

# Lake House Trust

## The Role of a Trustee



## **The Lake House Trust - The Role of a Trustee**

### **The Board:**

Trustees are appointed to serve on the Lake House Trust Board. Lake House Trust is a charitable trust and incorporated board, NZ Charities #CC20256. The Trust Board is responsible for the governance of the Lake House Arts Centre which is situated in three heritage buildings, on leased Auckland Council owned parks and reserves land.

The board meets six weekly and board members will also be expected to participate in one of the five subcommittees of the board, as well as in occasional meetings and events outside of the scheduled board meetings.

### **Lake House Arts Mission:**

The Lake House Trust operates Lake House Arts Centre to provide an accessible heritage facility, where vibrant and diverse community, arts and culture can flourish.

### **Lake House Arts Vision:**

To celebrate, innovate and elevate our diverse arts and culture practices for the benefit of the entire community. To honour the history and heritage of the buildings and community. To provide a sustainable legacy of arts and culture accessible to the whole community.

### **Lake House Arts Values**

The Lake House Trust and Lake House Arts Centre operate with integrity, artistry and manaakitanga.

### **Lake House Arts Strategic Aims:**

- 1) To maintain Lake House Arts heritage buildings while providing modern amenities that are valued by the community.
- 2) To provide innovative Arts and Culture Exhibitions, Education, Events, Activities and Services that appeal to a wide cross-section of our community.
- 3) To maintain and continue to develop a successful and sustainable business model enabling stability, autonomy and independence.
- 4) To continue to grow and expand the base of diverse cultures, visitors, users and stakeholders who are a part of the Lake House Arts family.

### **Lake House Arts Entity Structure:**

The entity is a Charitable Trust, governed by a volunteer Board of Trustees. The Board consists of a Chairperson, Deputy Chairperson and not less than five and not more than seven other Trustees, all of whom are elected at an Annual General Meeting. The Board is supported by five subcommittees developed to address key strategic areas- Fundraising & Growth, Risk, Finance & Audit, Heritage & Maintenance, and Remuneration. The Board appoints an Operations Manager

to manage The Lake House, who in turn is supported by a small team of paid staff and volunteers. The facility acts as an agent for artists, taking a commission on artworks sold. The facility is also hireable for exhibitions, events, meetings and arts/culture experiences. The facility also supports long term studio spaces for resident artists/arts related organisations. Workshops and classes are run by contracted tutors. The Trust offers and maintains a public membership which can be renewed annually. Members include (but are not limited to) individual artists, art lovers, students, families, life members and corporate members.

### **Key Relationships:**

Lake House Trust maintains an ongoing arts delivery contract with Auckland Council annually, and reports to Auckland Council annually. The agreement requires Lake House Arts to meet Toi Whitiki – Goals and Objectives which reflect the Council’s Arts and Culture Strategic Action Plan

See it here - <https://www.aucklandcouncil.govt.nz/plans-projects-policies-reports-bylaws/our-plans-strategies/topic-based-plans-strategies/community-social-development-plans/Pages/toi-whitiki-arts-culture-strategic-action-plan.aspx>

Lake House Trust maintains an ongoing relationship with the Devonport/Takapuna Local Board, who provide funding and support for some Lake House Arts Projects. Lake House Arts report to the Local Board annually and when requested.

Lake House Arts serves the community of Takapuna and the North Shore of Auckland as well as the wider arts sector and attracts visitors from across the Auckland Region. It holds relationships with funding organisations, who support its programmes, activities and events. It also generates funding from the programmes and services it provides such as venue hire, resident artists and arts and culture organisations, art and culture classes and artwork sales. It builds and maintains relationships with key partners in the arts, cultural, business, education and community sectors in order to achieve its objectives.

### **Key Board Member Responsibilities:**

- Contributes to the effective governance of Lake House Arts by maintaining an overview of its operational and financial performance, and ensures it meets its legal requirements.
- Works with other members of the Board to maintain an oversight of Lake House Arts strategic direction and contributes to the development of strategic objectives.
- Supports Lake House Arts to reach its goals through effective networking that may link the organisation to appropriate creative, business and sponsorship opportunities.
- Represents Lake House Arts positively in the wider community, particularly at the political, community and business leadership levels.

### **Key Attributes of Lake House Trust Board Members:**

Board members/trustees offer their time and expertise in a voluntary capacity. Most importantly trustees need to be supportive of the goals of Lake House Arts, understand the basic requirements of good governance, be able to work well with others, and have a

willingness to learn. While it is helpful if trustees have some board experience, preferably in the not-for-profit sector, this is not a prerequisite.

**Collectively, the board needs to have expertise as follows:**

- To think strategically, have the ability to hold the bigger picture, and conceptualise strategies for Lake House Arts to achieve its goals.
- To be familiar with the arts sector and have a commitment to providing arts and cultural opportunities to a diverse community.
- To have an awareness of Auckland's diverse communities, including the varying approaches required to work with Asian, Maori, Pacifica peoples, and Auckland's other many diverse ethnicities.
- To have a high level of business acumen.
- To be willing to use personal and professional networks and relationships in the creative and business sectors to develop and enhance opportunities for Lake House Arts.
- To have a shared commitment to assist with and seek sponsorship of Lake House Arts programmes.
- To possess a level of financial literacy to be able to understand financial reports.
- To have a basic knowledge of local government, council planning and legal frameworks.

While it is not expected that every board member will possess every attribute in equal measure, we want to ensure that the cumulative attributes and skillsets of the board, enable it to maintain a robust coverage of its responsibilities.

Individually, board members need to have the ability to work constructively with others on the board to contribute to team success and possess effective interpersonal and communication skills with which to do so.

**Board Diversity:**

The selection of new board members will also be influenced by our need for the board to reflect diverse ages, cultural experience and gender representation.

**Benefits of Being on the Lake House Trust Board:**

As a board member your skills and experience will be greatly appreciated. For those keen to gain board experience, you will have the opportunity to learn about governance from the experienced trustees on the board. You will be part of a thriving arts community at Lake House Arts, and have the satisfaction of being involved in the development of Auckland's arts and cultural landscape by being part of Lake House Arts achievements. You will enjoy the satisfaction of witnessing members of the community discover their talents and gain strength and confidence from this experience, and know you have contributed to their growth.

**For more information please contact-**  
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