

BUILDING OFFICIALS INSTITUTE OF NEW ZEALAND

MINUTES OF ANNUAL GENERAL MEETING HELD IN THE LOWER NZI, AOTEA CENTRE, THE EDGE®, AUCKLAND MONDAY 11 APRIL 2011 AT 4.00 PM

PRESENT:

Malcolm Gale	Russell Shaw	Trevor Burkett
Dave Waetford	Mark Ulrich	Corrine Hamlin
Paul Tomlinson	Quinton Dagger	Colin Clench
Barry Chapman	Dennis Morgan	Dave Hall
Dave Currie	Bradley Byrne	Bill Leslie
Tyrone Hansford	Darryl Kemp	David Galvin
Stuart Jobe	Clive Megson	Vaughan Bennett
Darryn Cosford	Kevin O'Connor	Neil McLeod
Brian Jacobson	Murray Kennedy	Joe Fitzsimmons
Robin Bradshaw	Russell Patterson	Gus Clark
Rose McLaughlin	Dick Marryatt	Gerard Van Veen
Christine Watkinson	Bill Massey	John Carter
Peter Fourie	John Watson	Bill East
Arti Latchmannama	Chris Cashen	Marie Joubert
Jason Reece	Paul Ranson	Maurice Murfitt
Kevin Duthie	Kevin Jenkins	Mark Fitzpatrick
Stu Chapman	Mark Sowry	Phillip Robinson
John Drysdale-Smith	Carl Davies	Murray Usmar
Brenda McIndoe	Ali Dahroug	Shane Taane
Denise Sutherland	Seznana Davodic-Serafin	Leigh Sage
Karen Fitzpatrick	Derek Staines	Geoff Mitchell
Neil Eade	Tony Conder	Rosemary Killip
Chris Van den Bosch	Timothy Ball	Tony Masemann
Gary Nicol	Clive Leslie	Ross Ireland
David Hutt	John Needham	Nigel Griffiths
David Donaldson	Paddy Kilbride	Ted Jones
Peter van der Zee	Richard Toner	Paul Vernon
Keith Ryland	Kevin Creagh	Prasad Elangasinghe
Owen Smith	Kim Loughnan	Samaradiwakara Babarenda
Craig Ralston	Trevor Deed	Gamage
Alan Rich	Lorraine McKay	Ivan McLellan
Maurice Hinton	Russell Wall	Apeksha Shah
Alastair Couper	Murray Winmill	Ewan Higham
Geoffrey Stevenson	Grant Hyde	Morris Jones
Derek Collins	Mike Farrell	Phil Roberts
Dirk de Jong	Warren Godfrey	Carl van Hoppe

Colin Pullan
John Hudson
Chris Martul
Parvez Haider
Norton Xi
Buddy Martinez
Maria Salunga
David Rudolfo
Ian Murray
Michael McCartney
Peter Laurensen

Jim Barnes
Gary Higham
Murray Kidd
Rangi Johnson
Kevin Healey
Steve King
Derek Thorley
John Laurence
Sel Pankhurst
Inver Hinz

Steve Hotten
Mike Anticich
Graham Hunt
Malcolm MacMillan
Dayle Merson
Steve Alexander
Murray Cuming
Timothy Bijl
Roger Wale
Tony Kellerman
Peter Gerraghty

WELCOME:

The meeting opened at 4.00pm.

The President, Phil Saunders, welcomed members of the Building Officials Institute of New Zealand to the Annual General Meeting for 2011 and also introduced the Board members in attendance.

APOLOGIES:

Steven Kueh
Ronald Bate
Vanessa Beavon
Dante Quinanola
Brian Wilson
Rosa Hemstra
Shelly Lange
Jenny Lilley
Jeffrey Gordon
Shaun Edwards
Tim Bowyer
Todd Boyd
Chris Westwood
Dave Gemmell
Peter Robertson
Daryl Fortuin
Carl Greening
Dave Thompson
David Norton
Bashir Ahmed
Graham Erikson
Ray Dawson
Warren Taylor
Paul Jones

Stu Geddes
Des Barnes
Stan Brandish
Laurence Anstis
Barry Holsted
Simon Tonkin
Bill Irvine
Katharine Riley
John Roberts
Greg Paterson
Ben Healy
John Clark
Terry Sparks
Pieter Le Roes
David Curl
Jason Batt
Graeme Whitefield
John Durand
Malcolm Cryer
Phil Carr
Sarah Smith

Phillippa Elgin
Brian Oldham
David Hutt
Steve Carrington
Jason Dean
Russell Simson
Paul Hodson
Jill Ryan
Kevin Roberts
John Arthur
Steve Walders
Alan Gaskell
Robert Herbert
Barry Bone
Jim Barnes
Eddie Newman
Warren Godfrey
Richard Knudsen
Tony Judd
John Haddow
Ray Arvidson
David Crawford

- Members support for the Institute is not only critical for the Institute at this crucial stage, but the support the Institute will play in your individual success through the upcoming changes will be equally as important to individuals careers

CHIEF EXECUTIVE'S REPORT:

The Chief Executive's Report was made available in the AGM Papers. Mr Hill summarised his report as follows:

- Acknowledged this was his first Annual Report for the Institute and thanked the many stakeholders from Government and Industry who had offered support since assuming the role
- Advised the Institute had not been in good health in terms of relationships, work programmes, and financially when he arrived.
- No point in dwelling on the past, the Institute and its members needed to look to the future
- The last six months had been about getting back to basics ensuring the Institute is seen as professional, credible, successful and captivating.
- The work programme has and will continue to focus on Information to members, building our training capability, providing products and services to achieve economies of scale for members, advocating on behalf of members ensuring the members position is heard and delivers better building quality, and lifting the brand of the Institute so it is seen as credible to all who deal with it.
- The Notices of Motion were designed to guarantee the future of the Institute and deliver members a higher level of support allowing individuals to manage their careers and aspirations through what is likely to be significant industry change. The development of the Diploma courses was crucial and member support vital
- Members had a bright future, which rested on the need to train appropriately
- The support for the February 2011 Earthquake in Christchurch nothing short of exceptional and members exhibited a truly professional response, - congratulations for a job well done

Motion: That the President's and Chief Executive's report be accepted.

Moved: Phil Saunders Seconded: Derek Staines Carried

FINANCIAL REPORT AND AUDITED ANNUAL ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2010:

Nick Hill addressed the meeting explaining relevant points within the Annual accounts.

Richard Toner acknowledged the Chief Executive's clear explanations regarding the accounts and the transparency of the new management.

Nick Hill explained the new makeup of the Audit Committee and introduced the Auditor, Mr Trevor Deeds to the meeting.

Motion: That the audited accounts for the financial year ended 31 December 2010 be accepted.

Moved Phil Saunders Seconded Neil Mcleod Carried

APPOINTMENT OF AUDITOR:

Motion: That DELOITTE (Wellington), auditor and member of the New Zealand Institute of Chartered Accountants, be appointed as auditor for the 2011 financial year.

Moved Phil Saunders

Seconded Phil Roberts

Carried

SCRUTINEERS:

Motion: That Richard Toner, Tyrone Hansford, and Paddy Kilbride be duly appointed as Scrutineers for the Notices of Motions for the 2011 AGM.

Moved Phil Saunders

Seconded Peter Laurenson

Carried

PROXY VOTES:

Phil Saunders advised that a good number of Proxy Votes had been received prior to the close off deadline, and that those nominees to whom Proxy Votes had been assigned had been allocated the respective number of votes in the form of a numbered yellow card reflecting their proxy allocation.

NOTICES OF MOTIONS:

The President spoke briefly to the Notices of Motions regarding the levy (recapitalization) and the fee increase on behalf of the Board of the Institute, advising that both the future of the Institute and the necessary support for members through the upcoming period of legislative change and the requirements this would bring to members was the basis of these motions. The Board endorsed both Motion # 1 and Motion # 2 in tandem. A decision to default on one or the other would cause the Institute to struggle.

Phil Saunders then read out both motions relating to the recapitalization of the Institute and the membership fee increase.

After a brief discussion Mr Norm Barton, the Institutes Vice President assumed the chair for the Notice of Motions process.

RECAPITALISATION OF BOINZ

There was a discussion around the relevance of the levy amount, the negative equity amount in the accounts it was targeting to save the Institute, the importance of the Institute in ensuring and securing the future of Building Officials, and the relevance of the new joining fee, being the equivalent amount of the levy should members choose to resign then subsequently rejoin.

Comment was made to the importance of the Institute to BCA's and the fact that in the extraordinary times we now find this sector, the direct and indirect value the Institute brings to BCA's through the development of staff, co-ordination of sector needs and responses in times of crisis should be brought to the attention of BCA management.

A discussion then focused on the inclusion of Life and Honorary members in the motion. An amendment was then proposed to exclude the Honorary and Life members from the levy. The amendment was subsequently defeated.

In terms of budget focus the members were advised the 2011 year would have an emphasis on training development in the CPD and Diploma areas, branch support, advocacy and relationship building to enhance the reputation of the Institute.

Name: The President of the Institute, Mr Phil Saunders on behalf of the Board and seconded by Mr Bill Irvine.

Moves the following motion:- Recapitalise BOINZ through a one off membership levy of \$150.00 exclusive GST payable by each member, including Life and Honorary members, effective 1 May 2011.

Moved Phil Saunders

Seconded Bill Irvine

Carried

MEMBERSHIP FEES INCREASE FOR 2012

The relevance of strengthening the Institute and give it the ability to drive value for the members was expressed. The proposed fees were seen as being at the lower end of the professional fee spectrum in New Zealand, and it was recognised the Diploma development would need ongoing financial support to succeed over the next 3 years.

Name: The President of the Institute Mr Phil Saunders on behalf of the Board and seconded by Mr Stu Geddes.

Move the following motion: Membership Fees increase for 2012.

That the individual membership fee be increased, as at the 1st January 2012, from \$250.00 (inclusive GST) to \$350.00 (exclusive GST), and that all membership fees be aligned to single renewal date being the 1st January of each year. Members with fees carrying over from the 2011 year subscription will have their 2012 subscription pro – rata'd to reflect any 2011 payment. This increase will be fixed for two years and will be reviewed again at the 2013 AGM for 2014.

Moved Phil Saunders

Seconded Stu Geddes

Carried

Vice President Norm Barton handed the chair back to the President Phil Saunders

The President Phil Saunders then acknowledged the support of all those present at the AGM for the vision and the trust they put in their association. It was never an easy ask to go to the market for funding and more difficult in times that we currently find ourselves. But the reality is the sector is about to see significant demand for our skills as we come out of recession and rebuild Christchurch and neutralise the weather tight issues. The Institute through its relationships is best placed to lead this charge and deliver the skills and knowledge to achieve this at minimal cost.

The President then encouraged all present to ensure those who didn't attend the AGM and the conference to understand the wider significance of what the institute was trying to achieve, not only for the membership but also for all industry stakeholders.

2011/2012 BRANCH CHAIRS AND SECRETARIES:

Phil Saunders acknowledged the work of the Branch Chairs and Secretaries as listed below:

Northland Branch

Tyrone Hansford (Chair)

David Currie (Secretary)

East Coast Branch

Laurence Anstis (Chair)

Gerard Van Veen (Secretary)

Nelson Marlborough Branch

Phil Roberts (Chair)

David Curl (Secretary)

Auckland Branch

Paul Vernon (Chair)

Quentin Dagger (Secretary)

Central Branch

Jason Batt (Chair)

Graeme Whitefield (Secretary)

Canterbury/Westland Branch

Richard Gant (Chair)

Karen FitzPatrick (Secretary)

Waikato/BoP Branch

Arthur Coffey (Chair)

Alister Arcus (Secretary)

Wellington Branch

Colin Clench (Chair)

Murray Usmar (Secretary)

Southern Branch

Paddy Kilbride (Chair)

Barry Holsted (Secretary)

IN RECOGNITION OF SERVICE:

Phil Saunders also acknowledged and thanked the following members for their time as Branch Chairs and Secretaries over the last term.

Northland Branch

Peter Martin (Chair)

David Waetford (Secretary)

Central Branch

Geoff Cockery (Chair)

Chris Henry (Secretary)

Southern Branch

Neil McLeod (Chair)

Chris Randell (Secretary)

Phil Saunders asked all members present to show their appreciation for the sterling work these executive officers have done and will continue to do on behalf of the membership.

GENERAL BUSINESS:

- Rangi Johnson suggested the online forum section of the website could achieve a level of improved user friendliness. The President indicated this would be included on the agenda of the next Board meeting.
- Paul Vernon raised an issue of life memberships in relation to Auckland Branch

There being no more general Business the President Phil Saunders closed the Annual General Meeting at 5.35 pm.