

Confirmation of Previous Minutes

The Minutes of the last Annual General Meeting of the Association, held on 20 August 2015 were tabled.

Resolution: Moved: Trish Delamore

Seconded: Gillian Tahi

“The Minutes of the 2015 AGM be accepted.”

Motion: passed

Reports - Trish Delamore

Trish advised that the Annual Report was available to members at the meeting and on the website containing the report which contained the financials for the 2015/2016 year.

Trish addressed the members:

This is my second year as Board Chair and I can't believe how quickly it has gone. It has been extremely exciting, if not demanding to be involved in NZDOHTA when so much is happening. I really feel that I have been involved at a significant crossroads.

I think we are all aware that the profession is quite fragmented because of the separation of scopes of practice particularly for those who have graduated since 2008. As many of you are aware, maintaining competence in two scopes often means having more than one place of work.

With the Dental Council pursuing the 'Oral Health' scope, this has provided a perfect opportunity for us to create a new association with our colleagues the Hygienist's Association. There will be more opportunities for training and development after a merger. It will be a positive move for every member. We value the opportunity of discussing this with you shortly.

As my two-year term as Chair concludes, I want to take a moment to share some observations and to thank all the Board members who I have worked with since I joined the Board in 2012.

It would be inappropriate to single out any one Board member for their contribution as each of them plays their part in the governance process bringing individual perspectives and skills to the role. As Board members, we are all committed to our mission "to empower dental and oral health therapists to provide customer-focused quality care which will result in good oral health for all".

Our Board members work hard, they give up their time to attend to Board matters and to attend four meetings per year and they do it for free.

Family members often have to pick up the slack for when they are gone and sometimes we miss out on important life events.

Having joined the Board in 2012 and serving as Chair for 2 years I have decided it is time to stand down and spend more time with my family. I will take with me some fond memories of my time in this role, the friendships that have developed and a sense of accomplishment in seeing a positive transition for the profession.

Off course I could not finish without thanking Jennifer, Gary, Pitchin, Leslie and the other members of Butler Pelvin who literally work around the clock to keep our association running smoothly and keep the IRD off our backs.

Their aim is to assist clients such as ourselves to achieve efficiency and free up valuable time to concentrate on achieving strategic objectives. They do that in spades. Jennifer in particular has made my Chair role so much easier and fun. I love Jennifer's pragmatic, can do, no nonsense professional attitude which helps "people pleasers" like myself to get things done.

When I said yes to the Chair roles two years ago I woke up the next day and said 'What have I done and what do I do?'. Between Gillian Tahi and Jennifer I managed to get there.

I would like to say to everyone out there we need people with a desire to move our profession forward and we need you to get involved. You'll be amazed with where the journey takes you and how many inspirational people you will meet along the way.

I sincerely wish the Board well for the future.

Confirmation of Annual Accounts – Jennifer Pelvin

Jennifer addressed members:

As you will see from the annual report and having heard from Trish, there has been a lot of activity this year. With the potential merger and the development of a considerable number of new training initiatives, we have had to make an investment in 'making things happen'. The Board set an ambitious program of activity for 2015 that will make for a more relevant association in the future. Funding these initiatives has had to come from the reserves and we have not yet enjoyed the full return on the investment made in sponsorship development.

Jennifer explained some items in the Statement of Financial Performance on page 3 of the accounts.

At the top of the page that membership income is down by over \$8000. This represents around 35 members. For this year, there is almost a drop of double that number.

In 2014, the conference made a loss and the association did not hold a conference in 2015, Jennifer suspects that not holding a conference is a reason why our membership is in such sharp decline. The association did hold 2 regional events and

these were funded from branch reserves. There was also a small gain in sundry income of \$3552. This was an amount that had been held aside for GST because the association consolidated the branch accounts. The auditors decided that this amount is not owed so we have written back the amount.

The administration expenses are explained in note 8 of the accounts on page 8. The actual administration fee paid to Butler Pelvin as the secretariat has reduced from \$84000 to \$82000. The association managed to reduce the audit fees by \$1900 by changing auditors.

There has been an increase in the Member Services Fees from \$11629 to \$34000. This money represents the amount spent on services related to membership such as managing the professional development program, preparing distributing newsletters etc. This year the Board decided to invest in the development of a more robust sponsorship income stream. An investment was made in engaging a consultant to help position us to build relationships with potential sponsors. Due to bringing sponsors on-board, members can see that we received \$3000 from Eagle Protect in the 2015/16 year and we have a commitment for another \$9000 from them. Also Colgate have commenced funding for upcoming training activities and the association now need to bring other partners on board.

Finally, on page 7 you will see that the calculation for determining our taxation liability. We were able to carry forward losses of \$7000 from last year and there is a trading loss again this year, no tax is payable.

A member asked if the 'Circle of membership' could be explained. Jennifer said the simple answer was that whilst people thought a not for profit organisation does not pay tax, they are only tax exempt solely on member's non-commercial activities. Conferences and sponsorship are all taxable activities.

Gillian Tahi asked the board what they were going to do to ensure that the association does not continue to make a loss. Arish Naresh, speaking on behalf of the board explained that they have strategies in place to ensure the association won't continue to make a loss. Lynette Nicholas also advised that the board have taken this very seriously and are doing everything they can to ensure that a loss position does not continue.

Lynette Henry asked the amount our current sponsors have paid. Jennifer Pelvin confirmed that Eagle Protect have sponsored the value of \$12,000 and \$3,000 from Colgate with potential for more. Thoma Cullum then asked whether this amount is just a one off or will it roll over each year. Jennifer Pelvin advised that this is just one year at this stage. It was pointed out that the sponsors need to see a return on their investment if they are going to continue sponsoring us.

Jennifer asked a member to move the motion: that the financial accounts of the Association in respect of the financial year ended 31 March 2016 that include the Auditors Report be adopted.

Resolution: Moved: Brittany Le Sueur

Seconded: Gillian Tahī

“That the profit and loss account in respect of the financial year ended 31 March 2016 and the balance sheet as at 31 March 2016 together with Auditors Report be adopted as tabled.”

Motion: passed

Change of Name – Trish Delamore

Trish addressed the meeting saying, you will recall at the 2015 Annual General Meeting; it was indicated that the board would be proposing at this meeting to change the name of the Association. The reasoning for this change is to keep up to date and abreast with the progression of our profession. Whether our members are registered in the scope of hygiene, therapy or the proposed oral health scope, it is my view that “oral health” comprehensively describes more accurately the profession and our interests.

However, due to a potential merger with the Hygienist’s Association, the board have decided that it would not be appropriate to make a name change at this time.

Trish put a motion to withdraw this motion.

Resolution: Moved: Trish Delamore

Seconded: Gillian Tahī

“That the motion be withdrawn.”

Motion: passed

Change in Rules – Trish Delamore

This motion relates to a change required in the Rules. When the association changed the Rules in 2013, it adopted a transition process that required that half the Board members were given a one-year term and the other half a 2-year term. This was done to prevent all the Board retiring at the same time.

It was always the intention that going forward, Board members would be elected for a two-year term but for some reason, this was not recorded in the Rules. The following motion is required so that the Rules can be amended to record the two-year term.

Trish put the motion: “That a clause, 7.d.ix, be added to the Rules. Clause 7.d.ix to read: ‘That the term of the Board member appointment is for two years’

All those in favour of the resolution, raise your hand.

Motion: Passed

Introduction of the new Board

Trish gave a brief introduction of each board member and requested they stand so all attendees could see them. The members for 2016/2017 are:

- Trish Delamore – Chair (retiring)
- Lynette Nicholas
- Arish Naresh
- Donna Cooper-Tock
- Teresa Tieu
- Agnes Smith
- Brittany Le Sueur

Trish also thanked Luisa Antonio and Rachel Bridgeman who were leaving the board.

Other Business

Trish reported that earlier this year, the Board had a meeting with The Dental Hygienist's Association. The purpose of the meeting was to discuss the possibility of a merger between our two associations. At the meeting we committed to progressing the concept. The next step for NZDOHTA is to engage with you our members and seek your support of this proposal. If we are in agreement that we should progress discussions, the next step will be for each association to nominate members to a small working group to work out the details. I hasten to add, that at this point, it is only an agreement to enter into negotiations to merger. No detail has been entered into. So for now, the board need to just get an indication that you are prepared for the Board to form a committee to explore how and what a merger might look like.

If we have agreement (or even if we don't), the board will follow up with a briefing to members in the form of a survey to gauge wider support for continued dialogue. From there, our two representative groups will put together a plan.

Thoma Cullum asked what the feeling is from the Hygienists. Samuel Carrington (NZDOHTA member and NZDHA Secretary) responded by saying that 85% of Hygienist Members have had positive feedback towards a merger. Lynette Henry has commented that the merger is the way forward.

Other Matters

Trish asked if there are any other matters that members would care to raise. We have received some discussion points from Rebecca Ahmadi in the Otago region.

Samuel Carrington (on behalf of the Otago Branch) read out the remit.

Discussion item one – What is the future role and structure of regional branches/special interest groups.

Discussion: Although the establishment of the NZDOHTA Board may have effectively disestablished the Branches, this is not really mentioned in the rules. Some emails from the secretariat still refer to Branches, and the NZDOHTA registration form asks members to identify to which Branch they affiliate? The rules allow for establishment of branches or special interest groups on request. Should we be

doing this? We have Branch funds and would like to organize branch activities; therefore, some sort of committee is required. We also need someone to be the contact person for NZDOHTA and call local meetings etc. What are other branches doing?

Discussion item two: Should the NZDOHTA Board lobby AUT and Otago Universities for an adult scope of practice course. What has been done to date?

Discussion: The adult scope of practice has now been taken out of the Oral Health scope of practice. However, there is a separate adult scope of practice for dental therapy. In order to register in this, dental therapists need to have done a DCNZ-approved course and there is none in NZ at present. It is possible that dental therapists having the adult scope of practice for dental therapy may help to meet population oral health needs (not presently being met) and reduce inequalities in oral health (which still exist).

Discussion item three: Should webinars/teleconferences or other technology be considered for future AGMS?

Discussion: It seems that important decisions are being made by a very small group of people at the AGM (and proxy votes). Is it possible to use technology to allow more members to have a say? Should important decisions be made on a poll of members? (The rules allow for this.)

Gillian Tahī put a motion that all these discussion items be deferred back to the board to action at the next board meeting.

Resolution: Moved: Gillian Tahī

Seconded: Lynette Nicholas

“That the motion be deferred back to the board to action at the next board meeting.”

Motion: passed

Close

Trish advised that this was her final meeting as Chair and expressed how thoroughly she enjoyed having the opportunity to make a contribution to advance the profession. Trish said it has been a pleasure and an honour to represent our profession which despite its challenges, still has good honest people working hard to improve the quality and health of those we serve.

There being no further business the meeting closed at 3.48pm.