

ANNUAL GENERAL MEETING 2020- Draft Minutes

New Zealand Association for Impact Assessment

Monday 7 December 2020, 5pm, Zoom

Present	Richard Morgan (Chair), Rachel Teen (Secretary), Chantal Whitby, Andrew Crosland (Treasurer), Kate McNab, Katherine Russell, Gilly Stewart, Sophal Chhun, , Hamish Rennie, Nick Taylor, Hannah Staines.
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	Welcome – 5:10pm Richard opened the meeting and welcomed everybody to the 2020 AGM and explained the reasons for the AGM and how it would proceed.
1.	Apologies – Dy Jolly, Rajan Ghosh
2.	Confirmation of 2019 AGM Minutes – no changes noted. Richard proposed the 2019 AGM Minutes were a true and accurate record of the meeting. Nick seconded. ALL were in favour.
3.	Chair’s report
	<ul style="list-style-type: none"> • Uploaded onto NZAIA website and Richard verbally highlighted the key points. • Richard proposed his Chair’s report be accepted. Rachel seconded. All in favour.. • Nick Taylor requested a thank you be recorded for Richard’s sterling work as Chair again over the last twelve months.
4.	Secretary’s Report
	<ul style="list-style-type: none"> • Uploaded onto NZAIA website and Rachel verbally highlighted the key points • Richard proposed Rachel’s report be accepted. Gilly seconded this, all in favour.. • Richard formally thanked Rachel, on behalf of the Core Group, for her work over the last two years.
5.	Treasurer’s Report
	<ul style="list-style-type: none"> • Uploaded onto NZAIA website and Andrew Crosland verbally highlighted the key points from the 2019 financial year. • Richard moved Andrew’s report be accepted. Hamish seconded. • Nick noted the difference to accounts by having a larger conference – costs were three times more expensive but income was three times the usual amount as well to create a good surplus. • Richard asked about Term Deposits and Andrew noted the interest rate is now less than inflation rate. But still better in a Term Deposit than trying to invest

	<p>in other ways at present. Motion to accept the report put to the vote, all in favour.</p> <ul style="list-style-type: none"> Richard also noted the Core Group's thanks to Andrew for taking on the Treasurer role and providing a professional approach.
6.	Review of Strategic Plan
	<ul style="list-style-type: none"> Richard reviewed key actions from the strategy workshop and the implementation plan Hamish requested the vision from the day to be recorded Gilly endorsed the strategy day, Richard's leadership and direction and how worthwhile the day was Richard will insert the vision into the summary of key points and circulate.
7.	Constitution of the Core Group
	<ul style="list-style-type: none"> Richard requested whether everyone present at this meeting was available to stay as the Core Group; he will check those not in the meeting: Dy Jolly, Rajan Ghosh, Keith Finlayson and Yvonne Takau. Rachel will cover the last core group meeting in 2020 and she and Richard are available to discuss the Secretary role with anyone who is interested taking it over from Rachel.
8.	Setting membership subscriptions
	<ul style="list-style-type: none"> Richard asked if there were any proposals to change the current subscription rates. Gilly noted that subscription amount should reflect the outputs and benefits of the organisation. She did not want to see an increase in fees at present but if outputs increase into the future then this will likely need reviewing. Nick agreed and that subscription rate remain the same. Richard moved subscriptions should remain the same, Hamish seconded. All were in favour.
9.	2021 Conference
	<ul style="list-style-type: none"> Noting the postponed 2020 conference will now be in April 2021. Nick reiterated that this will be a conference relevant for all Impact Assessment, not just about Social Impact assessment.
10.	General Business
	<ul style="list-style-type: none"> None tabled.
	Meeting ended: 6:07pm