

**Minutes of the Annual General Meeting of the Motor Neurone Disease Association of New Zealand Incorporated held on October 27<sup>th</sup> 2018 at Yarnton House, 14 Erson Avenue, Royal Oak, Auckland.**

The meeting was preceded by presentations from Massey University junior research officer Grace Chen entitled, "Occupation and Motor Neurone Disease", and MND Registry Curator Kerry Walker entitled "The MND NZ Registry – one year on".

The David Oliver Beacon Award 2018 (the theme being 'Working as a team') went to the New Zealand MND Registry team, Curator Kerry Walker accepting the award on their behalf.

The AGM **commenced at 3.05pm.**

**Present**

Beth Watson (President), Lucy Haberfield (Secretary/Treasurer), Anna Chalmers, Greg Horton, Helen Palmer, Sharon Mannion, Bev Forrest, Marcus Gerbich, Chinan Abdulla Mohamed, Warren Shaw, Dawn Bueno, Kristine Sims

**In attendance**

Carl Sunderland, Toni Foster, Hayley Watkinson, Kate Dalders, Grace Chen, Kerry Walker, Jayne McLean, Emma Scotter, Sally King, Linda Oliver, John Forrest, Naleema Ebrahim, Murray Mannion, Catherine Gerbich

**1. Welcome & Apologies**

Beth welcomed people to the meeting.

**Apologies**

Fiona Hewerdine, Andrew Pardoe-Burnett, Steve Green, Tony Treloar, Lawry Bassett, Reima Casey, Judy Chrystall, Anthony Currie, Pat Darby, Paul Fitzwilliam, Charles Fletcher, Brian Gibling, Ken Heard, Gerard Hill, Stephen Jukes, James Lloyd, Anna McGeorge, Stephanie McKee, Jodie O'Doherty, Alice Robertson, Richard Ryan, Nedra Shand, David Waugh, Joan Williams.

Moved: Beth Watson      Sustained by room.

**2. Minutes of the 2017 Annual General Meeting**

Agreed that they are a true and correct record of the meeting.

Moved: Anna Chalmers      Seconded: Helen Palmer

No matters arising.

### 3. Presentation of the Annual Report 2017-18 from National Council

Beth spoke to her report set out on page 3 of the annual report booklet.

The report was **accepted**.

Moved: Beth Watson      Seconded: Lucy Haberfield

Beth thanked the MND New Zealand staff, Council members, volunteers and stakeholders for their support over a busy and successful year.

### 4. Presentation of Annual Accounts and Audit Report 2017-18

Lucy presented the annual accounts, speaking to her report from p13 of the annual report booklet.

The accounts were **approved**.

Moved: Lucy Haberfield      Seconded: Beth Watson

Lucy thanked the accountant Jamie Nicholas from GoFi8ure and the National Office team for their great work on this year's accounts and audit. Lucy also stated that even though the MND New Zealand accounts are healthy, we need to continue to fundraise in order to provide a sustainable service to the MND community.

### 5. Presentation of Budget 2018-19 for approval and setting of subscription levy

Lucy presented the budget 2018-19.

#### Summary

- Surplus Budgeted of \$100K
- Revenue increase from last year of 10%
- Expenses increase from last year of 15%
- Cash and Investments budgeted to be \$1.15M

#### Assumptions

- Similar access to grants
- Operating costs slightly increase to reflect greater stakeholder engagement and full year of staff costs. Should result in increase in revenue over time
- Staff numbers to remain stable
- Walk to be main source of fundraising revenue

The budget was **approved**.

Moved: Lucy Haberfield      Seconded: Beth Watson

The **Subscription Levy** for the 2018-19 year was set at \$0.

## 6. Presentation of Business Plan 2018-19

Lucy presented the business plan 2018-19 highlighting the continuing work on stakeholder engagement, fundraising strategy and research strategy development, as well as results of the 2018 MND Community Survey helping to set our future direction over the next 3-5 years. Lucy also discussed period of significant change the organisation has been through, which is coming to a conclusion after some key staff appointments and positive developments in operational processes.

## 7. Officers & Members of National Council

Beth confirmed to the meeting

- that the number of nominations for vacant Council roles did not exceed in the number of vacancies on Council and so no elections needed to be held.
- that she was stepping aside as President and warmly welcomed Lucy to the role. She recognized the contribution of Vice-President Andrew Pardoe-Burnett who is stepping down and welcomed Anna Chalmers to the role.

Beth advised the meeting

- that in the absence of a nomination for Secretary/Treasurer, she was delighted to announce that Council had co-opted Greg Horton, Councillor, to the role.
- that she had great pleasure in welcoming Jodie O'Doherty to the Council.

## 8. Endorse the Council's appointment of Auditor

The meeting endorsed Integrity Audit as the audit firm for the coming year.

## 9. Confirmation of Honorary positions

The following Honorary positions were **carried by acclamation**.

**Patron** - The Hon. Ruth Dyson

**Honorary Medical Patron** – Sir Richard Faull

**Honorary Medical Adviser** - Dr Andrew Chancellor

**Honorary Solicitor** - Scott Moran

## 10. Confirmation of proposed Constitutional changes

Beth Watson summarised the changes made to the Constitution including the closure of the branches and an overall modernisation of the document.

The changes were **accepted**.

Moved: Greg Horton      Seconded: Anna Chalmers

## 11. General Business

Lucy thanked Beth for her work for the Association and her leadership over the last 6 years and presented with flowers.

Beth thanked everyone for their attendance, invited people to stay to share refreshments and declared the meeting **closed at 3.45pm.**

These minutes are a true and correct representation of the meeting.

Signed:

A handwritten signature in black ink, appearing to be 'L. J.' or similar, written over a horizontal line.

Date:

2/11/2019