



"nga aho tapu"

**Draft Minutes, NZAIA 2009 Annual General Meeting
5.30 pm Thursday 26th November 2009,
Papamoa Surf Club, Papamoa Beach, Tauranga**

Present

Richard Morgan Chair (Convenor)
James Newell (Secretary/Treasurer)
Carine Andries, Christine Cheyne, Rob Greenaway, Sarah Cotterill, Phil McDermott, Julie Meade
Rose, Harvey Perkins, Marion Read, Judith Roper-Lindsay, Matt Roskruge, Mary Sparrow, Nick
Taylor, Urlwyn Trebilco, Martin Ward

1. Apologies

James Baines, Gerard Fitzgerald, Hamish Rennie

2. Minutes of the 2008 Annual General Meeting.

The minutes were accepted.

Moved: Nick Taylor

Seconded: Julie Meade-Rose

3. Secretary/Treasurer's Report

James Newell tabled and spoke to his attached report for the year (Attachment 1). Fully paid up members stood at 40 with another 18 who are one or two years behind with their subs. Another 48 people are temporary members for the year as a result of participation in the 2008 conference and there are another 23 temporary members related to participation in the 2009 conference. Membership has dropped slightly on the previous year.

The financial statement for the year ended December 2008 was tabled (Attachment 2). A net loss of \$2,195.62 was made for the 2008 year and it is expected that a further net loss will be reported for the 2009 year. The choice of small regional conference venues and constraints on departmental and organisational conference budgets during the 2009 conference will have impacted on registrations - compared to larger registration numbers typically enjoyed in major centres - with the 2007 Auckland conference an example. However, the NZAIA has enough cash reserves to sustain this net cost of annual activities for several years ahead.

The secretary explained that it still hasn't been possible to locate the documentation needed to put the 2006 accounts through for auditing and this is acting as a constraint to this process. To put this into context, the 2006 year enjoyed one of the largest net income gains for any year in NZAIA history on the back of a high level Wellington based conference and sponsorship support. The accounts documentation has been misplaced in the period during which the previous treasurer Melissa Stewart was looking after the administration while terminally ill with cancer. Extensive efforts have been made to locate the missing documentation to no avail. Regenerating partial documentation would be quite a difficult job. Options to manage this were discussed including foregoing an audit on the 2006 accounts.

Moved: Richard Morgan Seconded: Julie Meade Rose

- (1) to accept the secretary/treasurer's report
- (2) move those funds that can be spared from on-call non-interest bearing cheque account into an interest bearing account
- (3) forego an audit on the 2006 accounts and proceed with audits of the subsequent accounts

5. Convenor's Report and Discussion.

The convenor read his report (Attachment 3) and it was discussed. Richard thanked strengthened and extended core group formed at the previous (Nelson) conference for the work of the year, which focussed largely on the 2009 conference organisation and efforts to support regional forums and other activities. Notably efforts were made to support a Pacific impact assessment network activities, but were forestalled by internal funding problems - but hopefully more progress can be made at a later date. Efforts on IAIA activities by NZAIA members were of significance, notably Nick Taylor's role as IAIA president, contributions to IAIA committees and the IAIA conference. Continued dialogue was engaged in with EIANZ.

Richard outlined some of the possible activities for the coming year and these were discussed. One of these is the possibility of a late 2010 Health Impact Assessment Conference to be held at Otago University, Dunedin campus. Ways in which NZAIA could support this were discussed, including whether the 2010 NZAIA meeting should be held as part of the planned HIA conference. Continued effort to collaborate and dialogue with EIANZ were also discussed.

Resolved

- (1) That the incoming NZAIA core group explore ways of supporting and coordinating with the proposed HIA conference
- (2) That the NZAIA continue the dialogue with EIANZ on ways of mutual support and activities.

6. Election of Officers

After some discussion, it was resolved to roll over and continue the current core group including convenor, secretary/treasurer and core group supplemented by those persons at the AGM eligible as members in an extended core group, subject to acceptance of continued participation in the core group by those core group members not present at the AGM.

Convenor

Richard Morgan

Secretary/Treasurer

James Newell

Extended Core Group

James Baines

Christine Cheyne

Stacey Faire

Luke Gowing

Rob Greenaway

Sarah Cotterill

Jennifer Lamm

Julie Meade Rose

Hamish Rennie

Nick Taylor
Anna Wolterbeek

The excellent work carried out by Taylor Baines in adapting and updating the NZAIA web site was acknowledged.

7. Setting of Membership Subs for 2010

It was resolved to retain the ordinary membership fee for 2010 at \$40 (or \$45 if received after the 31st March) and \$20 for students or low income members.

Moved: James Newell Seconded: Richard Morgan

Richard Morgan closed the meeting at about 6.30 pm