



NZ Chapter AGM

By Videoconferencing (Zoom)

5:30pm 13 August 2020

DRAFT MINUTES

Meeting commenced at 5:30pm.

Chaired by: Kevin Tearney

Minutes by: Kirsty Austin

1. Attendance

Attending:

Alison Davis, David Whitty, Dianne Buchan, Graham Mahuika, Ian Boothroyd, Judith Roper-Lindsay, Kate McNab, Kevin Tearney, Kirsty Austin, Hamish Lowe, Mark Bellingham, Mei Yan Pauline Poon, Sarah McLaren, Shannen Barns

Kevin Tearney opened the AGM, welcomed members and continued with the AGM proceedings.

Apologies:

Fred Overmars, Isobel Oldfield, Steph Brown, Keith Calder

2. Confirmation of previous minutes

Draft minutes from the 2019 AGM were presented by Kevin Tearney:

<https://www.dropbox.com/s/muss8zl1qw39h30/EIANZ%202019%20AGM%20Draft%20Minutes%20for%20Approval.docx?dl=0>

Two amendments were requested to correct the spelling of 'Judith Roper-Lindsay' and 'Geoff Meadows'.

Motion to accept the minutes from the 2019 EIANZ NZ Chapter AGM are a true and accurate record: Ian Boothroyd (moved) / Judith Roper-Lindsay (seconded); **Passed**.

It was agreed that matters arising would be covered later in the meeting.



3. President Report 2019 - 2020

Kevin Tearney spoke to his report that was circulated prior to the AGM.

Main points recorded:

- Kevin is not seeking re-election as President, but will remain active. It is an important time to stay active with large scale changes to the RMA.
- Kevin thanked the Executive Committee and Maia Bellingham (administrator) for their support. He noted the new members to the Executive and others filling active roles over the last term (Ian Boothroyd, Sarah Smith, Shannen Barnes)
- The Executive Committee is looking at expanding the administrative role in the future
- Kevin thanked Ian Boothroyd (Boffa Miskell) for hosting the annual Executive Committee face-to-face meeting at Boffa Miskell's office. It is a useful opportunity to plan for the coming year. The focus this year was on how we bring value to our members, particularly via events and branch support. A draft budget was presented by Alison Davis (Treasurer) which the Executive Committee will sign off later in the year. Mark Bellingham is developing a webinar series with professional filming. Mark indicated that the series will be funded by earnings generated from past events, which we can now use to feed back to members, CEnvP colleagues and others within the environmental profession. Dianne Buchan asked for an opportunity to liaise with Mark on any indigenous engagement webinars because an EIANZ working group is developing Institute-wide webinars, including one specifically on Māori engagement.
- Stepping Up is going from strength-to-strength with five extremely good editions under Sarah Smith and Keith Calder's stewardship. Sarah would like to include 'letters to editors' and encourages members to send comments and observations to her.
- There have been many branch events, especially at the end of 2019. Milestones include the Top of the South branch which hosted its third event after recently being established, although unfortunately Fleur Tiernan is stepping down as branch coordinator. There is now a good reach across the country, with five branches operating. Isobel Oldfield has agreed to take on national co-ordinator role.
- The SEC has achieved a lot over the year with mentoring events, skills training and other professional development events. This is an important component to ensure longevity of the Institute. Thank you to Shannen Barnes.
- Kevin thanked Dianne Buchan for the huge amount of work she continues to do, despite no longer being involved at the Board level. Congratulations to Isobel Oldfield for taking over the VP role from Dianne and making time to be national branch co-ordinator.
- We continue to be active with submissions on national legislation and policy. Indigenous Biodiversity was an important one for us this year.
- The NZ Symposium (23 and 24 September) is now being held via Zoom because of COVID-19. Thank you to Dianne Buchan, Kate McNab and others on the organising committee.
- We continue to be involved in the NGO meeting as an important way to keep abreast of the Labour caucus thinking, as well as the thinking of other NGOs.
- Membership numbers are similar to last year. Kevin referred to the graphic on back of agenda which Kirsty Austin presented at the Executive Committee face-to-face. The Executive Committee would like greater representation from central and local government.



- The Executive Committee is looking to establish two new branches based in Hamilton and the Lower South Island

Comments:

- Dianne Buchan acknowledged that Ian Boothroyd was recently made a Fellow of the Institute.

Motion to accept the President's Report: Dianne Buchan (moved) / Judith Roper- Lindsay (seconded); **Passed**.

4. Treasurer's report

Alison Davis spoke to her report.

Main points recorded:

- Our equity is building up because we are not spending as much as we probably should on services for our members. This was a focus a session at the Executive Committee's face-to-face.
- We are in a good financial position. However, the Board has signalled that it may take a larger membership share, for example, because of the additional services that Central Office is providing (such as financial administration). We will need to consider this and how we could be spending money on high quality services for our members.
- Kevin Tearney and Alison Davis recently met with Central Office's financial officer (Terry Abel) to clarify some matters. All our accounts are now on Xero which makes the financial administration easier. Alison noted we are receiving a good service from Terry Abel.
- We do not need to register for GST as our earning are under the \$60,000 threshold
- The Executive Committee is intending to look into our income tax obligations at the next meetings when more information is available.
- Our term deposits are all coming to maturity in the next month, and Alison recommends we consolidate them at that stage. **Action: Alison** to bring this proposal to the Executive Committee at the next meeting.
- We have changed our auditors. The audited accounts will be circulated to members and ready for EIANZ AGM in October / November. **Action: Alison** to circulate audited accounts when available.
- Central Office (Terry Abel) will assist us in tracking expenditure for individual branches.
- Dianne Buchan requested that the incoming Executive Committee consider how we could encourage indigenous practitioners to attend and participate at the next EIANZ conference. We could do that by paying some Māori practitioners to attend the conference (on the basis they also submit a paper to present at the conference) and to establish a mechanism to engage with each other. **Action: Executive Committee** to look at this when confirming the budget.

Motion to accept the Treasurer's report: Ian Boothroyd (moved) subject to the auditor's report when available / Kirsty Austin (seconded); **Passed**. **Action – circulate auditors report**



5. Election of officers

Kevin Tearney noted that nominations were received as follows:

- President Mark Bellingham (by Ian Boothroyd)
- Vice President: Ian Boothroyd (by Justine Quinn and Kirsty Austin)

All other members of the Executive indicated they would remain on it.

Kevin called for additional nominations from the floor: Shannen Barnes (Committee member representing SEC interests).

Dianne Buchan **MOVED** that the election of the EIANZ NZ Chapter Executive Committee is:

- President Mark Bellingham
- Vice President: Ian Boothroyd
- Secretary: Kirsty Austin
- Treasurer: Alison Davis
- Committee: Isobel Oldfield
- Committee: Keith Calder
- Committee: Kevin Tearney
- Committee: Shannen Barnes

CARRIED

On behalf of the Executive Committee, Kirsty thanked Kevin for his years as President and involvement at all levels, and for Sarah Smith's contribution to the Executive and editor of Stepping Up over the past year.

6. General business

Accreditation and Nominations Scheme

Sarah McLaren provided an update on the Accreditation and Nominations Scheme. Sarah is a representative on the Board of the Scheme.

Sarah noted that the Board is not particularly active at the moment. Griffith University (Australia) was the first to become accredited. The next application was received from the University of Otago who applied for accreditation of its Bachelors and Masters in Environmental Management, and this is still being evaluated. It took a long time to put the panel together and identify the academic chair (an Australian academic was appointed as chair because no-one from New Zealand was sourced) and then New Zealand went into lockdown. Two more New Zealand universities have indicated interest. Di Buchan noted that it would be ideal if Otago and Canterbury Universities became accredited this year.

Other

Kevin Tearney thanked everyone for attending the 2020 AGM and their contribution to the NZ Chapter over the past year.

The meeting was closed by Kevin Tearney at 6:35 pm.