



Community RESEARCH

TANGATA WHENUA,
COMMUNITY & VOLUNTARY
SECTOR RESEARCH CENTRE

2021 Annual General Meeting

This meeting was conducted via Zoom at
1pm, Thursday 18 November 2021

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
- Analiese Robertson, Adult and Community Education (ACE) Aotearoa, Treasurer of Community Research
- Eden Skipper, Ministry for the Environment, Community Research Kaitiaki
- Brendan Stevenson, Allan and Clark. Community Research Kaitiaki

In attendance:

- Aamo Amina
- Alison Marshall, Volunteering Canterbury
- Rochelle Stuart, Hui E Community Aotearoa
- Sally Ridley, Community Waikato
- Lyn McCurdy, School of Management, Massey University
- Sharon Bell, The Workshop
- John Peet, NWO
- Birgit Grafaren-Watungwa, HOST Aotearoa
- Gauri Nandedkar, Research Sector Engagement & Projects Lead, Community Research
- Janie Walker, Kaiwhakahaera Matua – General Manager, Community Research
- Katrina Bullen, K Secretarial Services, Minute Taker
- Jenny Moore, Admin/Co-ordinator, Community Research

Apologies:

- Jennifer Braithwaite, Community Research Kaitiaki
- Marie Farquhar, Ngāti Kahu, Community Research Kaitiaki
- Caroline (Ligi) Harris, Tertiary Education Commission, Community Research Kaitiaki
- Katherine Peet, NWO

1. *We prepare*

1.1 Opening / Mihi and Karakia Timatanga

Pania opened the meeting with karakia timatanga.

1.2 Welcome and Apologies

Garth Nowland-Foreman also welcomed everyone to the AGM on behalf of Community Research. He explained the agenda. Introductions were made from attendees of the meeting.

Apologies were received and noted from Jennifer Braithwaite, Caroline (Ligi) Harris, Marie Farquhar and Katherine Peet.

The apologies were accepted and adopted.

1.3 Adoption of Agenda

The agenda was agreed and adopted.

2. *We Hear*

2.1 Minutes of the Annual General Meeting of 31 October 2020

The minutes of the 2020 Annual General Meeting had been circulated.

It was moved that the minutes of the 2020 Annual General Meeting be accepted as a true and accurate record of the meeting.

Moved: Analiese Robertson **Seconded:** Brendan Stevenson *CARRIED*

2.2 2020/21 Annual Report and Annual Accounts

Pania Coote spoke to the Annual Report and the following was noted:

- Acknowledged all the work that had been achieved even during COVID 19.
- Community Research had welcomed two new kaitiaki to the Tangata Whenua caucus and one onto the Tangata Tiriti caucus.
- Community Research had increased their pacific focus with webinars, fono and the Pacific Strategy.
- Provided technical support for webinars for our sectors.

- Community Research were committed to looking at the next stage of being a Te Tiriti partner, internally and externally, and building the capacity of the sector to do the same.

Janie Walker noted the Pacific Strategy which she was proud of and the beginnings of the refugee and migrant background space. She acknowledged all the work of kaimahi at Community Research, who were small but were making a massive impact.

It was noted that Community Research were in a good financial position and had underspend in the year due to COVID limitations and kaimahi resourcing and capacity. Partners of the organisation were continuing support them. Community Research still needed to look at sustainable forms of income for the future. They were in a secure financial position for now but needed to be looking forward.

The meeting was opened for questions but there were no questions. Sally Ridley noted how good the finances were looking in such difficult times

3. *We Decide*

3.1 Appointment of Auditor

It was recommended to reappoint the current auditing firm, Gambitsis Crombie, for 2021/2022.

Moved: Analiese Robertson **Seconded:** Sally Ridley *CARRIED*

3.2 Annual Membership Fee

It was noted that the Board had discussed and considered increasing the membership fees but decided to recommend that the fees remain the same for another year until a full review of the membership more broadly could be done. Members were encouraged to make donations.

It was moved that the membership fees be kept at the current level for a further 12 months

Moved: Alison Marshall **Seconded:** Eden Skipper *CARRIED*

3.3 Election of Officers

It was noted that Executive Committee is permitted to be up to 14 members but the current Committee were recommending that it stay at the current level of four for each caucus, a total of eight kaitiaki.

It was moved that the Executive Committee stay at eight kaitiaki, consisting of four Tangata Tiriti caucus members and four Tangata Whenua caucus members.

Moved: John Peet

Seconded: Sally Ridley

CARRIED

There were therefore no additional elections needed. The co-chairs however needed to be reappointed and it was noted that each caucus had nominated the current occupants.

Garth Nowland-Foreman vacated the chair and Janie Walker chaired for election of co-chairs.

It was moved that the current co-chairs be reappointed for the current year.

Moved: Brendan Stevenson

Seconded: Alison Marshall

CARRIED

Garth Nowland-Foreman noted that it would be his last term as co-chair and that he would be standing down next year.

5. *General Business*

Janie Walker noted that she would like feedback and input from members on the proposed Knowledge Collision Symposium from supporters, and would be inviting them to contribute

She acknowledged the excellent work of Janet Miller (past Operations Manager) and Kym Hamilton (Research Programme Manager), in what were complex times. She also welcomed Gauri Nandedkar, the new Research Sector Engagement and Projects Lead for Community Research. She also acknowledged the outstanding work of Jenny Moore, coordinator and administrator

Garth Nowland-Foreman thanked everyone for attending and thanked them for their support, which was greatly appreciated.

Brendan Stevenson closed with a karakia whakamutunga.

The meeting closed at 1.35pm.