



## New Zealand Rehabilitation Association Annual General Meeting

MEETING DETAILS	
Meeting title	2019 AGM
Date and time	03/05/2018, 12:30pm
Venue	ASSBI/NZRA conference, Room 3, Shed 6, Wellington, New Zealand
Minute taker	Jo Nunnerley

MEMBERSHIP	
Present	In person: Nic Kayes, Debbie Snell, Annie Jones, Max Cavit, Duncan Babbage, William Levack, Rachele Martin, Jo Nunnerley, Felicity Bright, Christine Cummins, Tony, Young, Jurriaan de Groot, Suzie Mudge, Johnny Bourke, Jean Hay Smith, Leanne Parker, Dryden Badenoch Via Zoom: Greta Smith, Christine Howard-Brown, Christine Allan
Apologies	Kath McPherson ,Peter Larmear, Will Taylor,

No.	Item	Discussion/Action	Action date
1.	Welcome	Nic Kayes welcomed attendees who were at the conference and attending via Zoom. Reminded attendees that previous 2018 meeting did not achieve quorum so 2018 financials will be presented and approved today	
2.	Previous minutes from 2018	Approved as true and correct by Debbie Snell Seconded by Max Cavit Key points president term to expire in 2019.	
3.	Presidents Report by Nicola Kayes	Approved as true and correct by Nicola Kayes Seconded by William Levack Not much to update as only short time since last meeting. Highlighted the communication role to commence based at BAIL - will raise awareness of NZRA and to keep web and social media update – to detailed later in meeting, conference and activities some achievements of NZRA. Will have best poster	

No.	Item	Discussion/Action	Action date
		<p>and student award at this conference and announce Early Researcher Summer Scholarship awards. Also, to look at an a clinical and research award in non-conference year.</p> <p>Welcomed everyone to attend a breakfast meeting at 7:30am Saturday morning for extend discussion</p>	
4.	Treasurer's Report by Debbie Snell (circulated with agenda)	<p>Read by Debbie Snell.</p> <p>2017-2018 financials already lodged with charities but not approved at last meeting as no quorum. 2018-2019 presented but not finalised by accountant yet.</p> <p>Approved as true and correct by Nic Kayes</p> <p>Seconded by Suzie Mudge</p> <p>Tier 4 reporting for charities that report was circulated with agenda</p> <p>Key point. Loss made at last conference.</p> <p>Noted that no membership fees in year ending 2018 or 19. These will come through in 2020 financial year now web payment has been activated.</p> <p>Any profits from the 2019 conference will be split with ASSBI receiving 70% and NZRA 30%. This is because ASSBI provided seeding funds.</p>	
5.	<p>Election of Officers: positions available are:</p> <ul style="list-style-type: none"> <li>a. Chairperson</li> <li>b. Secretary</li> </ul> <p>Committee member(s)</p>	<p>Standing down</p> <p>Nic Kayes President – staying on executive in previous past president role</p> <p>Jo Nunnerley standing down as secretary remaining on executive</p> <p>Kath McPherson - standing down – end of term</p> <p>Will Taylor - standing down – end of term</p> <p>Max Cavit, - standing down – end of term</p> <p>Remaining on Executive</p> <p>Debbie Snell Treasurer</p> <p>Rachelle Martin committee member</p> <p>Peter Larmer committee member</p> <p>William Levacks contribution to NZRA to the website maintenance, development of membership system and blogs were acknowledged. (though not an Executive member)</p> <p>President</p> <p>Nic Kayes was thanked and acknowledged for her contribution to NZRA in her term as president</p> <p><b>Election of officers</b></p> <p>William Levack nominated by Nic Kayes seconded Debbie Snell no other nominations - passed</p>	<p>NZRA to start conflict of register, /write policy for this</p> <p>Look at diversity of executive</p>

No.	Item	Discussion/Action	Action date
		<p>unanimously.</p> <p>Nominated to executive All presented background and reasons for joining executive.</p> <p>Leeanne parker nominated by Debbie Snell – Leanne is a rehab consultant working for a community provider. She has worked previously with SCI and brain injury. She brings links to AFRM and rehabiltiaon medicine.</p> <p>Annie Jones self-nominated – Annie is a Physio and Clinical Partner with ACC. Has worked at ACC for 5 years previously worked at Burwood Hospital with experience in SCI, TBI and Orthopaedic rehabilitation and pain management. She brings a link to ACC.</p> <p>Felicity bright nominated by Nic Felicity is a SLT. She works at AUT She is also on the SLT board and brings links with other allied health boards.</p> <p>Tanya Harris nominated by Max but not able to accept nomination –Tanya is a rehabilitation physician will follow up with Tanya.</p> <p>All unanimously voted on to committee</p> <p>Secretary Felicity bright self-nominated – passed unanimously</p> <p><b>Comments</b></p> <p>Noted that NZRA does not have a policy for conflict of interest.</p> <p>NZRA to start register ad write policy for this</p> <p>Discussed starting vice president role and treasurer in-waiting post for consistency and future planning</p> <p>There was concern expressed re: the lack of diversity in the executive with a lack of cultural diversity, no consumer representation, and a gap in terms of representation from the disability sector. These are all things we are mindful of and there was a general consensus that this is something we need to explicitly consider, and look for opportunities to potentially co-opt people onto the executive in the future.</p>	
.	Matters arising	Nil	
6.	General business	<p>Max Cavit proposed a motion:</p> <p>That the NZRA urgently agree an ambitious and meaningful strategic plan that matches the ideals in the Constitution and which defines its scope and key objectives for the coming year. The NZRA Executive will present this to a special general meeting for approval by the membership in July 2019. This would include a plan for developing capacity to employ a Director and necessary support to drive the NZRA agenda.</p> <p>There was minimal time to discuss this motion, the committee were concerned now-July was not a realistic timeframe to achieve this ambitious motion. The motion was not voted upon. The executive is to discuss and report back.</p>	Executive to follow up and report back

NEXT MEETING (2020 NZRA AGM)		
Date: To be arranged	Time: To be arranged	Venue: To be arranged

The meeting concluded at 13:45pm