The Braille Authority of New Zealand

Aotearoa Trust (BANZAT)

# Confirmed Minutes of Meeting 45 of The Braille Authority of New Zealand Aotearoa Trust, held at the Homai Campus, BLENNZ, 2 McVilly Road, Manurewa, on Tuesday 11 June 2019, commencing at 12:33pm.

# 1 Welcome, attendees, apologies

Chair Maria Stevens welcomed everyone to the meeting. She thanked BLENNZ for their hospitality to trustees. Maria reviewed the evacuation procedures and began the roll call.

|  |  |  |
| --- | --- | --- |
| Name | Appointed by | Term Expires |
| Trustees |  |  |
| Leyna Coleman | Blind Citizens NZ | 2021 |
| Chantelle Griffiths | Blind Foundation | 2021 |
| Jenny McFadden | BLENNZ | 2020 |
| Wendy Richards | The Seven | 2020 |
| Mary Schnackenberg, Secretary/Treasurer | The Seven | 2020 |
| Maria Stevens, Chairperson | Kāpō Māori | 2019 |
| Natalie Stewart | BLENNZ | 2019 |
| Vacancies |  |  |
| Vacancy | Parents of Vision Impaired | 2021 |
| Observers |  |  |
| None |  |  |
| Apologies |  |  |
| Paul Brown | The Seven | 2021 |
| Nicola McDowell | The Seven | 2020 |
| Peter McGlinchey | Blind Foundation | 2019 |

# 2 Minutes

## 2.1 Confirmation of Minutes

It was resolved:

That the Minutes of Meeting 44 of The Braille Authority of New Zealand Aotearoa Trust held on Tuesday 12 March 2019 be confirmed.

Moved: W. Richards. Seconded: J. McFadden. Carried. (Res. 45-1).

## 2.2 Matters arising from Minutes not listed in the Agenda

No matters were raised.

# 3 Correspondence

Mary went through the items of correspondence received or sent since the circulation of the Agenda on 31 May 2019. The full Correspondence Schedule is in Attachment A to these Minutes.

It was agreed:

That inwards correspondence be received and outwards correspondence be endorsed. (Res. 45-2).

# 4 Finance

## 4.1 Bank Transactions and Treasurer's Commentary

### Bank Transactions

The table below shows BANZAT's ASB Bank account transactions since the last meeting. Figures include GST except for international currency transactions which are exempt GST.

|  |  |  |
| --- | --- | --- |
| Date | Description | Amount |
|  | **ASB Bank account transactions** |  |
| 12/03/2019 | **Opening balance ASB Bank account** | **$14,088.88** |
| 13/03/2019 | To International Council on English Braille, bank transfer fee charged by Canadian bank | $7.42 |
| 22/05/2019 | To TaxiCharge, 12 March meeting | $193.11 |
| 22/05/2019 | To A I Comms, administration February-March with reimbursements for BANZAT domain name and 7 March presentation to Parliament re Marrakesh Treaty | $1,199.36 |
| 22/05/2019 | To Massey University, Nicola McDowell Tauranga-Auckland return air fares 12 March meeting | $288.47 |
| 28/05/2019 | From Inland Revenue, refund GST to 31/03/2019, includes $0.34 interest because IRD was late with its payment | +$604.95 |
| 05/06/2019 | To RNZFB, Peter McGlinchey Christchurch-Auckland return air fares 12 March meeting | $156.00 |
| 11/06/2019 | **Closing balance ASB Bank account** | **$12,849.47** |
|  | Made up of |  |
| 11/06/2019 | The St Anne's Trust for the North Shore Sight Impaired Fund, prizes braille reading competitions for children, $3,000.00, less 2018 expenses $682.57 | $2,317.43 |
| 11/06/2019 | General funds | $10,532.04 |

### Commentary – Mary Schnackenberg

We are up to date with payments, with further expenses only for the 11 June meeting taxis plus three months' administration costs for April, May and June. As Peter, Nicola and Paul are apologies (all overseas) the June expenses will be down on last year.

The total in the general funds on 11 June 2019 is $10,532.04. This compares with the total in the 12 June 2018 Minutes of $10,280.13. As shown in the budget below, because of reduced costs for the June meeting we should have a surplus for this year.

We have spent $682.57 including GST from the special fund for children's competition prizes as follows:

Prezzy card to the value of $25.00 for Renee Patete plus card fee; $30.95.

3 Kiwi toys from ShopNZ; $78.00.

6 Kooky Kiwi Books from Mighty Ape; $107.94.

30 Christmas kiwi decorations from Living and Giving; $125.70.

2 Kids books from Whitcoulls; $39.98.

Total reimbursement to Jenny McFadden; $351.62.

Recording Renee Patete's jingle in studios of Ese Aumalesulu; $300.00.

The closing date for consultation on modernising the Charities Act 2005 was extended to 31 May 2019. I was unable to read the consultation document and write a submission on time.

I have had to chase up both Massey University and the Blind Foundation to get them to invoice BANZAT for air fares of Nicola and Pete. Both organisations use Orbit Travel which is slow in producing their own invoices. Rather than put time into chase up emails, I recommend that in future, A I Comms purchases the tickets for Nicola and Pete and claims reimbursements from BANZAT. I have checked this idea with both Pete and Nicola who agree. However I seek the opinion of trustees about this.

Following discussion it was resolved:

That the Treasurer's report be received, that payments be approved, and that A I Comms be authorised to purchase travel for Pete McGlinchey and Nicola McDowell, seeking reimbursements for the costs from BANZAT.

Moved: M. Schnackenberg. Seconded: L. Coleman. Carried. (Res. 45-3).

## 4.2 BANZAT Draft Budget 2019-2020

The draft budget for 2019-2020 is for the General Fund and excludes the Special Fund for children's prizes which now has a balance of $2,317.43. It provides for a deficit of -$4,360. This is funded from BANZAT's reserves. Reserves at 30 June 2020 are projected to be $4,573.

The draft budget is set out in the next table. Notes to the budget follow the table. All figures exclude GST.

|  |  |  |  |
| --- | --- | --- | --- |
| Description | 2018-19 Budget | 2018-19 Actual predicted | 2019-20 Budget |
| General Fund Budget |  |  |  |
| Reserves brought forward from previous year (1) | $4,967 | $8,381 | $4,573 |
| Income |  |  |  |
| Grants RNZFB (2) | $8,300 | $8,300 | $8,300 |
| Donations (3) | - | $0 | - |
| Braille competition sponsorship (4) | - | $0 | - |
| Trans-Tasman Certificate in UEB sponsorship (5) | - | $0 | - |
| Governance training (6) | - | $0 | - |
| Accreditation application fee (7) | $100 | $0 | $100 |
| Accreditation annual renewal (8) | $50 | $50 | $50 |
| Total income | $8,450 | $8,350 | $8,450 |
| Expenses |  |  |  |
| Administration (9) | $3,750 | $3,750 | $3,750 |
| Website domain name registration (2 addresses) | $60 | $60 | $60 |
| Conferences, e.g. ABA (10) | $2,400 | $0 | $2,400 |
| Membership fees ICEB (11) | $870 | $770 | $870 |
| Travel air fares & taxis (12) | $4,100 | $3,100 | $4,600 |
| Braille competition expenses (4) | - | $0 | - |
| Catering and room hire (13) | $105 | $118 | $130 |
| Governance training (6) | - | $0 | - |
| Website development (14) | - | $0 | - |
| Marketing accreditation (15) | $1,000 | $0 | $1,000 |
| Trans-Tasman Certificate in UEB (5) | - | $0 | - |
| Total expenses | $12,285 | $7,798 | $12,810 |

### Notes to the Draft Budget 2019-2020

(1) Summary: The total in the general funds at 30 June 2018 was $8,381. At 30 June 2019 we anticipate a small surplus of $552 because three trustees are apologies for the June meeting. The 2019-20 budget provides for income of $8,450, less expenses of $12,810, giving a deficit of -$4,360. Reserves at 30 June 2020 are budgeted at $4,573.

(2) Grants RNZFB: When BANZAT was founded in 2010 the Blind Foundation gave a commitment to continue with their annual grant of $8,300. There has been no increase in this grant since 2010, although BANZAT expenses to run the Trust are increasing. On 26 March 2019 BANZAT submitted a request for an increase in the annual grant to the five founding organisations.

(3) Donations: We are not budgeting for any donations.

(4) Braille competition sponsorship: We are not budgeting for any income or expenses here. The balance in the special fund is $2,317.43.

(5) Trans-Tasman Certificate of Proficiency in UEB sponsorship: BANZAT runs the certificate examination each year, but all costs are carried by the Blind Foundation and volunteer time. This situation is covered in the document seeking an increase in the annual grant which has been sent to the five founding organisations.

(6) Governance training: This was provided by Vincent Naidu of Vincilaw in November 2016 and was most successful. We are not budgeting for further training in the coming year. Three of our trustees were not on BANZAT in November 2016.

(7) Accreditation application fee: In Policy 7 Accreditation of Braille Producers Working in New Zealand the accreditation application fee is set at not less than $100.00. No one has yet applied for accreditation in the current year. The budget for the coming year has been conservatively set at one candidate.

(8) Accreditation annual renewal: In Policy 7 Accreditation of Braille Producers Working in New Zealand the annual renewal fee is set at not less than $50.00. The renewal fee for the one accredited individual producer has been received in the current year. The budget for the coming year is set at one renewal fee.

(9) Administration: The unchanged budget is for 75 hours at $50.00 per hour. This covers the preparation of agendas and minutes, general correspondence, website maintenance, AGM arrangements, fundraising letters, and the Treasurer's role including the preparation of annual reports to Charities Services and other stakeholders.

(10) Conferences, e.g. Australian Braille Authority: As part of the routine running of the Trust BANZAT must be represented at the Australian Braille Authority annual meeting by the New Zealand Examiner for the Trans-Tasman Certificate of Proficiency in UEB which we jointly administer with the Australian Braille Authority. The Blind Foundation has funded the Examiner's attendance in the past, but that is not a given. BANZAT funded the Examiner's attendance at the 2016 ABA Annual Meeting to enable discussions about possible changes to the examination criteria. The Blind Foundation funded the examiner's attendance at the 2017, 2018 and 2019 Round Table conferences. BANZAT ensures ongoing communications with ABA through this budget provision.

(11) Membership fees ICEB: ICEB fees are USD500.00 per annum. The fees for the current year of $770have been paid as shown in the 2018-19 Actual Predicted column. Expenditure fluctuates each year according to the exchange rate on the day the fee is paid. Expenditure in the current year was $47 more than in the previous year.

(12) Travel air fares & taxis: We budget for four return flights and taxis to enable out-of-Auckland trustees to attend meetings. We are reimbursing two out-of-Auckland trustees, although both were not available to attend the June 2018 meeting. The 2019-20 budget has been increased to align with the document requesting an increase in the annual grant.

(13) Catering and room hire: This is for AGM costs and other possible expenditure.

(14) Website development: No provision is made for website development in the coming year.

(15) Marketing accreditation: The budget allows for the cost of time to generate emails and phone calls to known organisations that pay for braille transcription.

It was resolved:

That the draft budget be adopted with the proviso that expenditure may change with the agreement of the trustees.

Moved: M. Schnackenberg. Seconded: N. Stewart. Carried. (Res. 45-4).

# 5 BANZAT Strategy Report Back

## 5.1 Annual grant increase request

On 26 March we sent the request for an increase in the annual grant to BANZAT's five founding organisations. Kāpō Māori's positive reply was provided in the Agenda distributed on 31 May. The Blind Foundation advised they would consult with the other founding organisations. Since the agenda went out we have heard informally or formally from BLENNZ, Blind Citizens NZ and Parents of Vision Impaired.

PVI asked to see a draft budget prepared on the assumption we received the requested increase in the annual grant. Mary circulated the draft to trustees for their comment.

It was agreed:

That the draft 2019-2020 budget incorporating the full amount of the requested grant be sent to PVI. (Res. 45-5).

## 5.2 Digital engagement and communications strategy and action plan

Chantelle is posting items of interest to the Facebook page.

## 5.3 Training programme for the accreditation of braille producers working in New Zealand

We agreed to defer this to the September meeting.

## 5.4 Braille Literacy Day & BLENNZ competition

Wendy provided Mary with the latest sound file plus photos and an explanation from Renee about how she came up with the ideas around the jingle. On the day before the meeting Wendy was able to check the post on the website prior to it going live. It was released later on the day of the meeting.

Following discussion, we agreed that the next competition would have an entry form that asked entrants to give permission for their names and photos to be released by BANZAT if they were prize winners. Planning for the next competition would be included in the 2020 immersion courses. There was general agreement there would be a speech competition about “what braille means to me” with entries recorded during the immersion courses for later judging. We also agreed a timeline would be drawn up to provide sufficient time for each step from the first immersion course to the announcement of winners' names on the BANZAT website.

# 6 Trustee appointments

Listed in the correspondence are letters to the Blind Foundation, BLENNZ and Kāpō Māori asking them to make their appointments ideally by 30 June.

Natalie told us she is unlikely to continue on BANZAT as she has a new, time-consuming role leading the transition programme for BLENNZ students. Her work on the immersion courses has meant she has not been available to attend all trust meetings. She has very much enjoyed her time on BANZAT and is looking forward to applying her experience in the transition programme. She and Jenny will meet with Karen Stobbs to discuss her successor.

# 7 Trans-Tasman Certificate of Proficiency in UEB

Josie Howse, Frances Gentle and Maria met re the certificate and BANZAT's request to offer re-sits in the 2019 round of the examination. ABA was not opposed to BANZAT offering a re-sit option as a trial for this year. It's ABA's turn to set the Certificate examination this year.

Josie is retiring from the New South Wales Department of Education after 40 years of service in July. ABA is looking for a lower level braille certificate qualification which may be made available online in parallel with the online UEB course.

It was resolved:

That, as a trial, New Zealand candidates in the 2019 Certificate examination be offered the option to re-sit the same paper if there first attempt is unsuccessful; and

the re-sits option trial be reviewed at the first BANZAT meeting in 2020.

Moved: J. McFadden. Seconded: L. Coleman. Carried. (Res. 45-6).

# 8 Accreditation of braille producers working in New Zealand

The call for applications for accreditation went out on 28 May.

We have agreed to strengthen the privacy and confidentiality provisions in Policy 7 Section 8. The current wording and proposed wording were provided in the March Agenda but were not discussed at the meeting. With three trustees away from this meeting, we agreed to defer discussion to the September meeting.

Mary and Paul presented the paper “Is our data safe in the hands of accessible format producers” at the Round Table conference in May. Mary reported that the presentation achieved what we had hoped for, that is, awareness was raised. The next day a presenter from one of the universities mentioned in passing that exam papers move around their secure server.

# 9 BANZAT Code Maintenance Committee

Maria reported the committee has not met since March. However everyone is now on the ICEB Code Maintenance Committee list.

# 10 ICEB, ABA and Round Table

The ICEB Code Maintenance Committee has met by teleconference and reached a decision on the apostrophe.

Maria left the room for discussion about the selection of the BANZAT delegate for the 2020-2024 term on the ICEB Executive Committee. Mary referred to the correspondence from the ICEB 2020 Nominations Committee which asked each of the eight ICEB braille authorities to appoint their delegate to the Executive Committee.

Following discussion it was resolved:

That Maria Stevens be appointed by BANZAT as its delegate to the ICEB Executive Committee for the 2020-2024 term.

Moved: L. Coleman. Seconded: N. Stewart. Carried. (Res. 45-7).

Maria was invited back into the meeting and congratulated for her reappointment to the ICEB Executive Committee.

From the ABA Annual Meeting and three-day Round Table meeting Maria reported the launch of the ABA Foreign Language Guidelines. Again Leona Holloway and her colleagues from Monash University showed several 3d printed models that created a lot of interest among blind and sighted attendees. Maria's written report, noted in the Correspondence, was received.

# 11 Braille survey

Maria reported she has not heard any developments about the survey.

# 12 Marrakesh Treaty Committee report to Parliament

The Economic Development, Science and Innovation Select Committee that considered the Bill amending Section 69 of the 1994 Copyright Act to allow New Zealand to accede to the Marrakesh Treaty has reported back to Parliament. It made one substantive change recommending that Parliament remove the commercial availability test. This was discussed the day Mary presented the BANZAT submission and Mary wholeheartedly endorsed its removal.

The Select Committee fully supports the passing of the Bill and we must now wait for Parliament to complete this work.

# 13 Storage of hardcopy braille in Awhina House

It has come to Mary's attention that much of the hardcopy braille in the Blind Foundation Library is currently stored in boxes rather than on shelves. Looking at the BANZAT Trust Deed Schedule 1, Clause 4 Promotion, subclause (j) reads: “to comment on the suitability of storage and packaging of braille shipped within New Zealand”.

Following discussion we agreed to write to the Library Manager, Geraldine Lewis, and ask about the braille collection development policy including details about the weeding of stock. Do the catalogue records show whether there are master embossing files for each braille title in the collection? For New Zealand titles without masters, is there a plan to consider rebrailling these titles?

# 14 September AGM preparations

The ninth Annual General Meeting of BANZAT is on Tuesday 10 September 2019 in the Board Room at Awhina House, Blind Foundation, 4 Maunsell Road, Parnell. Last year's invitation list with some tweaks was provided in the Agenda. Some amendments were suggested and Maria undertook to provide further advice before the end of the month.

# 15 Trustee reports

• Blind and Low Vision Education Network NZ (BLENNZ): Jenny McFadden, Natalie Stewart.

• BLENNZ Music: Wendy Richards reported on the success of the monthly music school and shared a brief audio report, with musical excerpts, about the adult Braille Music Retreat held in January.

• Blind Citizens NZ: Leyna Coleman. There was some discussion about the Blind Foundation Braille Calendar, in particular the events that might be advertised in the calendar.

• Blind Foundation: Chantelle Griffiths, Peter McGlinchey.

• Kāpō Māori: Maria Stevens.

• Massey University Postgraduate Diploma in Specialist Teaching Blind and Low Vision: Nicola McDowell is in Italy at the Child Vision Research Society conference.

• Parents of Vision Impaired NZ Inc.: vacancy since March 2014.

It was agreed:

That the above written and verbal reports be received. (Res. 45-8).

# 16 New business

No matters were raised.

# 17 Schedule of meetings and closure

The meeting dates and venues are listed in Attachment B to these Minutes.

The meeting closed at 2:48pm

NOTE: These Minutes were confirmed at Meeting 46 on 10 September 2019.

**Chairperson Maria Stevens**

**Date**

# Attachment A: Correspondence schedule Meeting 45, 11 June 2019

To trustees with the Confirmed Minutes of Meeting 43 held on 20 November 2018; and the Unconfirmed Minutes of Meeting 44 held on 12 March 2019.

From and to Nicola McDowell with her apology for the June meeting as she has had a paper accepted for the Child Vision Research Society conference in Italy in June.

Income and expenditure:

To and from Pete McGlinchey and Nicola McDowell suggesting a change in responsibility for booking their air fares with replies in support from both;

From Inland Revenue reminding us to file our GST return by 7 May;

From Inland Revenue advising our refund would be deposited on 28 May with $0.34 interest added;

From Charities Services with their Blog about changes that will make it easier to claim donation tax credits;

From Charities Services about their blog Automated Cash Book — Helping you report your cash transactions;

From Charities Services advising dates for Auckland community sessions;

From Charities Services with Have your say by Friday 31 May on modernising the Charities Act!;

See Item 4 above.

Annual grant increase request:

To Sandra Budd, Karen Stobbs, Rose Wilkinson, Chrissie Cowan and David Heather with the BANZAT request for an increase in Annual Grant;

From Chrissie Cowan on behalf of Kāpō Māori, provided in the Agenda;

From Noreen Parker on behalf of Sandra Budd, Blind Foundation, provided in the Agenda; and

From Rose Wilkinson, Blind Citizens NZ, circulated to the trustees the morning of this meeting;

See Item 5.1 above.

Braille Literacy Day & BLENNZ competition

emails concerning Renee's jingle and promotion of her winning the BANZAT competition;

See item 5.4 above.

Trustee appointments

To Karen Stobbs re BLENNZ appointee to BANZAT;

To Sandra Budd re Blind Foundation appointee to BANZAT;

To and from Chrissie Cowan re Kāpō Māori appointee to BANZAT;

See Item 6 above.

Trans-Tasman Certificate of Proficiency in Unified English Braille

To trustees with the revised re-sits paper;

From Maria Stevens to the Australian Braille Authority with the Re-sits proposal;

See Item 7 above.

ICEB, ABA and the Round Table:

From the ICEB 2020 Nominations Committee inviting BANZAT to appoint their delegate to the ICEB Executive Committee for the 2020-2024 term and give guidance about suitable people as office holders, forwarded to trustees;

From Maria Stevens advising the ICEB Newsletter Issue 2 is out;

From Maria Stevens with New UEB guideline release: GTM 3. Signs of Operation and Comparison;

From Maria Stevens forwarding notes from the Code Maintenance Committee teleconference;

From Maria Stevens forwarding ABA Facebook updates for March, April and May 2019;

From Maria Stevens with ANZAGG Facebook group activity March and April 2019;

From Maria Stevens with ABA Guidelines for Foreign Language Materials;

From Maria Stevens with Launch of UEB Online for Mathematics;

To and from Round Table Administrator with Schnackenberg/Brown Round Table Conference paper;

From Round Table Administrator with 2019 Round Table Conference - Register Now!;

From Round Table Administrator with 2019 Round Table Conference Documents;

From Round Table Administrator with Congratulations to Tom Macmahon for winning the 2019 Round Table Tammy Axelsen Lifetime Achievement Award;

From Maria Stevens with her report on her attendance at the 2019 ABA annual meeting and the Round Table Conference;

See Item 10 above.

Braille Survey:

From Maria Stevens to Keith Gordon with BANZAT feedback re the braille survey;

See item 11 above.

Marrakesh Treaty:

From Warren Hassett with Select Committee Report on the Copyright (Marrakesh Treaty Implementation) Amendment Bill;

See Item 12 above.

# Attachment B: Dates

This refers to Item 17 above.

The Braille Authority of New Zealand

Aotearoa Trust (BANZAT)

# Dates for the diary

30 June 2019, applications close for accreditation by BANZAT as an individual braille producer working in New Zealand.

12 July, send out invitations to the BANZAT 2019 AGM to be held on 10 September.

12 July, raise invoice from BANZAT to Blind Foundation for grant 2019-2020.

12 July, prepare BANZAT annual accounts for review.

12 July, raise BANZAT accreditation annual renewal invoices.

5 August, call to sit the 2019 Trans-Tasman Certificate of Proficiency in Unified English Braille.

30 August, send out agendas and Annual Performance Report for BANZAT Meetings 46 and 47 on 10 September.

2 September, applications close to sit the 2019 Trans-Tasman Certificate of Proficiency in Unified English Braille.

3 September, observers who wish to attend Meetings 46 and 47 on 10 September to contact the BANZAT Secretary by this date.

10 September, 12:30pm, BANZAT meeting 46, followed at 3:00pm by Annual General Meeting 47, Awhina House, Blind Foundation, 4 Maunsell Road, Parnell.

8 November, send out agenda for BANZAT Meeting 48 on 19 November 2019.

12 November, observers who wish to attend 19 November meeting to contact the BANZAT Secretary by this date.

19 November, 12:30pm, BANZAT Meeting 48, Homai Campus, BLENNZ, 2 McVilly Road, Manurewa.

31 December 2019, BANZAT annual return due to Charities Services, Department of Internal Affairs.

4 January 2020, 211 years since 4 January 1809, birthday of Louis Braille.

2-5 May 2020, Round Table on Information Access for People with Print Disabilities, Melbourne.

11-15 May 2020, seventh General Assembly International Council on English Braille, London.

## Historic dates

1989, The Braille Authority of New Zealand was established.

1994, The Royal New Zealand Foundation for the Blind became an associate member of the Braille Authority of North America. In 2016 BANZAT did not seek ongoing associate membership for financial reasons.

29 November 2005, New Zealand adopted Unified English Braille by unanimous resolution of the Braille Authority of New Zealand.

10 August 2010, Meeting 1 of The Braille Authority of New Zealand Aotearoa Trust (BANZAT).

13 September 2011, Meeting 7, BANZAT first Annual General Meeting.

18 September 2012, Meeting 12, BANZAT second Annual General Meeting.

17 September 2013, Meeting 17, BANZAT third Annual General Meeting and launch of the Hall of Honour.

9 September 2014, Meeting 22, BANZAT Fourth Annual General Meeting.

30 June 2015, the first round of applications closed for accreditation as an individual braille producer working in New Zealand.

8 September 2015, Meeting 27, BANZAT Fifth Annual General Meeting, with announcement of the accreditation framework for braille producers working in New Zealand.

6 September 2016, Meeting 32, BANZAT Sixth Annual General Meeting, with launch of pamphlet “Braille Producer Accreditation Information”.

5 September 2017, Meeting 37, BANZAT Seventh Annual General Meeting, with Annual Performance Report complying with substantially revised requirements of Charities Services.

11 September 2018, Meeting 42, BANZAT Eighth Annual General Meeting.