

Minutes Annual General Meeting

8th June 2019

Avalon Pavilion

10:30am-12:30pm

Attendees:

Ann Evans (President), Vicky Graham (Vice President), Leanne Gibson (Secretary), Chris Partridge (North Island Field Officer), Beverley Jocelyn (Newsletter Editor), David Verrinder (Wellington Events Officer), Annette Dougherty (New Member co-ordinator), Anne Abbott (Committee member), Margaret Ranum (Wellington Liaison Officer), Steven Thompson (Director Secretary DogsNZ); Sandy Fea (Lower Hutt), Sandy McAllen (Whanganui Liaison Officer), Sondra Levitt (Honorary member), Alison Law (Kapiti), Jo Baker (Lower Hutt), Helen Moriarty (Wellington), Rosalind & Bill Larsen (Lower Hutt), Sue Clarke (Foxton/Levin Liaison Officer),

By Video Conference (ZOOM): Lyn Lane (Napier Liaison Officer), Margaret Scaife (Nelson Liaison Officer), Ann Walsham (Waikato). This was the first time we had trialled opening up the AGM via video conference. The attendees were able to join and see the meeting, but could not hear properly. Five minutes into the call, they unexpectedly lost their connection to the meeting when power to the PC hosting the video call was lost. An apology and note of thanks was sent to them after the AGM ended for volunteering to trial this new technology out (See general business for lessons learned).

Apologies:

Our Founder: Eileen Curry; Our Patron: Dame Patsy Reddy; Nigel King, General Manager Global Marketing, Ziwi

Auckland: Rachel Butler (Liaison Officer), Nicole Wallace (Auckland Events Co-ordinator); Trish Alderson & Piper, Ruth Deacon & Breeze, Carol Drew & Venus, Nicole Hilton & Patrick, Jan Kell & Billy and Sam, Christopher Sarson & Moska

Christchurch: Carol Millican (South Island Field Officer), Caroline Densem & Ebony, Dallas Hopkins, Ashleigh Probert & Max

Foxton/Levin: Diane Fawcett & Chico, Mary McFarlane & William

Gisborne: Kayla Troon (Liaison Officer)

Hastings: Lorraine Andresen & Magnum, Ellen Ryder & Mila, Murray Sturm & Chalee

Invercargill: Sandra Knight (Liaison Officer); Margaret Baillie & Finn

Kapiti: Jim Eade (Liaison Officer); Mary Fowler & Maggie, Bronny Lynn-Hunt & Louis, Ngaire McSkimming & Rogue, Kathy Pentecost & Rosy, Louise Scott & Jack

Lower Hutt: Rachel Davison (Liaison Officer), Victoria Caccioppoli (Treasurer), Miriam Chamberlain & Freddie, Jill Westenra & Buddy, Jodie Winterburn & Bruce

Manawatu: Kaye Harkness (Liaison Officer), Pam Jamieson & Murphy, Erika Frewin & Jetson, Niki Heywood & Brody, Svetlana Jagana & Nesta, Brenda Mackenzie & Mr Biscuit

Napier: Graeme Beale & Mickey, Jo & Steve Fox & Niko, Becks Holland & Aero and Cinch, Maree Patton & Chester, Tess Stiles & Purdey

Northland: Lynda Macgregor & Ricky

Oamaru: Catherine Rivron (Liaison Officer), Jenna Hughes-Games & Briggs

Queenstown: Beryle Ravenwood (Liaison Officer), Adele Jackson & Bismarck, Amanda Richardson

Rotorua: Julie Cowell (Liaison Officer), Mary Barton & Minnie

Taupo: Elisabeth Cato & Bracken, Lesley Cotterill & Lexi, Laura Dawson & Max

Tauranga: Janet Fosberry (Liaison Officer), Barbara Blackburn & Kendal and Roxy

Waikato: Christine Johnson (New Member Support), Christine Nielsen (Assessor), Pauline Rukuwai (Assessor), Liz Scott (Assessor), Veronica Garcia Gil & Phoebe, Naomi Greene & Nina, Nancy Harlow & Harmony, Kaye Kale & Denver, Judy McRae, Maurice Shirley & Darcy, Yvette Shore & Toby, Billi-Jean Smythe & Brooklyn, Teena Te Maro & Chewy, Kevin Whittock & Zulu

Wairarapa: Lisa Chapman & Peter Herbert (Liaison Officers), Karen Dickinson & Sophie, Barbara Lang, Wendy Mackay, Daphne Rowland & Sophie

Wellington: Carol Colgate & Charlie, Claire Dawe & Emma, Frances Rabone & George

Whanganui: Marian Barclay & Bonnie, Raewyn Hall & Cassie

Whitby to Johnsonville: Amy Wilson (Liaison Officer), Jean Barr & Madison, Gwenda Laphorne & Lucy, John McGuigan & Arlo, Michelle Van Looy & Blue. Carolyn Williams & Bruno

Welcome

Our President Ann Evans welcomed everyone (who was physically and virtually present) to the 2019 Annual General Meeting of Canine Friends Pet Therapy and acknowledged the apologies she had received especially from our founder (Eileen Curry) who was unwell and our patron, the Governor-General who had very much appreciated the invitation, but due to official D-day engagements offshore was unable to attend.

Ann Evans also acknowledged the contribution of Paul Alcock, a long standing member, ex-Committee member and ex-Liaison Officer who passed away at his home in Masterton on the 4th June. Paul and his wife Sue, were always present with their dogs at Canine Friends events such as the Petone beach walk, the Life Flight Trust Day, the Special Childrens' Christmas party, Dogs'n'Togs and the AGMs to name a few. Paul's commitment and passion for Canine Friends will be deeply missed.

Minutes of the 2018 AGM

The minutes of the Annual General Meeting held on 16 June 2018 were taken as read (as they had been posted on our Membership Management platform for 10 days) and were accepted as a true and correct record.

Moved: Chris Partridge

Seconded: Beverley Jocelyn *Carried*

It was noted that all outstanding actions relating to the Constitution has been completed by Sarah Cull. There was no business arising from the minutes.

President's Report

Ann Evans presented her report on the extensive achievements and highlights delivered by the Committee over 2018/19. This report is posted on our website at this link:

<https://caninefriendspettherapy.wildapricot.org/page-1075321>

There were no questions arising from the report. Ann Evans asked for the AGM attendees to accept the President's report.

Moved: Sondra Levitt

Seconded: Annette Dougherty

Carried

Treasurer's report

Leanne Gibson presented the Performance Report on behalf of Victoria Caccioppoli.

In summary – last year we raised \$40,453 of income (compared to the previous year of \$22,355).
 We incurred \$32,053 of expenses (compared to the previous year of \$25,192)
 We had a \$8,400 surplus (compared to a deficit of \$2,837 the previous year).
 Overall we had \$16,871 in cash as of the 31st March 2019 (compared to \$8,471 the previous year).

There was no questions regarding the Treasurer’s report.

Leanne asked the AGM attendees to accept the Performance Report for the financial year ending 31st March 2019 noting that Victoria & Leanne had received assistance in preparing the report from the Accounting for Charities Trust.

Moved: Beverley Jocelyn Seconded: David Verrinder *Carried*

Sponsorship Report

Vicky Graham presented her report on the key grants, donations and sponsorship arrangements for the 2018/19 financial year. This report is posted on our website at this link:

<https://caninefriendspettherapy.wildapricot.org/page-1075321>

Vicky then asked Steven Thompson, the Director Secretary of Dogs New Zealand, to say a few words about our partnership. Steven said that Dogs New Zealand are very proud to be involved with Canine Friends Pet Therapy. They see their annual donation as an important investment that helps their members (and potential members) see the role that dogs can play in contributing to the welfare of the communities that they live in. Steven commented that one of the first things he does when he gets the monthly DogWorld magazine, is to go straight to the Canine Friends Pet Therapy section as the stories are always so interesting and highlight “Dogs helping People”. He reiterated that Dogs New Zealand have an advocacy role for ensuring that dogs and their owners continue to enjoy a place in NZ society without being over regulated.

There were no questions arising from the Sponsorship report. Vicky Graham asked for the AGM attendees to accept the report.

Moved: Ann Evans Seconded: Annette Dougherty *Carried*

Election of Officers and Committee

The President introduced the current Committee and informed the members that with the exception of Ann Evans, Chris Partridge & Victoria Caccioppoli, all Committee members were willing to stand again. The President asked the members if anyone wished to join the committee. There were expressions of interest from Sandy Fea, Jo Baker, Alison Law, Helen Moriarty, Sandy McAllen and Dallas Hopkins. Ann Evans then formally conducted the election of officers and committee members

Position	Member	Notes
President	Vicky Graham	Proposed by Sondra Levitt Seconded by Sandy Fea Elected
Secretary	Leanne Gibson	Proposed by Anne Evans Seconded by Sondra Levitt Re-elected

Treasurer	Dallas Hopkins	Proposed by Leanne Gibson Seconded Jo Baker Elected
Committee	Name Annette Dougherty Jo Baker Helen Moriarty Sandy McAllen Alison Law Beverley Jocelyn Rachel Butler Anne Abbott Carolyn Williams Sandy Fea David Verrinder	Proposed: Seconded Sondra Levitt : Vicky Graham Leanne Gibson: Vicky Graham Margaret Ranum : Vicky Graham Chris Partridge : Sondra Levitt Leanne Gibson : Anne Abbott Anne Abbott : David Verrinder Vicky Graham : Leanne Gibson David Verrinder: Jo Baker Vicky Graham : David Verrinder Anne Abbott : Sondra Levitt Leanne Gibson : Rosalind Larsen

Because there were 11 nominations and only 9 spaces available on the General Committee, a secret ballot was conducted. Ann Evans and Leanne Gibson undertook the tally. The elected General Committee for 2019/2020 was:

- Annette Dougherty
- Jo Baker
- Sandy McAllen
- Alison Law
- Beverley Jocelyn
- Rachel Butler
- Carolyn Williams
- Sandy Fea
- David Verrinder

Acknowledgement of Retiring Committee Members

Vicky Graham acknowledged the contribution of each retiring member and presented them with a gift.

The retiring members were:

Ann Evans : President

Chris Partridge: North Island Field Officer

Victoria Caccioppoli : Treasurer

General Business

Vicky Graham asked if there was any general business.

Jo Baker asked for clarification on going to areas not authorised by the Volunteer Manager at the hospital. This is something that she gets asked about frequently at the hospital she visits.

Jo was referred back to her Liaison Officer to help her get that clarification as it is important that we understand the rules and etiquette associated with hospitals.

Sandy McAllen asked where official letterhead could be sourced.

This can be sourced from the Secretary.

Leanne Gibson (the Secretary) noted that customised CFPT Sympathy & Thank you cards were

being produced and would be available shortly to Liaison Officers and Committee members.

Beverley Jocelyn (the Newsletter Editor) noted that display kits were being created and distributed to eight regions initially to help with group visits and special events.

Sondra Levitt (an Honorary member) ended the meeting by saying how much she had enjoyed the AGM and was pleased to see the appointment of a diverse and vigorous Committee that was focused on our Founder's vision of Dogs helping People in rest homes, hospitals and hospices. She acknowledged the leadership of Ann Evans as the president over the last 2 years and was looking forward to seeing what the new committee could deliver.

There was no further business and Vicky Graham declared the AGM closed at 12:30pm.

Signed as a true record of this meeting



VICTORIA GRAHAM.

Vicky Graham
President
Date: 8th June 2019