

**MINUTES OF THE ANNUAL MEETING OF THE NEW ZEALAND FEDERATION OF SENIORNET SOCIETIES (INC) HELD AT THE COACHMAN HOTEL CONFERENCE CENTRE, PALMERSTON NORTH ON WEDNESDAY, 8 MAY 2019 AT 3.00 PM.**

**Welcome.** The Chairman welcomed everyone to the meeting and outlined the procedure for speaking and voting.

**Present. 78 SeniorNet members representing the following 33 Learning Centres.**

Bream Bay, Cambridge, Dargaville, Dunedin, Eden Roskill, Glenfield, Golden Bay, Hamilton, Hawera, Hawkes Bay, Hibiscus Coast, Horowhenua, Hutt City, Kawerau, Mac Auckland, Marlborough Sounds, Matamata, Nelson, New Plymouth, North Wellington, Otago, Palmerston North, Papanui, South Canterbury, Tauranga, Te Kuiti, Turangi, Upper Hutt, Wairarapa, Whanganui, Warkworth, Whakatane, Whangamata, Whangarei.

The Executive Officer of the Federation, Grant Sidaway and his Administrative Assistant, Jude Mitchener, were also in attendance.

**Votes by proxy.** 5 Proxy votes were received.

**Apologies.** Papakura, Rotorua, Whitianga, Napier, Garden City, Motueka, Coromandel, Kaikohe, North Canterbury, Rex Fowler (FNZSS Wellington Committee representative), Glenda Smith, Pakuranga, Mangawhai

**Minutes.**

**Motion: That the minutes of the 2018 AGM be taken as read.**

Moved	Freda McGurk	Hawera	
Seconded	Sally Douglas	Golden Bay	<b>Carried.</b>

**Motion: That the minutes of the 2018 AGM be confirmed as a true and complete record.**

Moved	Ray McDonald	Chairman, Eden Roskill.	
Seconded	Maurice Lloyd	Whangarei.	<b>Carried.</b>

**Matters arising. There were no matters arising.**

**Chairman's report.**

Ray McDonald reported that although statistical data is not now required for TEC purposes the information provides valuable information for planning purposes. SNAP easily captures all the necessary information and he encouraged learning centres who are not using SNAP to seriously consider doing so. He also discussed the background of learner hour funding and the lead up to the current rate of \$1.50 per learner hour.

There has been a decrease in overall membership of the Federation from 15,283 in 2016 to 9,750 this year. Learning Centres had decreased from 74 to 65 in the same period. There were various reasons for this decline.

When looking at the Learning Centre finances, it is apparent that local grants are becoming more significant to offset the decline of other income streams. It is important that Learning Centres remain relevant and connect with their communities. They should also be offering newer platforms such as streaming TV.

Ray also thanked the Executive Officer, Grant Sidaway and his administrative assistant, Jude Mitchener. Grant brings a very valuable skill set to SeniorNet and his efforts were very much appreciated by the management committee and SeniorNet Learning Centres. He also thanked the Federation Committee for their work throughout the year. He made special mention of the two other retiring committee members, Dorothy Davies and Duncan Fuller.

He also confirmed that this would be his final Annual Report as Chairman after 12 years on the committee as Secretary and Chairman. He wished the Federation and SeniorNet as a whole, all the very best for the future.

**Motion: That the Chairman's report be received.**

Moved	Marilyn Goodwin	Warkworth	
Seconded	Gloria White	Kawerau	<b>Carried.</b>

**Executive Officer's report.**

Grant expanded on some of the comments in his previously published report. He mentioned that it had been difficult to get a Webinar such as Zoom off the ground and that there seemed to be plenty of other material on line for learning centres to use. The other problem had been the quality of the Zoom material which needed to be of good quality to be of any use.

He mentioned that we had been able to take advantage of some favourable rates to increase our advertising particularly with 72 slots on Newstalk ZB. While website traffic had increased, that did not seem to flow through to increased LC membership.

The support we receive from Ryman, Noel Leeming, Westpac and Vodafone came in for special mention as they make up a large part of our income. He asked that learning centres also support our partners as much as possible.

During the year he represented SeniorNet on several forums and workshops within Government, the most notable being the new strategy on New Zealand's ageing. He has been able to use his role as Federation Executive Officer to provide input and guidance to government agencies involved with developing strategies for older people and the use of technology.

He thanked Dorothy Davies who is retiring after four years on the Federation committee. He made special mention of the two other retiring members, Duncan Fuller who has served as Minute Secretary on the committee for the past 12 years and Ray McDonald, who has spent 6 years on the committee as Secretary and the last 6 years as Chairman.

In reply to a question, Grant advised that when he retires on 31 December, his replacement could be based outside Wellington. As much of his work involved dealing with government departments, a Wellington appointment would be desirable. He said that his successor's role had not yet been totally defined although some preliminary discussions had been made with an employment agency. The role will be defined by the incoming committee and is likely to be advertised around September/October.

**Motion: That the Executive Officer's report be received.**

<b>Moved</b>	Ray McDonald	(Chair)	
<b>Seconded</b>	Janet Court	Mac Auckland	<b>Carried</b>

### **Financial Report.**

The Treasurer, Pat van der Maas, commented on various items in the report. Overall the financial position is sound, with over \$350,000 in the bank at 31 March 2019.

In reply to a question as to whether more could be invested to earn a greater amount of interest, the Executive Officer advised that as we are a trading organisation it is better to have funds available to meet our obligations and to be able to move quickly if required. The interest rate for investments is also very low.

**Motion: That the Treasurer's report be received, and the 2018 Annual accounts be adopted.**

<b>Moved</b>	Ray McDonald	(Chair)	
<b>Seconded</b>	Nancy Edge	Bream Bay	<b>Carried</b>

### **Election of the Committee.**

As only one nomination was received from the Northland and Central North Island regions, the following were declared duly elected.

<b>Northland Region.</b>	<b>Marilyn Goodwin</b>	<b>Warkworth</b>
<b>Central North Island Region.</b>	<b>Harvey Porteous</b>	<b>Whanganui</b>

No nomination were received from the Auckland or Top of the South regions.

**(Subsequent to the AGM, Janet Court, Mac Auckland, was co-opted on to the committee to represent the Auckland region).**

### **Appointment of Federation Auditors/Reviewers.**

**Motion: That Moore Stephens Markham, Wellington, be appointed Auditors for 2019.**

<b>Moved</b>	Christine Bibby	Glenfield.	
<b>Seconded</b>	Terry Dowdeswell	Whanganui	<b>Carried</b>

## Member Motions.

**Motion: That the Federation undertake a comprehensive review of the “tec codes” to broaden the scope, simplify code matching to course or workshop topics and provide useful data to identify developing trends for future planning.**

**Moved** Bream Bay SeniorNet

**Seconded** Marilyn Goodwin Warkworth

Some LCs suggested that with more choice, coding could become too complicated, but most agreed that a review would be beneficial. It was also emphasized that this is a review and LCs will be consulted.

**The motion was carried.**

**Motion: That the Federation, in conjunction with Learning Centres, revise the existing evaluation form (appendix f in the quality assurance guidelines) to be presented for adoption at the 2020 Annual General Meeting, with a view to reducing the number of questions and removing items which learning centres have no control over.**

**Moved** Bream Bay SeniorNet

**Seconded** Marilyn Goodwin Warkworth.

Neville Fursden asked if this remit was actually needed. Marilyn Goodwin felt the guidelines should be updated and Shirley Winter-Lowe said that Nelson had recently designed its own evaluation form.

Ray McDonald advised that this remit was simply to design a new evaluation form in conjunction with Learning Centres. He emphasized that this form would be a guideline only.

**The motion was carried.**

## Annual Plan.

**Motion: That the Annual Plan for 2019/20 be adopted.**

**Moved** Janet Court Mac Auckland

**Seconded** Nancy Edge Bream Bay **Carried**

Grant Sidaway outlined the details in the plan. In doing so he advised learning centres to support our sponsors, otherwise it will be very difficult to get them to agree to sponsorship for a further period.

**Motion: That the 2019 Draft Budget be adopted.**

**Moved** Noel Johns Eden Roskill

**Seconded** Peter Anderson Horowhenua **Carried**

**Subscriptions.**

**Motion: That the 2020 Membership Fee for Member Societies be set at \$5.00 per Society Member. Membership numbers to be set as at 31 December each year.**

<b>Moved</b>	Ray McDonald	(Chair)	
<b>Seconded</b>	Sally Douglas	Golden Bay	<b>Carried</b>

**General Business.**

Dick Dodds. South Canterbury asked if it is necessary for learning centres to be registered as a charity. Several members spoke in favour and talked about the advantages of registering as a charity. One of the major reasons given was the ability to apply for funding from various funding agencies.

Nancy Edge asked if the Federation needed to have a reviewer instead of an auditor. Peter Naylor, North Wellington said that the audit fee seemed very reasonable compared with some other organisations he was involved in. It was also advised that the Federation constitution makes provision for either an audit of review but the committee had always adopted an audit as in the past we have received government money and an audit is more thorough.

Grant Sidaway then made presentations and spoke about the contribution the three retiring committee members, Dorothy Davies, Duncan Fuller and Ray McDonald have made to the Federation. Both Duncan and Ray, who have both been members of the committee since the inception of the Federation in 2006 replied, saying how much they have enjoyed their time on the committee and particularly the caliber of the people they worked with.

They both said how much of a pleasure it had been working with the Executive Officer Grant Sidaway, whose commitment and professionalism had been outstanding.

The Chairman thanked everyone for their attendance and advised that the 2020 AGM would be held at a date and place yet to be determined.

***(It was subsequently advised that the 2020 AGM/Symposium would be held at Chisholm Park Golf Club on 6/7 May 2020.)***

The meeting closed at 4.45pm

Confirmed as a true and complete record.

Chairman.....

Date .....