts Collections – Chairs’ Report 2024

Summary

APAC has continued to work with members and the sector to support performing arts heritage by providing training, knowledge exchanges, and networking opportunities for all.

2024 was the start of our new three-year strategic plan, fed into directly by members at the last AGM and beyond. The focus in 2023/2024 for the board has been increasing member engagement, accessibility and inclusivity, prioritising bringing back members who have dropped off the attendance lists, bettering member communication and targeting an increase in student and academic members. We have been successful in exceeding, meeting, or very close to meeting, targets set for the board in 2023-2024. We are very proud to report the following:

Target 2023/2024:	Actual as of May 2024:	Legend:
2 new members recruited outside of London	5 new members recruited outside of London	Exceeds
Membership makeup reflects 55% outside of London	54% of membership makeup reflects those based outside of London	
APAC board membership is reflective of a 50/50 split between those based in/outside London	50% of board members are based in London 50% of board members are based outside of London	Meets
5 new student members join APAC	7 new student members joined APAC	Not met
12 posts on X advertising members collections, events and job opportunities	126 posts 140 reposts	

We were 1% off our target for 55% of members representative of outside London which we will continue to work towards next year.

A massive thank you to Phil Boot – who more than smashed our social media target for the year on X. We hope members have felt the support given by this platform, as Phil has been hard at work finding member events, news and job alerts to post about. Please do get in contact with us if you would like us to showcase anything on our X account.

To increase accessibility and inclusivity at our events and opportunities, APAC has also lifted the two-member cap per organisation on attendance, has put into practice a standard welcome and wrap up to all APAC events explaining who we are and who we are for, as well

as committing to hybrid and in person access to our symposium and study days. We have also increased the amount of call for speakers and contributions to our events and meetings, so that all members have a chance to share their practice.

The most recent membership round supported by our automated system has gone well - a big thank you to Patricia Underwood for overseeing that so seamlessly. Our trail of offering all- year round membership sign-up has also gone well and APAC has made the decision to continue with this model to increase accessibility and flexibility for its members.

Our new travel grant schemes have also seen a rise in member engagement and our SIBMAS conference offer will help 3 members attend in Hong Kong this year, championing and supporting the UK's place in performing arts expertise.

We are continuing to work with the Subject Specialist Networks Consortium and are part of their lobbying efforts with the Arts Council England for funding of these networks in general. We continue conversations with sector bodies, including The National Archives, about how we can work more closely with them and we look forward to more collaborative working. The board has targets to increase the number of sector bodies we work with in 2024/2025.

Our website continues to be popular, and this year, in addition to the regular updates to the website, we have been conducting audits and refreshers of pages such as Volunteers and Placements. Thank you to Sarah Harrison and Jennifer Shufflebotham for their work.

We are also continuing to answer member enquires and questions through email – with Bidy Hayward being the main point of contact for the APAC info@ email address. Bidy also began to complete a project this year which will see APAC remain GDPR compliant.

We want to make sure that all members feel connected to APAC and the work it does. We always welcome input from our members about how we can improve so please do contact us with ideas. We will continue to showcase member's work on APAC's X account and our monthly stories, which are published to the website and provide members with an opportunity to advocate for their collections and projects.

Events

We have held 4 events this year for members and non-members.

On 31st of October 2023, APAC, held a hybrid Symposium at the V&A on *Data and Digital: Preservation and Transformation*. We had a high turnout rate amongst members and non-members with 52 individuals attending overall. We heard from those inside and outside of APAC. One of the international speakers being Frederic Julien from the Canadian CAPACOA. We were also treated to an optional morning in *DIVA* and an afternoon in *The Zizi Show* exhibits.

On the 30th of November 2023 APAC hosted its first student and academic social event in the north – hosted by Theatre Royal and Royal Concert Hall Nottingham. With 5 students and

academics in attendance the group got to enjoy making new connections, exchanging knowledge and hearing about Nottingham's student volunteer program.

On the 29th of February 2024, APAC held the second student and academic social event hosted by the National Theatre's archives team in the South. We had 11 in attendance, and it proved a great opportunity for chat, networking and hearing about the Black Play's archive and all the other incredible stuff the NT team does behind the scenes. A massive thank you to Bethany Johnstone for planning and delivering these bespoke events.

This year's study day was held at Clod Ensemble, one of APAC's new members, on the 24th of April, 2024. We had 32 individuals in attendance and were treated to talks and displays from Clod, Rambert, The V&A, Shakespeare Birthplace Trust as well as on-members Adesola Akinleye and Suman Bhuchar. Clod provided a wonderfully relaxed atmosphere in the dance studio – attendees being asked to take off shoes as the dancers would!

A huge thank you to all those who have contributed time, expertise, venues and their experience in making this year a bumper one of events!

A special thank you to Niamh Kelly as well, for all her time and commitment to organising and keeping us in line and up to date on APAC's wonderful range of events and meetings. A thank you to Sian Williams and Geogina Donahue as well for their part in helping to organise these events.

Meetings

APAC member meetings took place online again this year. We had 3 APAC member meetings:

- 24 September, 2023 – the meeting was followed by update presentations from the V&A, Tyne Theatre and Opera House Trust and The Shakespeare Birthplace Trust
- 7 December, 2023 – we were treated to our annual student showcase after the meeting which saw presentations on student work from Erin Lee, Alice Bloom and Elizabeth Gray.
- 8 February, 2024 – update presentations took place from Chichester Festival Theatre, Bristol Theatre Collection and Royal College of Music.

Working Groups

APAC has three working groups currently meeting:

- Digital Preservation Working Group – the group last met 24 May 2023 but there has been some activity on the email address with members asking a few questions. Meetings have not been scheduled due to work capacity of chairs, but Robyn and Clair to pick up as soon as possible in the new year.
- Equity, Diversity, Justice and Inclusion Working Group – this group has met twice in the last year (2 November 2023, 4 April, 2024). The group has been established to share best practice knowledge relating to Equity, Diversity, Justice and Inclusion in the performing arts sector. A space has been set up on the APAC drive where members can contribute to discussions and discuss practice. Outputs from the group will be blogs and resources tracking conversation and findings.

- Members Communications Working Group – this group has met 3 times in the past year (16 June 2023, 28 September 2023 and 25 October 2023). The group has been set up to rethink member communications when joining APAC and to develop a leaflet and advertising material to give out to potential members through events, etc.

Network Opportunities

APAC facilitated another coffee roulette initiative in February 2024 where a record 20 members took part. These informal opportunities are there for members to have a cup of coffee and a chat with someone in the sector they may otherwise not have met, or had a conversation with.

Thank you

Robyn would like to say a huge thank you to all APAC members and the Board who have worked so hard this year to bring so many events, meetings, resources, blog posts to fruition. APAC is fortunate to have such dedicated individuals working to implement the aims of the network.

As testament to such a great year, no one has come forward to step down from the board. Instead, three of the longest standing board members have been put forth to the membership for re-election. This includes Biddy Hayward, Patricia Underwood and Phil Boot.

Everyone on the Board gives their time voluntarily and their breadth of knowledge and expertise is key to implementing the huge range of work that we have over the past year.

Robyn Greenwood
APAC Chair
2/05/2024

Treasurer Report 2023/2024

Summary

As described below, another strong membership year has meant we are in a healthy position for the upcoming year. We started the year with £8,592.33 and ended the year with £9,456.53.

Bookkeeper report

The report for 2023/2024 is as follows:

Date: 05/05/2024
Time: 11:05:02

APAC
Balance Sheet

Page: 1

From: Month 1, April 2023
To: Month 12, March 2024

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
		0.00	0.00
Current Assets			
Deposits and Cash	63.83	77.48	
Bank Account	800.37	9,379.05	
		864.20	9,456.53
Current Liabilities			
		0.00	0.00
Current Assets less Current Liabilities:		864.20	9,456.53
Total Assets less Current Liabilities:		864.20	9,456.53
Long Term Liabilities			
		0.00	0.00
Total Assets less Total Liabilities:		864.20	9,456.53
Capital & Reserves			
Reserves	0.00	8,592.33	
P & L Account	864.20	864.20	
		864.20	9,456.53

Date: 05/05/2024
Time: 11:04:36

APAC
Profit and Loss

Page: 1

From: Month 1, April 2023
To: Month 12, March 2024

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>		<u>Year to Date</u>	
Sales				
Product Sales	4,466.58		4,466.58	4,466.58
		4,466.58		4,466.58
Purchases				
		0.00		0.00
Direct Expenses				
Labour	624.23		624.23	
Sales Promotion	330.90		330.90	
Miscellaneous Expenses	150.00		150.00	
		1,105.13		1,105.13
Gross Profit/(Loss):		<u>3,361.45</u>		<u>3,361.45</u>
Overheads				
Travelling and Entertainment	225.00		225.00	
Printing and Stationery	143.88		143.88	
Telephone and Computer charges	710.28		710.28	
Professional Fees	150.00		150.00	
Bank Charges and Interest	183.63		183.63	
General Expenses	1,084.46		1,084.46	
		2,497.25		2,497.25
Net Profit/(Loss):		<u>864.20</u>		<u>864.20</u>

Date: 18/04/2024
Time: 15:15:51

APAC
Period Trial Balance

Page: 1

To Period: Month 12, March 2024

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
1200	Bank Current Account	9,379.05	
1231	Paypal	13.65	
3200	Profit and Loss Account		8,592.33
4000	Sales -Memberships		4,381.58
6002	Sub-Contractors	624.23	
6201	Advertising/Website	330.90	
6900	Miscellaneous Expenses	150.00	
7400	Travel grants	225.00	
7552	Computers & Software	840.51	
7604	Professional Fees	150.00	
7901	Bank Charges	154.95	
7905	Eventbrite Charges	21.16	
8201	Subscriptions	1,084.46	
	Totals:	<u>12,973.91</u>	<u>12,973.91</u>

Travel Grants

We awarded two travel grants over the last year, amounting to £225. This included the new travel grant allowing members to apply for grants to go to events that are not run by APAC.

We have awarded three grants to go to the SIBMAS conference in June, which will be paid after the conference.

SIBMAS Payments

This report shows the payment for 2023's membership. The payment for 2024's membership is currently being processed and so will be accounted for in next year's report.

Membership Report 2023/2024

Summary

This year we have had a large increase of members, especially an increase in academics and students. We have also had a slight increase in members outside of London.

Current membership

At the end of the financial year we had 95 paid members. This was an increase of eight on last year. We had 12 new members join this year. This included four new institutions and eight new individuals and students/academics.

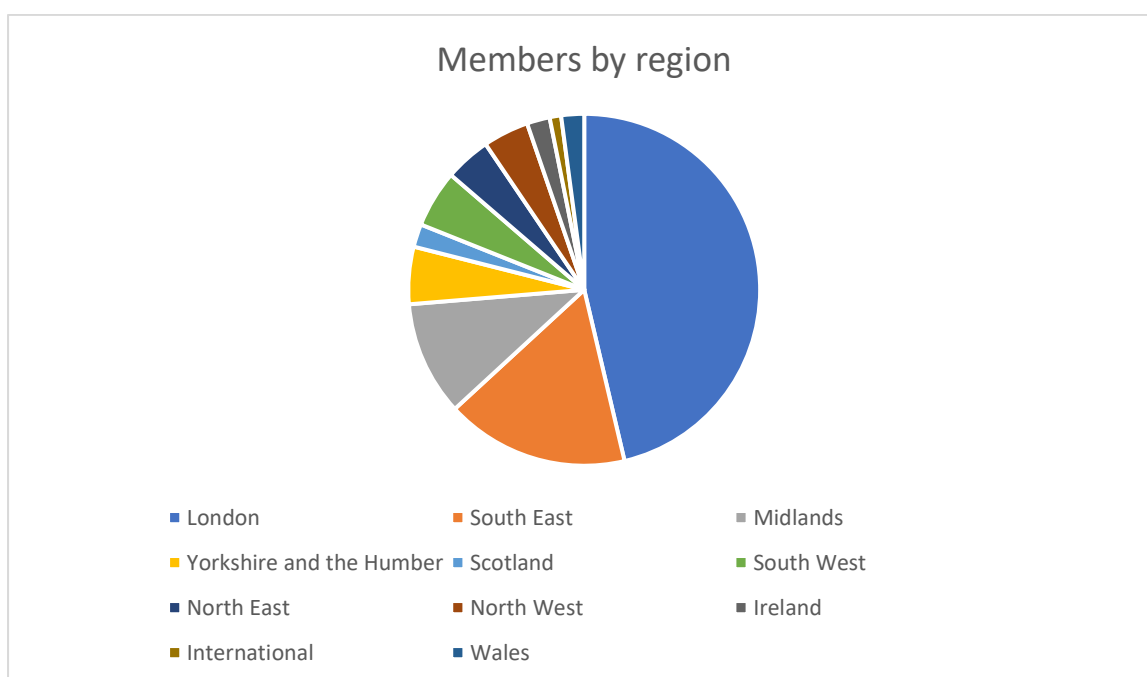
Membership by type

We have several different levels of membership currently available, the main difference being those who just subscribe to APAC and those who subscribe to both APAC and SIBMAS. Within those we have Institutional and Individual members. We also have Student members, who only subscribe to APAC. The split between the different options for current members are as follows:

	APAC	APAC and SIBMAS
Overall	62	33
Institutional	32	30
Individual	15	3
Student	15	

Membership by region

Another year in a row, our membership from outside Greater London has increased, from 53% to 54%.



The numbers break down in more detail as follows:

Region	Number of members
London	44
South East	16
Midlands	10
Yorkshire and the Humber	5
Scotland	2
South West	5
North East	4
North West	4
Ireland	2
International	1
Wales	2

More information about our members can be found our website at

<https://performingartscollections.org.uk/our-members/?see-all> .

Patricia Underwood, APAC Treasurer and Membership Secretary, May 2024



Member Communication Report: AGM 2024

APAC Blog <https://performingartscollections.org.uk/blog/>

2023-2024 Blogs Published:

- Supporting Environmental Sustainability in Performing Arts Heritage – Part Three
- Access requirements specific to performing arts – Part 6
- The National Fairground and Circus Archive: It's All a Show: Fairground Showmen, Identity and Mental Health Exhibition

2024-2025 Blogs Planned:

- Blogs submitted by members with stories, collections, research to share.

Membership Communications Working Group:

- The Membership Communications Working Group has created a formal welcome letter that clarifies membership benefits and how new members can involve themselves and their collections in APAC's activities to encourage engagement from day one of their membership.
- We have seen an increase in non-members attending APAC events in 2024. We now have APAC flyers available at events to encourage membership.
- 2024-2025 will see APAC encouraging non-member organisations to join APAC through targeted engagement.

Twitter https://twitter.com/apac_ssn

- We post/re-post most days and now have almost 1,300 followers.
- Our followers are composed of our paid-up members, academics and academic institutions, theatres and performing arts businesses, specialist researchers, students, theatre directors, writers and designers, authors, other performing arts collection groups, and interested members of the public from all over the world.

Philip Boot (APAC Trustee without portfolio)
26/04/2024



1.

2.

3. **Association of Performing Arts Collections – Student Representative Report 2024**

4.

5. In 2023/4 APAC's student and academic representative has continued to support our academic community throughout the year. This year we focused on the growth of the student and academic community which saw the development of new advertisements to increase student membership, new social events, and the return of the annual student and academic showcase.

6. The primary goal of APAC's student and academic representative this year was to increase the student and academic community through growing its membership. Therefore, two new social events were organised in November 2023 and February 2024 in the Midlands and London, respectively. These events aimed to showcase the benefits of APAC membership to students and academics. In November 2023, APAC hosted its first social event at the Theatre Royal & Royal Concert Hall Nottingham Archive, offering Midlands and northern region students and academics the chance to fully experience APAC membership benefits. The event featured a welcome talk, auditorium tour by Heritage Officer Georgina Donohue, and presentations by archive volunteers Karen Turnbull and Amy Bromilow. In February 2024, APAC hosted its second social event at the National Theatre Archive in London, offering London-based students and academics the chance to fully experience APAC membership benefits. The event featured a welcome talk, archive tour by head archivist Erin Lee, and an introduction to the Blacks Plays Archive by coordinator Riana Simons. Both events concluded with a networking session, providing attendees the opportunity to connect with new contacts and learn more about APAC from our Student and Academic representative. Both events were well attended, and we extend our sincere gratitude to Theatre Royal & Royal Concert Hall Nottingham and the National Theatre for hosting them. As a result of the social events the student and academic membership has almost doubled. We hope to continue this success and be able to make the social events a part of the APAC student and academic calendar.

7.

8. In December 2023, APAC's annual student and academic showcase returned. This year, we had the privilege of hosting three exceptional presentations. These presentations delved into the themes of active archiving, information literacy for performing arts students to bolster library and archive support, and participatory research in performing arts museums. They were delivered by students from Central School of Speech and Drama/National Theatre, Wimbledon College of Arts, and University of Leicester. The event achieved huge success and proved immensely beneficial for the researchers and in highlighting how researchers contribute to the broader APAC community. APAC eagerly anticipates next year's student and academic showcase.

9.

10. Moving forward, our goal for the year ahead is to build upon the achievements of this year and create more avenues for student and academic members to contribute to the APAC community. We will concentrate on enhancing and highlighting the student and academic community, while also offering new networking opportunities. Finally, I would like to say a huge thanks to Erin and Georgina for their help this year in hosting and to Robyn and the rest of the APAC executive committee who have helped throughout this year to organise events and support all our student members at APAC.

11.

12. Dr Bethany Johnstone

13. APAC Student and Academic Representative.

14.



Website Officer's report for 2023/24

During my first year as website officer, I have been trying to familiarise myself with how the website works and what needs to be updated to ensure it remains usable and engaging for our members.

This includes regularly adding upcoming APAC events to the website, and for future events we are looking at adding the travel grant application form to relevant event pages. We have discussed potential improvements to the volunteers and placements page and will consider what information would be most useful for members and users going forward. All parts of the Digitally Preserving the Performing Arts series are now on the resources section of the website.

I have also been working with Patricia Underwood on options for adding membership sign-up to the website. We have developed a method for processing member sign-up and payments online and this option will be live on the website soon. We have had a few new members this year, whose details are now live on the website where requested. Any members with feedback or updates, please do get in touch! Including if there are any images to add or update on your member profiles.

Many thanks to former website officer Clare, as well as Robyn and Patricia for all their help this year as I started to get to grips with the role.

Sarah Harrison
APAC website officer
27/04/2024

Website statistics

to be added and circulated after the AGM.

APAC

England & Wales - Charity number 1180988

Accounts



Association of Performing Arts Collections - Chairs' Report 2023

Summary

The past year has reinforced the hope and optimism felt within the sector in 2022 with services reopening further and audiences returning to performing arts venues and archives alike. APAC has continued to work with members to support this transition by providing training, knowledge exchanges, and networking opportunities.

This year, in Kent, we tested hybrid meetings- in person and online. This has been very successful and builds on our learning throughout the pandemic: keeping the broad geographical base that online has offered whilst also supporting those members who benefit from the in-person networking.

At the 2022 AGM, we continued the role of Student and Academic Rep to the Board after a successful trial period. Bethany Johnstone stayed in the role and has worked brilliantly again this year engaging our student membership, exploring what is useful to them and continuing the Student Showcase. We are pleased to officially appoint this named role to the board in 2023 and we look forward to seeing how it will continue to strengthen APAC's offer for students.

We have made strides in our strategic objectives and are on track to complete those set out for the 2020- 2023 period. You will read about these throughout the documents for the AGM. The board has already started working on our strategic objectives for 2024-2026. This year we continued to programme many events suggested by members in our 2022 member survey. These included a Dance and Heritage focused member meeting, an event focused on diversifying collections and another Student and Academic showcase.

We are continuing to work with the Subject Specialist Networks Consortium and are part of their lobbying efforts with the Arts Council England for funding of these networks in general. We continue conversations with sector bodies about how we can work more closely with them and we look forward to more collaborative working.

The Digital Preservation working group has completed 5 out of 6 parts of its Digital Preservation Guidance, which has been used and spread far beyond the performing arts field. This is an exciting testament to the knowledge and expertise that APAC members have to offer. A huge thank you to those who have taken part in this valuable resource.

The most recent membership round supported by our automated system has gone well - a big thank you to Patricia Underwood for overseeing that so seamlessly. This is the first year we have started to offer all-year round membership sign-up. This has gone successfully so far and we are looking forward to seeing if more people join APAC with the new membership structure. This year we also combined the role of Membership Secretary and Treasurer, which was also a success and ensures that APAC is run in the most professional manner possible, meeting the requirements of the Charity Commission.

We want to make sure that all members feel connected to APAC and the work it does. We always welcome input from our members about how we can improve so please do contact us with ideas. We will continue to showcase member's work on APAC's Twitter account and our monthly stories, which are published to the website and provide members with an opportunity to advocate for their collections and projects.

Events

We have held three events this year for members and non-members and we saw our first in-person events since the pandemic, which has been an absolute joy!

On 7 July 2022, APAC, together with the Manchester Digital Archive of Performance, hosted an online study afternoon: 'Establishing a shared understanding of archive recordings'. Speakers spanned archivists, artists and academics. This provided a lively forum for discussion on how to create, preserve and use archive recordings. As a result, new guidance has been added to the APAC website outlining [best practice for cataloguing these assets](#).

On 25 November 2023, APAC had its first event in person, at the University of Kent. This symposium was focused on Surfacing Stories from Diverse Communities and was successfully run in a hybrid format. This event saw one of our highest levels of attendance ever and allowed those in person and online to present, contribute and network. We heard from a variety of members working in this area and an outcome of this day has been to establish the new APAC working group: Equity, Diversity, Justice, and Inclusion Working Group, which is being announced at this AGM.

Our final event, on 28 April 2023, was hosted by Nottingham Theatre Royal and Concert Hall and focused on the ambitious and innovative projects of four of our members since the pandemic. We had the opportunity to view the Heritage Timeline Mural at the Theatre Royal and

hear from one of the artists involved about how it was developed. This was our first in-person only event since the pandemic and it was a fantastic opportunity to network and visit a wonderful venue.

A huge thank you to all those who have contributed time, expertise, venues and their experience in making this year a bumper one of events!

Meetings

Thank you to everyone who has embraced virtual meetings, which we held on:

- 14 December 2022 - we rounded off the year with a Student Showcase, featuring two of our student members
- 2 March 2023 - we focused on dance collections and research

Thank you

Erin and Robyn would like to say a huge thank you to the Board who have worked so hard this year to bring so many events, meetings, resources, blog posts and pieces of guidance to fruition. APAC is fortunate to have such dedicated individuals working to implement the aims of the network. Thank you to: Malcolm Mathieson as Secretary; Patricia Underwood as Treasurer and Membership Secretary; Clare Wood as Website Officer; Bethany Johnstone as Student and Academic Rep; and Phil Boot, Liz Harper, Biddy Hayward, Jill Sullivan, and Sian Williams as Officers Without Portfolio.

To mark their stepping down from the Board, we want to thank Jill Sullivan and Malcolm Mathieson for their hard work over the past year as Board members. We want to say a special thank you to Liz Harper for her many years of contribution to building APAC's member communications. We have gone from little to no visibility in the Twitter-sphere to over 1,200 followers, monthly blog posts on the website and a presence on LinkedIn. I am sure every member of APAC has felt Liz's warmth and enthusiasm come through in how APAC communicates and we are very grateful for her commitment. Another special thank you goes to Clare Wood, our dedicated Website Officer, who also steps down today. Clare has steered APAC through to its new website, which I am sure everyone will agree is a much more engaging and user-friendly site to represent what APAC and all of our members do. A huge thank you to Clare for her patience and technical savvy in getting our site to where it is today!

Everyone on the Board gives their time voluntarily and their breadth of knowledge and expertise is key to implementing the huge range of work that we have over the past year. Their enthusiasm makes serving on the Board a joy and we are excited for the next chapter with our new Board members.

A Very Special Thank You

The board would like to give a very special thank you to Erin Lee, who is also stepping down as APAC Co-Chair today. Erin has been an amazing force for good for APAC and has built an SSN that we all agree is better for her impeccable leadership. Erin has had to lead APAC through some unprecedented times in our sector and she did so with strength, bravely, kindness and compassion. Those who have worked with Erin on the board know her dedication knows no boundaries and we are all incredibly grateful to have had the chance to serve on the board alongside her.

Erin leaves behind an incredible legacy as APAC Chair. One that is very difficult to put into words. But as a network of members I know we have all felt the tangible difference Erin has made to APAC and our sector. Trying to put into words her legacy, however, the following are just a few things said about Erin's time on the APAC Board:

"Erin, your work for APAC has been nothing short of extraordinary."

"Erin, You have helped build so many links within the sector and contributed to an amazing amount of knowledge being shared and developed. Your energy, creativity and positive attitude are always inspiring to be around"

"Erin, The support and opportunities you have provided... within APAC [we will be ever] extremely grateful for."

"Erin, under your leadership APAC has achieved so much. Your focus and attention to detail is hugely impressive and has enabled APAC to start to fulfill its remit as envisaged by those who set it up all those years ago."

As the next Chair, I am both extremely excited to drive APAC forward alongside our board, building on Erin's work, as well as a little daunted to follow in such footsteps (as I think anyone would be!).

Thank you Erin for being part of the huge foundation that is the APAC SSN and the board are looking forward to leading APAC into an even brighter future.

A Note from Erin

This is my last day as a member of the Board of APAC. I have been on the Board for 9 years and have enjoyed every moment of it from a rabbit in the headlights having to minute the AGM that I was appointed to Secretary at to today, where I have grown into the role of Chair over the past six years. My APAC Board colleagues have been a constant source of advice, support, good humour and friendship as I navigate my work at the NT and my PhD. It has been an incredibly fulfilling time, not without its challenges as we found our way through events such as becoming a charity and the Covid-19 pandemic, but the positives have

been fantastic, seeing APAC flourish into the network it is today. I will be very sorry to step down but so buoyed that I am leaving it in the more than capable hands of Robyn and the new Board, appointed today. I know that APAC will go from strength to strength and I look forward to supporting this as a member.

I'd like to say a huge thank you to everyone I have worked with first on the Executive Committee and then on the Board following our Charitable status: Karin Brown, Marcus Risdell, Ramona Riedzewski, Chris Jones, Francesca Franchi, Gavin Clarke, Claire Hudson, Arike Oke, Fabiana Barticioti, Jane Gallagher, Bidy Hayward, Barry Houlihan, Liz Harper, Eleanor Fitzpatrick, Victoria Lane, Stephanie Rolt, Clare Wood, Gillian Boll, Robyn Greenwood, Patricia Underwood, Karen Brayshaw, Phil Boot, Bethany Johnstone, Malcolm Mathieson, Jill Sullivan, and Sian Williams.

Erin Lee and Robyn Greenwood

Chairs

28/03/2023



Website Officer's report for 2022/23

While key updates have been made to the website this year (including addition of the Digital Preservation resources and event reports), my increased work and family caring responsibilities have meant that much of the anticipated website development work has been on hold.

Phil Boot kindly offered his support with the website earlier this year and we met to discuss the website functionality and development plan. I am pleased that Phil will be taking over APAC's social media, including the Stories section of the website, and want to extend a warm welcome to Sarah Harrison, who is joining the Board and taking on the role of Website Officer. I am compiling some handover notes and will arrange to meet with Sarah this month to discuss before standing down.

Many thanks to Erin, Robyn and all the past and present APAC trustees I've worked with - it has been a real pleasure to be part of the Board over recent years and I look forward to continuing to be involved as a member in future.

Website statistics

to be added and circulated after the AGM.

Treasurer Report

Summary

This year saw a return for the first time to some of our spending pre-pandemic. With the return of in-person events we once again started to offer travel expenses and grants, along with facilitating meetings in online settings. We also spent some money commission the designing of some new advertising material to help promote APAC at events and new members.

As described below, another strong membership year has meant we are in a healthy position for the upcoming year. We started the year with £7,564.54 and ended the year with £8,592.33.

Bookkeeper report

The report for 2022/2023 is as follows:

Date: 25/04/2023

Time: 11:49:33

APAC
Profit and Loss

Page: 1

From: Month 1, April 2022
To: Month 12, March 2023

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>		<u>Year to Date</u>	
Sales				
Product Sales	3,814.00		3,814.00	3,814.00
		3,814.00		
Purchases				
		0.00		0.00
Direct Expenses				
Labour	139.94		139.94	
Sales Promotion	1,137.18		1,137.18	
Miscellaneous Expenses	50.00		50.00	
		1,327.12		1,327.12
Gross Profit/(Loss):		<u>2,486.88</u>		<u>2,486.88</u>
Overheads				
Printing and Stationery	143.88		143.88	
Professional Fees	120.00		120.00	
Bank Charges and Interest	(9.19)		(9.19)	
General Expenses	1,204.40		1,204.40	
		1,459.09		1,459.09
Net Profit/(Loss):		<u>1,027.79</u>		<u>1,027.79</u>

Date: 25/04/2023
Time: 11:49:06

APAC
Period Trial Balance

Page: 1

To Period: Month 12, March 2023

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
1200	Bank Current Account	8,578.68	
1231	Paypal	13.65	
3200	Profit and Loss Account		7,564.54
4000	Sales -Memberships		3,814.00
6002	Sub-Contractors	139.94	
6201	Advertising/Website	1,137.18	
6900	Miscellaneous Expenses	50.00	
7502	Office Stationery	143.88	
7604	Professional Fees	120.00	
7901	Bank Charges		24.87
7905	Eventbrite Charges	15.68	
8201	Subscriptions	1,204.40	
	Totals:	<u>11,403.41</u>	<u>11,403.41</u>

SIBMAS Payments

This report shows the payment for 2022's membership. The payment for 2023's membership is currently being processed and so will be accounted for in next year's report.

Membership Report

Summary

This year for the first time we started to accept members outside of the traditional membership cycle. This is made possible with membership database software we have been using for last few years. We are hoping that this year will be the year that we can finally make membership subscription fully automated by making sign ups available on our website.

Current membership

As of the end of April we currently have 87 members. This is same number of members as last year, however we have had 6 new members join and 6 who decided not to or were unable to renew.

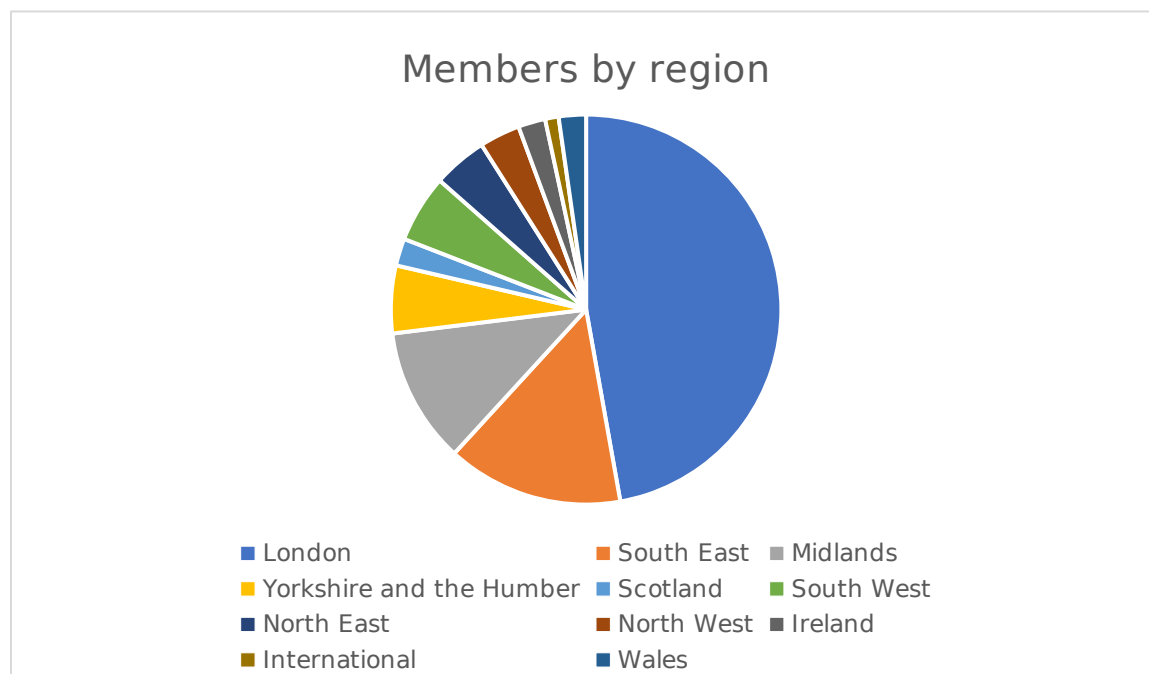
Membership by type

We have several different levels of membership currently available, the main difference being those who just subscribe to APAC and those who subscribe to both APAC and SIBMAS. Within those we have Institutional and Individual members. We also have Student members, who only subscribe to APAC. The split between the different options for current members are as follows:

	APAC	APAC and SIBMAS
Overall	56	31
Institutional	32	29
Individual	16	2
Student	8	

Membership by region

Over recent years we have actively tried to encourage membership from outside of London, so it is gratifying to see that this year over half of our membership (53%) comes from outside of London, as demonstrated by the pie chart below.



The numbers break down in more detail as follows:

Region	Number of members
London	42
South East England	13
Midlands England	10
Yorkshire and the Humber	5
Scotland	2
South West England	5
North East England	4
North West England	3
Ireland	2
Wales	2
International	1

More information about our members can be found on our website at <https://performingartscollections.org.uk/our-members/?see-all> .

Patricia Underwood, APAC Treasurer and Membership Secretary, April 2023

APAC

England & Wales - Charity number 1180988

Accounts



Association of Performing Arts Collections – Chair’s Report 2022

Summary

The past year has, again, brought many challenges to our sector but also a lot of hope and optimism with services reopening and audiences returning to performing arts venues and archives alike. I am proud to say that APAC has worked well to support our members through this period by providing training, knowledge exchanges, and networking opportunities.

We kept our meetings and events online in the face of uncertainty around travel and social distancing. This has allowed us to build up a really broad geographical base in our audiences and the Board will be considering how we maintain that connection while also embracing in-person events and meetings again.

At the 2021 AGM, we introduced a Student Rep role to the Board. Bethany Johnstone took up this role and has worked brilliantly this year engaging our student membership, exploring what is useful to them and establishing the Student Showcase at our December member meeting. This was a fantastic opportunity for students to introduce the APAC membership to their research and encouraged a real bonding of collection specialists with those who use them. I am looking forward to how this role will continue to strengthen APAC’s offer for students.

We are already making steady progress towards achieving our strategic objectives and you will read about these throughout the documents for the AGM. We surveyed members to ask about specialist areas of knowledge and these have all been added to the APAC website under each member so that either APAC members or the general public can be directed to people who may be able to answer a query or offer advice on certain areas. We are continuing to work with the Subject Specialist Networks Consortium and are part of their lobbying efforts with the Arts Council England for funding of these networks in general. We have begun conversations with sector bodies about how we can work more closely with them and we look forward to more collaborative working.

The Digital Preservation working group has begun drafting best practice guidance for the sector, which has been used and spread far beyond the performing arts field, which is exciting and a testament to the knowledge and expertise that APAC members have to offer.

The most recent membership round has been the first that we have automated and a big thank you to Robyn Greenwood for overseeing that so seamlessly. We now have a much more robust method for renewal and for welcoming new members, with opportunities for

members to update their information and manage their payments. This, alongside our bookkeeper, ensure that APAC is run in the most professional manner possible, meeting the requirements of the Charity Commission.

We want to make sure that all members feel connected to APAC and the work it does. We always welcome input from our members about how we can improve so please do contact us with ideas. Liz Harper is continuing to work wonders on APAC's Twitter account and providing much needed contact with all our members. Liz also looks after our monthly stories, which are published to the website and provide members with an opportunity to advocate for their collections and projects.

Events

We have held two events this year, both online, which have had impressive attendances. The first, In June 2021, was focused on the challenges and opportunities around the Covid-19 pandemic and featured speakers from a wide variety of APAC members. This provided an opportunity to reflect, review and respond to the pandemic and included overviews of funded projects, working with students in a new way and how to strategise around re-opening our services.

The second, in April and May 2022, was based on copyright and licensing. This has been a familiar topic of discussion at APAC events and we are thrilled that we were able to bring two afternoon symposia to our members featuring a sector-leading rights speaker and a performing arts photographer to speak about their work as well as hear from APAC members about their day to day challenges around rights management.

Meetings

Thank you to everyone who has embraced virtual meetings, which we held on:

- 14 September 2021 – we had three presentations focusing on dance
- 1 December 2021 – we rounded off the year with a Student Showcase, featuring four of our student members
- 9 February 2022 – we were joined by the RSC to discuss their NHLF funded project *Threads*

Thanks to the Ex Com

Finally, I'd like to say a huge thank you to the Board who have worked so hard this year and gone above and beyond what is expected of them. APAC is fortunate to have such dedicated individuals working to implement the aims of the network. Thank you to: Steph Rolt as Secretary; Patricia Underwood as Treasurer; Robyn Greenwood as Membership Secretary; Clare Wood as Website Officer; Bethany Johnstone as Student Rep; and Phil Boot, Karen Brayshaw, Liz Harper, Biddy Hayward, and Victoria Lane as Officers Without Portfolio. I am excited for the next chapter of APAC with Robyn as Co-Chair and three new members joining the Board.

I want to thank Karen Brayshaw and Victoria Lane for their support and dedication to the Board over the past few years. And I want to say a special thank you to Steph for her work as Secretary for the past five years. Steph has brought such professionalism, dedication, good humour and creativity to the role and I for one will really miss working with her.

Everyone on the Board gives their time voluntarily and their breadth of knowledge and expertise is key to implementing the huge range of work that we have over the past year. Their enthusiasm makes serving on the Board a joy and I am confident that APAC and its members will come out of these trying times as a stronger network.

Erin Lee

Chair

19/04/2022

Treasurer's Report 2022 AGM

1. Summary

Another year of Covid has created another unusual year for APAC finances. With no in person events again this year, most of our outgoings were to facilitate our continued online meetings. However, another year of strong membership take up has resulted in a good healthy recovery for our finances following the spending on the new website last year. We started the year with £6241.68 across both accounts and closed the year with £7564.54.

2. Bookkeeper report

The report for 2021/2022 is as follows:

Date: 23/04/2022 Time: 12:32:00		APAC Profit and Loss		Page: 1
From: Month 1, April 2021 To: Month 12, March 2022		Default Layout of Accounts		
Chart of Accounts:		<u>Period</u>	<u>Year to Date</u>	
Sales				
Product Sales	4,249.00		4,249.00	
		4,249.00		4,249.00
Purchases				
		0.00		0.00
Direct Expenses				
Labour	420.00		420.00	
Sales Promotion	615.95		615.95	
Miscellaneous Expenses	109.57		109.57	
		1,145.52		1,145.52
Gross Profit/(Loss):		<u>3,103.48</u>		<u>3,103.48</u>
Overheads				
Printing and Stationery	460.61		460.61	
Professional Fees	100.00		100.00	
Bank Charges and Interest	60.89		60.89	
General Expenses	1,159.12		1,159.12	
		1,780.62		1,780.62
Net Profit/(Loss):		<u>1,322.86</u>		<u>1,322.86</u>

Date: 23/04/2022
Time: 12:31:40

APAC
Period Trial Balance

Page: 1

To Period: Month 12, March 2022

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
1200	Bank Current Account	7,189.20	
1231	Paypal	375.34	
3200	Profit and Loss Account		6,241.68
4000	Sales -Memberships		4,249.00
6002	Sub-Contractors	420.00	
6201	Advertising/Website	615.95	
6900	Miscellaneous Expenses	109.57	
7502	Office Stationery	460.61	
7604	Professional Fees	100.00	
7901	Bank Charges	55.99	
7905	Eventbrite Charges	4.90	
8201	Subscriptions	1,159.12	
	Totals:	<u>10,490.68</u>	<u>10,490.68</u>

3. HSBC Bank account

In November 2021 HSBC started charging all Community Accounts £5 a month. This combined with other issues we have had with HSBC in the past mean that I am currently looking at swapping APAC to a new bank. Hopefully I will be able to share our new account details in the coming months.

4. SIBMAS Payments

This report shows the payment for 2021's membership. The payment for 2022's membership is currently being processed and so will be accounted for in next year's report.

Patricia Underwood, APAC Treasurer, 26 April 2022