

The Suter Art Gallery Te Aratoi o Whakatū Trust

SIX MONTH REVIEW for period 1 July- 31 December 2023

1. INTRODUCTION

This report covers financial and performance results for The Suter Art Gallery Te Aratoi o Whakatū Trust (The Trust) for the six-month period 1 July - 31 December 2023

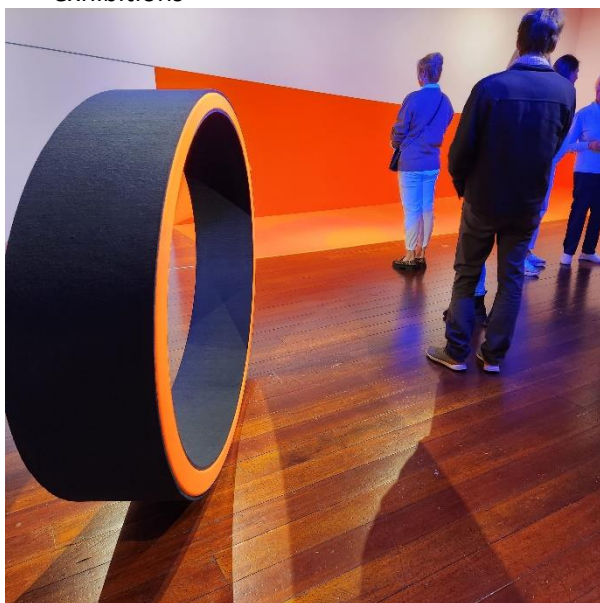
2. OVERVIEW OF TRUST AND GALLERY ACTIVITIES:

Of note: Long standing Chair of the Trust Craig Potton retired from the Trust Board in late October 2023. He is now one of two Suter Patrons.

The Suter Art Gallery Te Aratoi o Whakatū Trust has been registered replacing “The Bishop Suter Trust”.

Highlights:

- Visitor numbers at 58,930 are nearly 9,000 ahead of target (50,000), year-to-date.
- Successful dinner and auction event held with funds raised going to support The Suter’s collection development.
- Great attendance during Te Ramaroa Nelson Light Festival and positive visitor reactions to exhibitions



Kāryn Taylor Future Philosophies exhibition of light and projected works, mesmerising visitors during Te Ramaroa.

- Variety of exhibitions on show and positive public reaction to them
- Ahead of target for delivery of Enriching Local Curriculum education lessons to Nelson Tasman early childhood and school students.
- Suter’s Tasman ArtWalk project: further images installed in Richmond town centre, Motueka and now planning for works to go into Takaka.
- Nelson Arts Festival events being held at The Suter beginning with *Night Vision*
- Memorandum of Understanding with iwi renewed and with the signing occurring at the launch of the second iwi led exhibition *Kanohi Kitea (The Seen Face)*, coordinated by Louisa Paul and very well received by visitors to The Suter.
- Suter Shop trading well and showcasing locally made items.
- Ongoing partnership support from Jarden and NBS

Concerns going forwards:

- Loss of long- standing tenant of the Pastorius Waller Theatre at The Suter. This will impact on visitor numbers and The Suter’s projected revenue.
 - The Suter is looking at alternative opportunities for the Theatre
- We are unlikely to have a surplus at financial year end to contribute to the Asset Renewal Fund.

3. Performance Against Objectives in the Statement of Intent 2023-2024; 6 Months:

Note: The numbering in the Statement of Performance ‘chart’ below follows that of The Bishop Suter Trust Statement of Intent. This report focusses on achievement against targets Those in the blue cells will be reported on in our Annual Report. Other achievements against our objectives will be commented on in a Year in Review document – *Achievement to date of these are in italics.*

3.1. Operate a visual arts destination of national importance	
3.1.1. Provide a vibrant visual arts destination	<ul style="list-style-type: none"> • That is open 362 days of the year <p><i>We were closed on 4 days over Christmas and New Year and will close 2 days during Easter</i></p>
	<ul style="list-style-type: none"> • With a minimum of 100,000 visits per annum to The Suter <p>Report six monthly: 6 month target 50,000 visitors: Achieved 58,930 visitors</p>
	<ul style="list-style-type: none"> • Customer satisfaction survey ratings indicate at least 85% satisfaction¹ <p>Report six monthly: 93.2% satisfaction</p>
3.1.2. Honouring and living our partnership with iwi	<p>Honour the kaupapa of the Memorandum of Understanding [MoU] with Ko Te Pouāranga [KTP]:</p> <ul style="list-style-type: none"> • MoU renewed; • KTP input to programmes, projects, collection and policy development • Co-develop at least 1 toi Māori exhibition / project per annum <p>Report six monthly: The MoU has been renewed, Ko Te Pouaranga have had input into projects, events, and guided the development of an iwi led exhibition <i>Kanohi Kitea (the Seen Face).</i></p>

¹ >85% of surveyed visitors “recommend visiting The Suter to others” rated on a scale 1-10

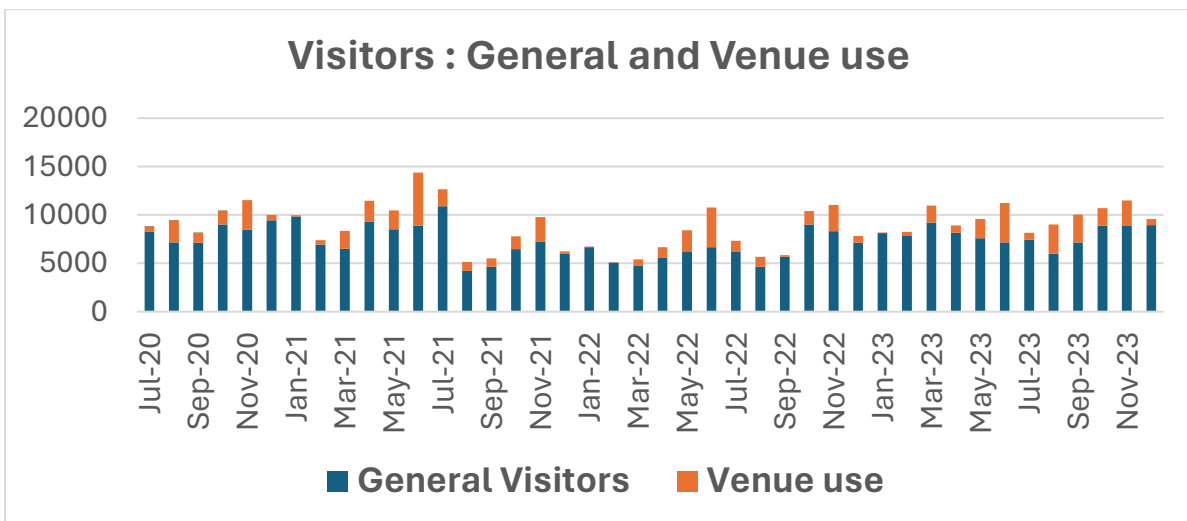
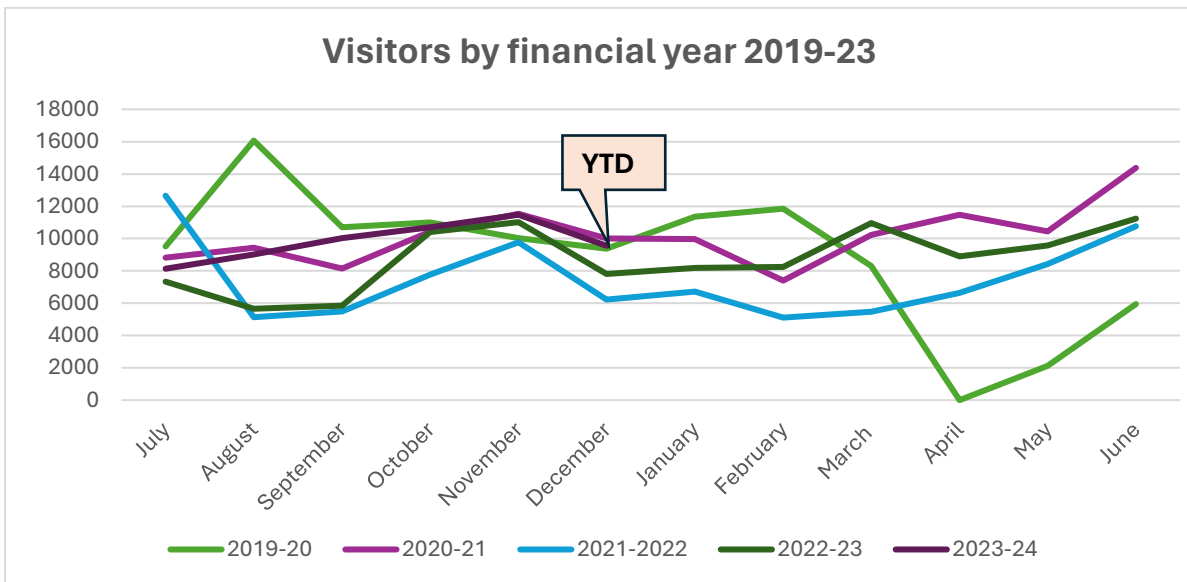
3.1.3. Grow our supporters	<p>Grow our supporters' base including The Friends of The Suter (FOTS), donors and Legacy Group (patronage group):</p> <ul style="list-style-type: none"> • Net growth year-on-year and a minimum of 30 new F.O.T.S. memberships p.a. • Patronage scheme enhanced and activities held for them <p><i>Report six monthly: As at 31.12.2023 we had enrolled 58 new members, and had a total of 463 FoTS memberships. Patronage scheme being reviewed. Patrons and volunteers invited to Sneak Peeks (previews of exhibitions)</i></p>
3.1.4. Organisational capability, resilience and sustainability	<p>Ensure that The Suter is well managed and operates within its agreed plans:</p> <ul style="list-style-type: none"> • Reports, plans and budgets meet set deadlines. <p><i>Achieved</i></p> <p>Have a positive organisational culture; fostering a culture of staff excellence and well-being by maintaining good employer policies, procedures and practices and providing a safe and healthy workplace;</p> <ul style="list-style-type: none"> • No significant health and safety incidents and no staff hours lost to injury. <p><i>Report six monthly: There have been no staff hours lost to injury</i></p> <p>Staff turnover: 1 FTE staff member – resigned to start own business.</p>
	<p>Risk management and mitigation:</p> <ul style="list-style-type: none"> • The Risk Register is reviewed annually, • Mitigation strategies identified are implemented, including cyber security, and response planning for natural hazards and climate change. <p><i>Report six monthly: Rolling review of Risk Register is occurring and identified mitigation strategies enacted. No cyber security incidents. Flood protection work carried out in Suter basement areas</i></p>
	<p>An asset management plan (maintenance and renewals) is implemented:</p> <ul style="list-style-type: none"> • Assets' renewal fund, achieved from operational cash surpluses (before depreciation) to fully fund the BST's share of depreciation grows; <p>Report on progress annually: This will be reported at year end</p>

	<p>Improve our sustainability performance by implementing sustainability and waste minimisation measures identified in EKOS carbon emissions audit and reviewing suppliers:</p> <ul style="list-style-type: none"> • Monitor and report on energy usage • Report on the impact of mitigations and changes <p>Report six monthly: EMSOL energy audit undertaken; investigation of alternative energy suppliers undertaken-remained with current provider</p>
<p>3.2 Visitor experience: exciting, informing and engaging our community through art experiences</p>	
<p>3.2.1. Exhibitions</p>	<p>Provide a programme of regularly changing internally produced and externally sourced exhibitions:</p> <ul style="list-style-type: none"> • 10-15 exhibitions mounted per annum <p>Report six monthly: 15 exhibitions have been on display in period; 10 new exhibitions mounted in period.</p>
	<p>Develop a forward exhibition programme that is diverse and stimulating, including internally produced and externally sourced exhibitions;</p> <ul style="list-style-type: none"> • Exhibitions scheduled that meet the needs and interests of a broad audience <p><i>Exhibitions scheduled through to mid/late 2025 and into 2026 including collection based, Toi Māori, thematic, solo exhibitions</i></p>
<p>3.2.2. Life-long learning: providing innovative educational experiences</p>	<p>Provide learning experiences for regional school students that support their NZ curriculum studies based on The Suter’s programmes and resources:</p> <ul style="list-style-type: none"> • Minimum 4,000 students attend programmes • 90% satisfaction ratings of “fine” to “great” • At least one Education Advisory Committee meeting held per annum <p>Report six monthly: Achieved: ELC: 123 on site lessons delivered to 2,487 students, accompanied by 665 helpers; with over 90% satisfaction ratings of fine to great.</p> <p><i>Education Advisory Committee will meet in 2024 year</i></p>
	<p>Provide out-of-school and other art educational activities:</p>

	<ul style="list-style-type: none"> • Minimum 80 SKC and other community learning sessions are delivered per annum. <p><i>61 SKC, 38 adult art classes and 12 school holiday programmes delivered; total attendance 1,266</i></p> <p>Provide public programmes which enhance community appreciation and enjoyment of the visual arts:</p> <ul style="list-style-type: none"> • A minimum of 20 talks/ events/ activities are held per annum. <p><i>20 events including openings and talks held, plus offsite How to Look at Art sessions at Richmond Library</i></p> <p>Develop youth participation in governance and/or internships to encourage diversity and skills transfer:</p> <ul style="list-style-type: none"> • A minimum of one key initiative per annum <p>Report 6 monthly on progress.</p> <p><i>Young person did spell of work experience; A new outside board member appointed to Marketing & Partnerships Committee to represent a younger demographic.</i></p>
3.3 Collection: Collect and preserve, record, communicate and display our artistic heritage	
	<p>Develop The Suter's Collection in accordance with The Suter's Collection Policy:</p> <ul style="list-style-type: none"> • All acquisitions and de-accessions approved by the Trust comply with the Collection Policy and related procedures <p>Report six monthly: 8 works accepted and added to the collection, 3 purchases and 5 gifted as per Collection Policy.</p> <hr/> <p>The Collection is stored, handled and exhibited safely and securely:</p> <ul style="list-style-type: none"> • The Collection is stored/displayed in environmental conditions that are in line with accepted museum practice (including temperature 18-22 ° C/ relative humidity 50-55%, pest control, archival materials, security and fire monitoring). • There are no handling mishaps or other damage occurs to Collection items. <p><i>Achieved</i></p>

	<p>Enhance knowledge and reputation of the Collection:</p> <ul style="list-style-type: none"> • All recently acquired collection items and copyright cleared images are uploaded to www.thesuter.org.nz; • Loans, reproductions and other collection requests are met in a timely fashion; • Publishing occurs; • The Suter’s Tasman Art Walk developed <p>Report 6 monthly on progress.</p> <p><i>The Suter Tasman’s Art Walk: Extended to Motueka (12 artworks), and further art works added in Richmond. Grant achieved to put artworks into Takaka. Tour of Richmond ArtWalk held.</i></p> <p><i>Artworks from Suter’s Collection requested for loans to other galleries.</i></p> <p><i>Uploading images to collection on- line will be a focus of activity in 2024</i></p>
<p>3.4. Connecting with our community: partnerships that grow The Suter and contribute to our community</p>	
3.4.1	<p>Continue our proactive collaborative Partnership Plan that actively includes both commercial partners and philanthropic sponsors who provide additional funding and/or supply goods and/or services to achieve project and programme goals:</p> <ul style="list-style-type: none"> • Fundraising projects’, sponsorship and other partnerships meet Budget / plans <p><i>Hopgoods Dinner and Auction held. Partnerships agreements with NBS and Jarden. Marketing & Partnerships cttee meet regularly to review sponsorship, partnerships and fundraising initiatives.</i></p>
3.4.2	<p>Provide and manage The Suter Volunteers’ programme:</p> <ul style="list-style-type: none"> • That provides av. >80 hours of contribution per month/ per annum <p><i>Averaged 66.25 hours per month. Average was down due to some key volunteers away travelling overseas. Volunteers involved with front of house, events, archives and library.</i></p>
3.4.3	<p>The Suter contributes to other organisations and community initiatives to promote Nelson/Tasman visual arts and heritage and provides leadership in fields of expertise to support both Councils provision of social /cultural wellbeing:</p> <ul style="list-style-type: none"> • Report to Councils on contribution to the implementation of the Regional Arts Strategy, Heritage Strategy, and other related initiatives

<p>3.4.4</p>	<ul style="list-style-type: none"> • Report on contribution in areas of expertise locally, regionally, nationally <p><i>Staff have supplied expertise to Schools Science Fair, NMIT, NCC Public Art Cttee, Make/Shift Our Creative City; Te Ramaroa, Nelson Arts Festival, Chamber of Commerce ArtWork programme; Richmond Library – How to Look at Art community programmes; Nelson Historical Society; expert advice for artwork storage methods; NZ Gallery and Museum Educators network co- ordination</i></p> <p>Engage with other organisations to help further their objectives doing good in our community:</p> <ul style="list-style-type: none"> • Services and experiences provided for at least 20 community groups <p>Report 6 monthly on progress. See above</p>
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FINANCIAL : Overview Commentary

- Total Income General Funds is only marginally below budget by 1.2% / \$9,667; the difficulty securing expected sponsorship income was offset by increased retail sales. We continue to focus and target self-generated revenue and whilst some income areas are challenged by the current, general trading conditions, our partner list grows as we secure strong relations with future sponsors and donors. The Suter Store (retail) continues to specialise in an Artist led product range, with unique offers that clearly attract increasing interest and sales.
- Total operating expenses are below budget by 2.4% / \$24k. The main contributor is a decrease in exhibition expenses from a Collection led exhibition calendar; however one major increase was the much higher than budgeted Audit fees. We are working with Council to restructure our annual reporting to reduce audit fees in the future.
- Overall the operating loss prior to market adjustments is \$14k better than budget. Unfavourable market conditions has contributed to a \$34k loss on investments for the 6 months, resulting in an overall loss of \$239k, being \$39k worse than budget.
- Net assets are better than expected– and a positive net cash position as at 31 December 2023.

The Bishop Suter Trust

Statement of Comprehensive Revenue & Expense

For the 6 months ended 31 December 2023

Account	Six Months Actual to 31/12/2023	Six Months Budget	Annual Budget 2023/24	Six Months Actual to 31/12/2022
INCOME				
Revenue from non-exchange transactions	518,025	539,648	1,095,723	528,704
Revenue from exchange transactions	228,177	216,220	426,313	240,094
TOTAL INCOME GENERAL FUNDS	746,201	755,868	1,522,036	768,798
TOTAL REVENUE	746,201	755,868	1,522,036	768,798
OPERATING EXPENSES				
Personnel Costs	365,619	346,465	687,279	324,731
Retail & Marketing	42,076	38,416	91,984	44,620
Exhibitions	48,644	85,078	152,378	67,902
Governance	46,372	36,927	88,957	36,250
Administration	121,307	132,058	156,805	113,801
Building & Facilities	104,920	106,128	218,794	86,816
Depreciation	218,856	223,560	447,121	219,552
Other	3,633	6,530	12,360	5,860
TOTAL OPERATING EXPENSES	951,427	975,162	1,855,678	899,531
Subtotal Operating Profit/(Deficit)	(205,226)	(219,294)	(333,642)	(130,733)
Other Adjustments				
Revenue from Unrealised Market Adjustments	(34,182)	19,534	78,134	34,328
Total Other Adjustments	(34,182)	19,534	78,134	34,328
TOTAL EXPENSES	985,609	955,628	1,777,544	865,203
NET OPERATING SURPLUS/LOSS	(239,408)	(199,760)	(255,508)	(96,405)

Statement of Financial Position

For the 6 months ended 31 December 2023

Account	Six Months Actual to 31/12/23 \$	Six Months Budget to 31/12/23 \$	Six Months Actual to 31/12/22 \$
Assets			
Current Assets			
Cash & Cash Equivalents	173,238	106,803	205,054
Trade & Other Receivables	246,482	14,304	249,794
Other Current Assets	23,040	33,528	23,304
Specific Purpose Investments	2,025,500	2,137,021	1,955,514
Total Current Assets	2,468,260	2,291,656	2,433,666
Non-current Assets			
Collection	7,942,733	7,910,096	7,892,915
Property, Plant & Equipment	8,955,038	8,937,682	9,378,574
Other	1,033,141	1,056,859	1,056,859
Total Non-current Assets	17,930,912	17,904,637	18,328,348
Total Assets	20,399,172	20,196,293	20,762,014
Liabilities			
Current Liabilities			
Trade & Other Payables	163,943	134,367	176,054
Income in Advance	268,279	57,827	270,650
Total Current Liabilities	432,222	192,195	446,704
Total Liabilities	432,222	192,195	446,704
Net Assets	19,966,950	20,004,098	20,315,310
Equity			
Equity	19,966,950	20,004,098	20,315,310
Total Equity	19,966,950	20,004,098	20,315,310

Statement of Cash Flows

For the 6 months ended 31 December 2023

	Jul-Dec 2023
	\$
Operating Activities	
Sales of goods & services	179,625
Grants and donations	671,696
Interest and dividends	2,235
Payment to suppliers	(477,495)
Payment to employees	(355,613)
GST (net)	32,695
Net Cash Flows from Operating Activities	53,141
Investing Activities	
Proceeds from sale of financial assets	23,718
Purchase of property, plant & equipment	(12,652)
Purchase of collection assets	(32,638)
Purchase of investments	(11,914)
Net Cash Flows from Investing Activities	(33,486)
Net Cash Flows	19,655
Cash and Cash Equivalents	
Cash and cash equivalents at beginning of period	153,583
Net change in cash for period	19,655
Cash and cash equivalents at end of period	173,238