



Community RESEARCH

TANGATA WHENUA,
COMMUNITY & VOLUNTARY
SECTOR RESEARCH CENTRE

2020 Annual General Meeting

This meeting was conducted at the Cashmere Lounge, Cashmere Club, Christchurch
Thursday 29th October 2019 2:30pm

Minutes of the AGM

Present:

Garth Nowland-Foreman, Lead Centre for Not for Profit Governance and Leadership, Co-Chair of Community Research
Pania Coote, Hui-E, Co-Chair of Community Research
Marie Farquhar, Ngati Kahu, Community Research Kaitiaki
Analiese Robertson, Adult and Community Education (ACE) Aotearoa, Treasurer of Community Research
Caroline Ligi Harris, In AWE Women, Community Research Kaitiaki

In attendance:

Janet Miller, Community Research, Organisation Manager
Kym Hamilton, Community Research, Research Programme Manager
Jenny Moore, Community Research, Admin/Coordinator of Fundraising & Communications
Katherine Peet (NWO)
John Peet (Engineers for Social Responsibility)
Colin McGregor (ACE Aotearoa)

Apologies: Carolyn Bates; Brenda Pilott, Freya Burgess (DIA), Jennifer Leahy (Ako Aotearoa), Sharon Torstonson (Deep South Challenge), Liz Hawes (SEWN)

1. *We prepare*

1.1 Welcome, Whakawhanaungatanga and Apologies

Pania gave a karakia timatanga.

Garth Nowland-Foreman also welcomed everyone to the AGM on behalf of Community Research. He explained the agenda. Apologies were received and noted.
Agenda is agreed and adopted.

2. We Hear

2.1 Minutes of the Annual General Meeting of 31st October 2019

Copies of the Minutes were circulated to all participants at the meeting. It was moved by Ligi and seconded by Analiese that these be approved as a true and correct record of the last AGM. **All agreed.**

Request from Katherine to add to last year's minutes that the updated Rules were adopted.

Action point: Jenny to update 2019 minutes to show that the updated Rules were adopted. – Done.

Action point: Jenny to send out link to updated documents including Rules.

2.2 2019/20 Annual Report and Annual Accounts

Pania spoke to the Annual Report including the effect of Covid-19. This year has seen increased capability and collaboration and the addition of Webinar training as a new income stream. The Short video programme has been pushed out but is almost complete.

Pania and Garth spoke about the achievements of the year, which include:

- Community Research Awards event held last October.
- Great fundraising efforts.
- New strategy
- Commencement of rebuilding the CR website and database of researchers. Register for evaluators to be developed.
- Whanau Ora Research website being reinvigorated.
- Pasifika focus of local researcher events in Auckland and Wellington.
- Special collection research for migrant/refugee community

Garth noted our appreciation for the ongoing support from our three main funders who have also given us freedom to do the work we need to do – DIA and the Todd Foundation with their multiyear funding commitment, plus Community Trusts in each region. He also thanked staff, the board and our supporters.

Copies of the Annual Report and Financial Statements reviewed by the Auditor for the year ending 30 June 2020 were circulated to all participants, in physical or digital form.

Janet spoke about the Performance Report.

She noted the increase in funding and a new revenue stream with organisations paying for us to provide technical support for Webinars and also people paying to register for CR webinars.

We are in a sound financial position.

Garth asked for any questions on Annual Report. No questions asked.

Garth asked for any questions about the Performance report. No questions asked.

Analiese moved that the reports be received and Ligi seconded. **All Agreed.**

We Decide

3.1 Appointment of Auditor

Garth recommended to reappoint the current auditing firm, Gambitsis Crombie, for 2020/21.

We propose that the Accounts be audited in 2020/2021.

Moved by Analiese and seconded by Marie. **All Agreed.**

3.2 Annual Membership Fee

The Board recommends that fees remain at \$69 (full members) and \$34.50 (associate members) for 2020. Garth explained that this is due to the low rate of inflation.

People can also make a donation by paying to register for our webinars.

Moved by Ligi and Seconded by Pania. **All Agreed.**

Katherine Peet asked for clarification on why it is worth being a member? She is happy to brainstorm a membership benefits value proposition.

Pania added that membership promotes, strengthens and connects community sector and generates visibility for the Community and Voluntary Sector.

It was discussed that we need to find the right people in the research community – John and Katherine has lots of contacts in this community.

3.3 Election of Officers

Garth Nowland-Foreman vacated the chair and Janet Miller chaired for election of co-chairs.

- 3.3.1** At the AGM we are required to select from among our members two Co-Chairs, one each from the Tangata Whenua and the Tangata Tiriti caucuses. The current co-chairs are Pania Coote and Garth Nowland-Foreman; they are both available for re-election.
- 3.3.2** At the AGM we are required to select from among our members a Treasurer and a Secretary. The current Treasurer is Analiese Robertson and she is available for re-election. The Secretary position is vacant.
- 3.3.3.** The Executive Committee is permitted between six (6) and fourteen (14) members – Comprising equal numbers from both Caucuses. These are elected by the Annual General Meeting for a 3-year term. Once a 3-year term is completed, candidates are eligible for re-election. There are currently eight (8) positions, and the Co-Chairs propose retaining eight (8) positions, with 1 vacancy in the Tangata Tiriti caucus and 2 vacancies in the Tangata Whenua caucus for election at the AGM.

Vote Garth onto a new 3 year term on the Kaitiaki.
Proposed Marie; Seconded Pania. **All agreed**

Vote Pania onto a new 3 year term on the Kaitiaki
Proposed Marie; Seconded Ligi. **All agreed**

Pania and Garth as Co-Chairs –
Proposed Analiese; Seconded Marie. **All agreed**

Treasurer – Analiese
Proposed Ligi; Seconded Marie **All agreed**

Secretary position is vacant. Nominated Ligi by Katherine.
Proposed Pania; Seconded Marie. **All agreed**

Janet proposed that we retain eight (8) positions on the Executive Committee. This is a balance between costs involved and range of experience/knowledge. 4 on each caucus. Marie moved. Garth seconded. **All agreed**

Janet detailed new nominees following Board Recruitment process:

Tangata Whenua Caucus

Brendan Stevenson - Allen and Clarke

Janet proposed; Pania Moved; Marie Seconded. **All agreed**

Eden Skipper - Wairewa runaka (Ngai Tahu) – Environmental Sustainability
Janet proposed; Moved Marie; Seconded Pania. **All agreed**

Tangata Tiriti Caucus

Jennifer Braithwaite – (probably Community Law Canterbury - awaiting confirmation from them to be the community organisation)
Janet proposed; Pania moved; Garth seconded. **All agreed**

Garth advised that Janet has resigned. He acknowledged her very important role in keeping CR going a couple of years ago and rebuilding from a difficult position to a good position now. She has made a significant contribution and brought multiple skills to the role.

Janet thanked everyone for working hard alongside her during the last 2 years.

Katherine also thanked Janet from the wider community for her work connecting everybody in the community.

Garth thanked the Kaitiaki who have resigned during the year: Sally Ridley, Erena Kara, Natasha Muir and Paora Te Hurihanganui for their contributions to our organisation.

Sally gave many years of work to the organisation in the financial portfolio.

Any Other Business

Katherine Peet advised that she would like there to be some thought into understanding the principle of bi-lateral vs bi-cultural as other cultures can feel left out of the 2 house model. She suggested there needs to be a shift in structure from 50/50 and offered help in this area.

Pania thanked all staff: Kym, Janet, Jenny and contract staff for their hard work this year.

Pania closed with a karakia whakamutunga.

The meeting closed at 3:40pm.

Contact list

Garth Nowland-Foreman	Community Research	garth@lead.org.nz
Pania Coote	Community Research	paniacoot@gmail.com

Marie Farquhar	Community Research	mariefarquhar77@gmail.com
Analiese Robertson	Community Research	analiese.robertson@aceaotearoa.org.nz
Caroline Harris	Community Research	ligi@in-awewomen.com
Katherine Peet	NWO	organisers@nwo.org.nz
Colin McGregor	ACE Aotearoa	colin.mcgregor@aceaotearoa.org.nz
John Peet	Engineers for Social Responsibility	njpeet@gmail.com