



Draft Minutes of the Annual General Meeting 2021

Date/Time: 7.00pm-8.00pm, Tuesday 6 July 2021

Location: By Zoom webinar

Attendees

National Executive Committee – Heather Lowery-Kappes (President), Paula Rewi (Vice President), Hana Lambert (Treasurer), Paula Stenberg (Secretary), Jennie Miller (Immediate Past President), Yvonne Gaut, Cherie Perrow, Denise Raymond

Membership – Paul Barclay, Melanie Barrett, Gareth Brown, Andrea Bryant, Joanna Budai, Jackie Dean, Jacqui Doogan, Paul Fennessy, Jane Field, Debbie Gray, Gabrielle Greer, Stephen Gully, Lisa Halvorson, Esther Harvey, Gail Higgins, Wendy Holden, Lesley Hooson, Kathy Jones, Rhian Jones, Sylvia Keet, Wendy Keir, Tamsin Kingston, Grant Langley, Raewyn Laurenson, Glenda Lee, Judi Lubetzky, Graeme Mackay, Bhavani Paulraj, Celia Perrot, Mary Pollard, Hilary Scott-Ker, Caroline Sandford, Catherine Shaw, Amanda Smidt, Janette Smith, Lynley Soper, Serena Tiaiti, Alan Taylor, Debbie Thomas, Julie Thomas, Tracy Tipene, Hilary Tompkins, Victoria Swan, Andrew Tui, Claudine Usher, Tony Vincent, Phillipa Wilson, Sam Young

Guest & Returning Officer: Lauren Hughes, National Development Manager

Apologies:

National Executive Committee – Robyn Cannell

Membership – Bev Brooker, Shonagh Britain, Wendy Carey, Isobel Coleman, Michelle Coronno, Jo Cumming, Jo Davies, Paula Davies, Marama Ani Haretuku, Frances Harre, Max Harre, Catherine Mary Hodges, Carol Ann Hughes, Pip Jamieson, Sarah Moyne, Val O'Reilly, Joan Partridge, Marie Paterson, Nigel Philpott, Jennifer Ross, Julie Sames, Mark Sames, Jimileen Tamaki, Janet Tuck, Muriel Willem, Astrid van Holten, Grant Verhoeven,

Documents tabled (online):

[Approval of previous minutes - AGM 2020](#)

[Approval of previous minutes - SGM 2021](#)

[Annual Report](#)

[Financial Report](#)

[Voting Pack - Remits](#)

Meeting Commenced at 7.00pm

Welcome & Karakia

Heather Lowery-Kappes greeted guests and invited Hana Lambert to open the meeting with a karakia.

Introductions

Heather Lowery-Kappes welcomed those in attendance and panel member introduced themselves. The panel consisted of the National Executive Committee and National Development Manager.

CDANZ Waiata

The recording of Teriu Lemon signing the CDANZ Waiata played while panel and attendees were invited to sign along in their homes.

Housekeeping

Paula Stenberg went over the meeting housekeeping including meeting communication protocols. Members were advised that the AGM was being recorded.

Establishment of Quorum

A quorum of 5% of voting members (15) is required. There were 55 participants in the meeting so Paula Stenberg provisionally declared that a quorum was established.

Register of Attendance & Apologies

Paula Stenberg advised that the record of attendance will be reported via Zoom. She then read the apologies received in advance via Survey Monkey and invited people to add any further apologies via the Chat.

Approval of Previous Minutes

The Minutes of the CDANZ Annual General Meeting 2020 were moved by Paula Stenberg and seconded by Sam Young

The Minutes of the CDANZ Special General Meeting 2020 were moved by Paula Stenberg and seconded by Lisa Halvorson

Annual Report & Financial Report

Heather Lowery-Kappes offered an overview of the Annual Report and answered any questions arising via the chat.

The Annual Report was moved by Heather Lowery-Kappes and seconded by Raewyn Laurenson.

Hana-Maree Lambert presented the Financial Report including:

- P&L comparisons FY20 & FY21
- Current Bank Balances
- Budget for FY22

Hana answered any questions arising via the chat.

The Financial Report was moved by Hana-Maree Lambert and seconded by Jane Field.

Remits and How to Vote

Paula Stenberg introduced Lauren Hughes as the Returning Officer. She then explained how the voting process would work, clarified who is an eligible voter and explained that in order for a remit to be passed it required 2/3 (66.66%) of eligible voted to be in the affirmative,

Lauren declared that she was aware of 25 Advance Votes which she would read alongside the published live poll results. By combining these two she would declare a provisional result for each of the three remits. The provisional results will be verified by Lauren Hughes and Koa Saxby operating as a Scrutineer the following day after they have adjusted for any ineligible or duplicate votes.

Remit 1. Amend the post-nominals for Full Members from FMCDANZ to MCDANZ

Paula Stenberg read the voting proposition and rationale for this Remit.

No questions were raised by membership prior to the vote.

The provisional results were:

Yes - 75 (25 Advance and 50 Live Poll) – provisionally passed with 100% support

No - 0 (0 Advance and 0 Live Poll)

Abstain - 2 (2 Advance and 0 Live Poll)

Both Lauren Hughes and Paula Stenberg declared the remit, provisionally passed.

Remit 2. Reduce timeframe by one month, from effectively four months to three, for notifying and lapsing an overdue membership

Paula Stenberg read the voting proposition and rationale for this Remit.

No questions were raised by membership prior to the vote.

The provisional results were:

Yes - 67 (18 Advance and 49 Live Poll) - provisionally passed with 89% support

No - 7 (6 Advance and 1 Live Poll)

Abstain – 1 (1 Advance and 0 Live Poll)

Both Lauren Hughes and Paula Stenberg declared the remit, provisionally passed.

Remit 3. Ability to rejoin and resume membership type to reduce from five years to three years after 6 July 2021.

Paula Stenberg read the voting proposition and rationale for this Remit.

No questions were raised by membership prior to the vote.

The provisional results were:

Yes - 68 (23 Advance and 45 Live Poll) – provisionally passed with 90% support

No - 5 (2 Advance and 3 Live Poll)

Abstain - 2 (0 Advance and 2 Live Poll)

Both Lauren Hughes and Paula Stenberg declared the remit, provisionally passed.

General Business

A member asked when the next National Conference would be held and Heather Lowery-Kappes explained that CDANZ is exploring the possibility of collaborating with CDAA to deliver conferences in alternate years. CDAA have dates scheduled for 2022.

Celebrations and Changes to the Executive

Heather Lowery-Kappes thanked everyone who serves CDANZ including the Membership Committee, Evaluation Team, Māori and Pacific Career Practitioners Network, Branch Committees, staff Koa Saxby, Lauren Hughes, the Admit Team and the National Executive Committee.

Jennie Miller was farewelled from the National Executive Committee having completed her maximum term of six years including roles of Secretary, Treasurer and President. She was thanked for her exceptional service.

Paula Stenberg was farewelled from the National Executive Committee having served for one year as Secretary. She was thanked for her contribution, especially in a year with two General Meetings.

Paula Rewi will remain on the National Executive Committee but will step down as Vice President. Cherie Perrow will take on the role of Vice President.

National Executive Members encouraged members to consider serving on the National Executive Committee. It is a rewarding role and we are always keen to hear from members interested to learn more. Please contact the President.

Closing

Panel read the closing karakia

Meeting Commenced at 8.10pm

Postscript

The Verified Votes were released to members via the CDANZ e-newsletter update on 8/7/2021. They were:

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