

2023 HiNZ AGM Minutes

DATE: Monday 20th March 2023

VENUE: Online via Zoom

MEMBERS ATTENDING: Lucy Westbrooke, Jen Lin, Carey Campbell, Kath Rawson, Frayne Cooke, John Ashley, Bobbi Laing, Denise Irvine, Mitch Mullooly, Greig Russell, Kevin Ross, Natasha Prendergast, Geoff Sayer, Aaron van der Klip, Susan Binks, Paul Yan, Gillian Robinson, Karen Day

OTHER ATTENDEES: Karen Blake, Nathan Kershaw, Steve Earnshaw, Rosie Dobson, Megan Milmine, Becky George, Tim Corbett, Kylie Williams, Rose Harding and Bron Smith

CHAired BY: Karen Blake

ZOOM FACILITATED BY: Rose Harding (Systems & Project Manager, HiNZ)

MINUTES BY: Bron Smith (Team Support, HiNZ)

MEETING OPEN: 12:00PM

APOLOGIES: Emma Collins, University of Otago

PROXIES: None

ESTABLISHMENT OF QUORUM: Minimum of 20 people required to meet quorum, as stated in constitution. There are 24 voting members in attendance, so we meet the quorum.

Receipt and adoption of the board annual report

Move that the board annual report be accepted as a true and accurate record.

Passed in a majority vote via poll

Yes: 100%

No: 0

Abstain: 0%

Acceptance of minutes from previous AGM

Move that the minutes of previous AGM be accepted as a true and accurate record.

Passed in a majority vote via poll

Yes: 79%

No: 0

Abstain: 21%

Matters arising from previous meeting

None.

Receipt and adoption of annual financial statements for the year ended 31 March 2022

Questions from annual financial statement:

“How do we know that the organisation is in the robust financial position that you say it is?”

Tim Corbett - From a governance point of view, the board operationally knows what's going on and without having the actual figures here we do know that we are very solvent for the coming year. The conference went well and from a governance point of view we have the checks and balances and can assure you that everything is fine.

Karen Blake - At the end of last year when we ran the conference and generated profit from the conference, throughout 2022 there was a period when we were having our books audited on a

monthly basis to ensure that HiNZ was not at any risk of trading while insolvent. The profit and loss before the next AGM will be more likely to what we're used to in previous years. We are not at risk of trading while insolvent and have been very careful around audit processes and established the finance sub-committee so there was robust oversight.

Move that the annual financial statement from accountant be accepted as a true and accurate record.

Passed in a majority vote via poll

Yes: 85%

No: 0

Abstain: 15%

Acceptance of update to Board Entitlements

Karen informed the attendees of the changes to the board entitlements. A few members suggested small changes to the wording and scope.

Move to accept changes to board entitlements.

Passed in a majority vote via poll

Yes: 100%

No: 0%

Abstain: 0%

MEETING CLOSE: 1:00PM