

Minutes

Present

Andrew, Catherine. Antonio, Luisa. Ash, Sharon. Barnes, Heather. Beckett, Deanna. Boyce-Bacon, Karen. Bridgeman, Rachel. Brunton, Sharon. Chung, Misook. Clements, Jacquie. Cullum, Thoma. Dalton, Heather. Daniel, Junelle. Delamore, Trish. Duff, Christine. Eaton, Debbie. Guest, Anne. Hall, Kate. Hall, Kristine. Hardy, Judy. Harrison, Laura. Hawke, Pip. Hayward, Heather. Henry, Lynette. Hensman, Suzanne. Inder, Daphne. Kim, Lidvina. Knowles, Janet. Kumar, Priscilla. Liu, Yun-Yu. Lockie, Margo. Masters, Dianne. McCaffrey, Joanne. McFarlane, Sue. Misiepo, Irene. Nicholas, Lynette. Nielsen, Rechie. Putt, Sue. Quinlan, Jan. Ratu, Cobra. Reeves, Heidi. Sami, Sarwin. Smyth, Yvonne. Subritzky, Jenny. Tahana, Keita. Tahere, Phoebe. Tahī, Gillian. Tailby, Elaine. Thow, Rosemary. Trebilco, Glenys. Varley, Angie. Williams, Beverley. Wilson, Rosemary. Wright, Natalie. Zammit, Pip.

President Gillian Tahī declared the meeting open at 4.00 pm, introduced Jennifer Pelvin, Gary Butler and Jo Bird who provide Secretariat services to the association and extended a warm welcome to all members and guests in attendance.

Proxies

The following proxies were recorded: Jo Lowry

Apologies

Apologies were received from: Graham, Linda. Keatley, Jenny. Mason, Paula. Proctor, Marilyn. Robertson, Kay. Zuccani, Fiona.

Resolution: It was moved: Phoebe Tahere seconded: Daphne Inder
“That the proxies and apologies be accepted.”

Motion: passed

Confirmation of Previous Minutes

The Minutes of the last Annual General Meeting of the Association, held on 23rd May 2011 were tabled.

Resolution: Moved: Gillian Tahī Seconded: Kate Hall
“The Minutes of the 2012 AGM be accepted.”

Motion: passed

Confirmation of Annual Report

Gillian Tahī advised that the Annual Report had been made available to members. It contained a full report for the 2013 year.

She stated that she was proud of the achievements of the Association during the 2013 year and that the association is well on the way to being recognised as a key influencer in oral health within New Zealand.

Gillian said the Executive were thrilled with the new website which was launched in March and which includes a system of recording individual member’s CPD hours.

It was noted that the Association has worked hard in the previous 12 months to improve it’s relationship with the Dental Hygienist Association which had resulted in a decision to hold a joint conference, in Auckland or Wellington on 27 and 28 June 2014.

In April branch representatives were invited to a meeting in Auckland. This was an extremely valuable exercise and one which may be repeated on an annual basis.

In closing, Gillian extended her thanks to the Executive of the 2013 year saying that they are required to forego considerable personal time and that the commitment and dedication

which sits around the Executive table can make that task an easy one or a difficult one. The valued contribution of each of the Executive members has ensured meetings are constructive and meaningful.

Resolution: Moved: Gillian Tahī Seconded: Yvonne Smyth
“That the Annual Report as tabled be adopted.”

Motion: passed

Confirmation of Annual Accounts

Gary Butler of Butler Pelvin & Associates presented the reports for the 2013 Financial Year, as outlined in the 2013 Annual Report which contains the Financial Statements, Declaration and Independent Auditors Report.

Resolution: Moved: Gillian Tahī Seconded: Thoma Cullum
“That the profit and loss account in respect of the financial year ended 31 March 2013 and the balance sheet as at 31 March 2013 together with Auditors Report be adopted as tabled.”

Motion: passed

Consideration of Remits on Constitutional Matters

Gillian Tahī spoke about the adoption of the new rules. Various drafts of the proposed rules and the rationale for change have been sent out in various communications including the annual report. Gillian summarised the key changes to the Rules as:

- A reduction in the number of Executive members from 13 to 5 (minimum) with a maximum of 7 or 8. This will reduce the costs associated with the governance process.
- To provide all members an opportunity to vote for their preferred representatives – rather than the present system of electing via the branch structure.
- Have the ability to establish branches on based on technical/specialist areas as well as of geographic locations.
- We have streamlined many of the administrative provisions to ensure that the Rules are easier to read and use.

The process of reducing the Board would be as follows:

1. The President will assume one of the Executive positions and the position of Chairperson until the following Annual General Meeting.
2. At the March 2013 Executive meeting the following members agreed to step down:
 - Judy Hardy
 - Thoma Cullum
 - Yvonne Smyth
 - Rebecca Ahmadi (resigned)
3. Leaving the following to transition, the term of appointment was decided at the Executive meeting on 23rd May 2013:
 - Gillian Tahī (Chairperson) 1 year
 - Sue McFarlane 2 years
 - Trish Delamore 1 year
 - Lynette Nicholas 2 years
 - Kate Hall 1 year
4. Members who will transition because of their position:
 - Rachel Bridgeman – Te Ao Marama
 - Priscilla Kumar – Student Representative from University of Otago

Resolution: Moved: Gillian Tahī Seconded: Rachel Bridgeman

*“That the existing Rules of the New Zealand Dental & Oral Health Therapists Association
be replaced in their entirety with the proposed Draft Rules.”*

Motion: passed

There being no further business the meeting closed at 4.45