The Braille Authority of New Zealand

Aotearoa Trust (BANZAT)

# Confirmed Minutes of Meeting 50 of The Braille Authority of New Zealand Aotearoa Trust, held via Zoom, on Tuesday 16 June 2020, commencing at 12:33pm.

# 1 Welcome, attendees, apologies

Chair Maria Stevens welcomed everyone to the meeting. She particularly welcomed Justine Edwards, the appointee of Parents of Vision Impaired (NZ) Incorporated (PVI). Justine thanked us and said she is very much looking forward to being on BANZAT. Her 12-year-old daughter is a braille student.

Warm congratulations were extended to Wendy Richards who has graduated as a Doctor of Music Braille Pedagogy from the University of Auckland.

Maria began the roll call.

|  |  |  |
| --- | --- | --- |
| Name | Appointed by | Term Expires |
| Trustees |  |  |
| Paul Brown | The Seven | 2021 |
| Leyna Coleman | Blind Citizens NZ | 2021 |
| Justine Edwards (until 2:00pm) | Parents of Vision Impaired | 2021 |
| Amanda Gough (from 12:50pm) | BLENNZ | 2022 |
| Chantelle Griffiths | Blind Low Vision NZ | 2021 |
| Nicola McDowell | The Seven | 2020 |
| Dr Wendy Richards | The Seven | 2020 |
| Mary Schnackenberg, Secretary/Treasurer | The Seven | 2020 |
| David Smith | Blind Low Vision NZ | 2022 |
| Maria Stevens, Chairperson | Kāpō Māori | 2022 |
| Apologies |  |  |
| Jenny McFadden | BLENNZ | 2020 |

# 2 Minutes

## 2.1 Confirmation of Minutes

It was resolved:

That the Minutes and In Committee Minutes of Meeting 49 of The Braille Authority of New Zealand Aotearoa Trust held on Tuesday 10 March 2020 be confirmed.

Moved: W. Richards. Seconded: P. Brown. (Res. 50-1).

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

Following a question, trustees were asked to destroy their copies of the In Committee Minutes. These would be filed by the Secretary and could be accessed by Trustees if required.

# 3 Correspondence

Mary went through the items of correspondence received or sent since the circulation of the Agenda on 5 June 2020. 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. 50-2).

# 4 Trustee appointments

We are very pleased to welcome Justine Edwards from PVI.

Trustees whose terms come to an end at the 2020 AGM, all of whom are eligible for reappointment are:

Nicola McDowell, appointed by The Seven;

Jenny McFadden, appointed by BLENNZ;

Wendy Richards, appointed by The Seven; and

Mary Schnackenberg, appointed by The Seven.

On 6 April we wrote to BLENNZ concerning Jenny's position. On 1 June we advertised the three vacancies appointed by The Seven trustees of the five founding organisations with applications to close with the Chair on 30 June. The Seven trustees appointed by the five founding organisations make the decisions about the vacancies allowing time for any new appointees to be present at the 15 September AGM for the handover from retiring trustees.

At our March meeting we agreed to hold governance training at our November meeting and costs are included in the 2020-21 budget to be discussed at this meeting.

# 5 Finance

## 5.1 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** |  |
| 10/03/2020 | **Opening balance ASB Bank account** | **$18,736.70** |
| 19/03/2020 | To International Council on English Braille, USD 500.00, ICEB 2020 Fees | $908.66 |
| 19/03/2020 | To Paul Brown, taxis on 27 February and 10 March | $58.80 |
| 20/03/2020 | To International Council on English Braille, bank fee charged by the Bank of Nova Scotia | $8.83 |
| 29/04/2020 | From Travel Managers Group David Inglis, Maria Stevens ABA & ICEB travel | +$2,510.66 |
| 07/05/2020 | To Inland Revenue, GST from 1 October 2019 to 31 March 2020 | $54.05 |
| 05/06/2020 | To A I Comms, administration November 2019 to March 2020 and reimbursements | $2,379.67 |
| 16/06/2020 | **Closing balance ASB Bank account** | **$17,837.35** |
|  | Made up of |  |
| 16/06/2020 | The St Anne's Trust for the North Shore Sight Impaired Fund, prizes braille reading competitions for children | $2,317.43 |
| 16/06/2020 | General Fund | $15,519.92 |

### Commentary – Mary Schnackenberg

In April we received the full refund from Air New Zealand for Maria Stevens' air fares to go to Melbourne and London which we paid in February this year. We need to ask Chief Executive John Mulka how he wants to handle the BLVNZ grant to BANZAT of $3,450.00 (including GST) as BANZAT has not spent money on overseas travel in this financial year. If John does not request a refund of the grant, we need to create a special fund for overseas ICEB travel and transfer $3,000.00 (excluding GST) into it at our balance date of 30 June 2020. We also need to agree whether we transfer to this special fund an additional $3,000 from BANZAT reserves at balance date.

When we paid the ICEB membership fees in March, the exchange rate was about .54. The rate is now around .64.

In May I signed up for a one on one session with the Senior Accountant of Charities Services, Allyssa Carle. I asked how I should record the aide-in-kind contribution from BLENNZ for Amanda's travel costs. She advised us to record the amount in the Non-Financial Information section of the Performance Report under the heading Reliance on Volunteers and Donated Services. The amount should be supported by a signed statement from BLENNZ to be filed in the papers that go to the Reviewer.

We discussed the process we follow to show the Reviewer who signs each expense payment. She affirmed we were following the correct process and recommended we obtain a written confirmation about this process from our reviewer.

Allyssa, who sees many reports from charities, commented very positively about the Non-Financial Information Section of our report. She said it contained a well set out explanation about what we do and she especially mentioned the division of our work into the five strands. She felt we had struck the right balance between too much information and hardly anything at all.

Separately I have had correspondence with Andrew Phillips, Manager Engagement and Business Improvement at Charities Services about some accessibility issues with their website. Charities Services does know about the accessibility issues and intends to upgrade their website over the next six to 12 months.

Wendy now has the ASB Bank token that allows her to co-sign BANZAT payments. In future I will bring the ASB Fastnet Business signatory forms to each AGM so we can initiate promptly any changes of signatories.

The amount in the General Fund of $15,519.92 compares with $10,532.04 a year ago. This includes the BLVNZ grant of $3,450 for overseas travel. Expenditure is down on internal travel with both BLVNZ appointees living in Auckland and one of the two BLENNZ appointees having their travel costs from Whanganui met by BLENNZ. There are no travel costs for the June meeting.

As we are providing for the payment of meeting fees in the draft budget for 2020-21, and we need to agree how to manage payment for the Certificate of Proficiency in UEB (see Attachment B to this Agenda), I suggest I bring a paper back to BANZAT about how BANZAT might proceed. I would appreciate assistance from trustees who have been or are now self employed.

It was resolved:

That the Treasurer's report be received, and payments be approved;

That the Treasurer ask the BLVNZ CEO about how he wishes BANZAT to handle the grant for ICEB travel of $3,450.00 (including GST); and

If meeting fees and payments re Certificate are approved, that the Treasurer bring a paper to BANZAT in July about how to handle the payment of meeting fees and the work on the Trans-Tasman Certificate of Proficiency in UEB.

Moved: M. Schnackenberg. Seconded: m. Stevens. (Res. 50-3). Carried.

## 5.2 Annual grant increase request

This is under discussion with BANZAT's founding organisations. In the meantime BLVNZ has increased its grant to $26,000.00 + GST for the 2020-2021 financial year.

We discussed the draft reply to Karen Stobbs letter of 29 February 2020 about the proposal from Neil Jarvis for a strategic review of BANZAT.

It was agreed:

That the Secretary provide a further draft reply, taking into account the points raised in discussion. (Res. 50-4).

## 5.3 BANZAT Budget 2020-2021

The draft budget for 2020-2021 was provided in the Agenda. Following discussion it was amended.

The budget is for the General Fund and excludes the Special Fund for children's prizes. The income shows the BLVNZ grant as $26,000. Expenses are in line with those requested in BANZAT's application for an increase in the annual grant submitted on 26 March 2019.

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

|  |  |  |  |
| --- | --- | --- | --- |
| Description | 2019-20 Budget | 2019-20 Actual predicted | 2020-21 Budget |
| General Fund Budget |  |  |  |
| Reserves brought forward from previous year (1) | $9,306 | $5,423 | $9,508 |
| Income |  |  |  |
| Grants BLVNZ (2) | $8,300 | $11,300 | $26,000 |
| Donations (3) | - | $0 | - |
| Accreditation application fee (4) | $100 | $0 | $100 |
| Accreditation annual renewal (5) | $50 | $50 | $50 |
| Braille competition sponsorship (6) | - | $0 | - |
| Total income | $8,450 | $11,350 | $26,150 |
| Expenses |  |  |  |
| Trust meetings and administration |  |  |  |
| Administration (7) | $3,750 | $3,750 | $3,750 |
| Website domain name registration (2 addresses) | $60 | $70 | $70 |
| Website development (8) | - | $0 | - |
| Charities Services annual return fee (9) | - | - | $51 |
| Travel air fares & taxis (10) | $4,100 | $1,040 | $4,100 |
| Catering and room hire (11) | $105 | $150 | $160 |
| Governance training (12) | - | $0 | $600 |
| Meeting fees, 6 trustees, 4 meetings at $200 per meeting (13) | - | - | $4,800 |
| Maintain awareness of, and consistency with, current international developments in all braille codes |  |  |  |
| Membership fees ICEB (14) | $870 | $917 | $900 |
| Travel ICEB (15) | - | - | $6,500 |
| Accredit practitioners involved in braille production |  |  |  |
| Trans-Tasman Certificate in UEB (16) | - | - | $7,140 |
| Travel Australia to ABA and Round Table (17) | $2,400 | $0 | $2,300 |
| Marketing accreditation (18) | $1,000 | $0 | $1,000 |
| Braille competition expenses (19) | - | $0 | $700 |
| Braille competition expenses: refund from Special Fund (19) | - | - | -$700 |
| Total expenses | $12,285 | $5,927 | $31,371 |

### Notes to the Budget 2020-2021

(1) Summary of reserves brought forward and budgeted: The total in the General Fund at 30 June 2019 was $9,306. At 30 June 2020 we anticipate a surplus of $5,423 because we have not spent the ICEB travel funds and we have no travel costs for this June Zoom meeting. The 2020-21 budget provides for income of $26,150, less expenses of $31,371. This is a deficit of -$5,221. Despite the deficit, reserves at 30 June 2021 are anticipated to be $9,508.

(2) Grants BLVNZ: When BANZAT was founded in 2010 BLVNZ committed to an annual grant of $8,300. On 26 March 2019 BANZAT submitted a request for an increase in the annual grant to the five founding organisations of BANZAT. BLVNZ gave a one-off grant of $3,000 + GST to assist with travel to ICEB. In addition, BLVNZ increased the 2020-21 grant to $26,000 + GST while discussions were ongoing with the other founding organisations.

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

(4) 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.

(5) 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.

(6) Braille competition sponsorship: We are not budgeting for any income here. See also Note 19.

(7) Administration: Costs of 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. Budget: 75 hours at $50.00 per hour =$3,750.

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

(9) Charities Services annual return fee: If the charity's income is more than $10,000 the charity has to pay a fee of $51. This year BANZAT's income will be at least $26,050.

(10) Travel air fares & taxis: BLENNZ is committed to meeting costs of their out-of-Auckland appointee. Another trustee flies from Tauranga. Another trustee drives from Hamilton. There are also taxi fares for several trustees. Budget: $4,100.

(11) Catering and room hire: This is for AGM costs and other possible expenditure. Budget: $160.

(12) Governance training: This was last provided in November 2016 and was most successful. Six current trustees were not on BANZAT for that training so we agreed at our March meeting to hold another governance course. Budget: $600.

(13) Meeting fees: Six of the 11 trustees are not supported by their employers to attend BANZAT meeting and either take annual leave or volunteer their time to attend BANZAT meetings. Budget: 6 trustees, $200 per meeting for four meetings =$4,800.

(14) Membership fees ICEB: ICEB fees are USD500.00 per annum. The amount rises and falls each year according to the exchange rate on the day the fees are paid.

(15) Travel ICEB: Costs for BANZAT's delegate to the 7th General Assembly in London 19-23 October. Budget: $6,500.

(16) Trans-Tasman Certificate of Proficiency in UEB: Budget: 17 candidates x 6 hours per candidate x $70 per hour = $7,140.

(17) Travel Australia: As part of the routine running of BANZAT, the New Zealand Examiner of the Certificate should meet with colleagues from the Australian Braille Authority each year. 2021 Melbourne budget: $2,300.

(18) Marketing accreditation: Time to generate emails and phone calls to known organisations that pay for braille transcription. Budget: $1,000.

(19) We are budgeting to spend $700.00 on prizes for the competition to be run in Term 3. The balance in the special fund for prizes at 30 June 2020 is $2,367.33 (excluding GST). If the $700 is fully expensed, the balance in the special fund at 30 June 2021 will be $1,667.33.

It was resolved:

That expenses of $700 be added to the budget for prizes for the braille competition to be funded by a transfer from the special fund;

That the draft budget for 2020-2021 be adopted, subject to meeting fees and certificate costs being agreed later at this meeting, and with the proviso that expenditure may change with the agreement of the trustees.

Moved: M. Schnackenberg. Seconded: P. Brown. (Res. 50-5).

# 6 ICEB and BANZAT Code Maintenance Committee

## 6.1 ICEB Seventh General Assembly

At its 20 July meeting the ICEB Executive Committee plans to decide whether the General Assembly, scheduled for London from 19 to 23 October, can go ahead face-to-face or will take place online. We are holding funds to send BANZAT's ICEB Executive Committee member, Maria Stevens, to London if the meeting goes ahead there. Each ICEB member is entitled to one vote and up to four delegates. If the GA is held online BANZAT will be able to introduce new delegates to ICEB who we might not otherwise have been able to afford to send in person.

We agreed to defer a decision about BANZAT's delegates in addition to Maria until we know if the GA will be held online.

At 31 May Phyllis Landon stepped down as ICEB Code Maintenance Officer. She has held this challenging role admirably for a decade leading the Code Maintenance Committee and the Technical Committee that oversees the maths and science portions of the UEB Code. Phyllis has been succeeded by Kathy Riessen from Australia. Email conversations about proposed rule changes are continuing.

## 6.2 BANZAT CMC

Membership of the BANZAT Code Maintenance Committee is Martine Abel-Williamson, Paul Brown, Leyna Coleman, Chantelle Griffiths, Fozia Mannon, Maria Stevens (Chair), and Lynn Todd. We review the membership of the Code Maintenance Committee each year at the first meeting following the AGM.

Although the Code Maintenance Committee has not met, its members are monitoring email exchanges among ICEB delegates and observers on its code committees. Maria as BANZAT's voting delegate to the ICEB code committees, passes on BANZAT's amendments to or agreements with proposed rule changes as necessary.

# 7 ABA and Round Table

This year's Round Table and the ABA subcommittee meetings have been postponed to 2021 because of COVID-19. The Round Table President has advised that next year the Round Table will celebrate its 40th Birthday at its Conference in Melbourne from 15 to 18 May. It will be held at the same hotel booked for the cancelled 2020 Round Table.

# 8 Trans-Tasman Certificate of Proficiency in UEB

On 20 May available trustees met by Zoom to discuss the process we use to run the Certificate Exam. Wendy led consideration of last year's call for candidates to sit the Certificate exam, the application form, the covering letter that was sent to candidates with the exam paper, and the information about the Certificate exam on the BANZAT website. A subcommittee of Wendy, Nicola, Lee Fung (from Maria Stevens' team who has worked with Maria on the Certificate papers for more than 20 years) and Mary worked on updating the information. A draft of a combined call for candidates and application form, and the letter sent with the exam paper were provided in the Agenda for trustees to consider.

As New Zealand's examiner since the Trans-Tasman Certificate began in 2008, Maria commented that it was time to review the process used to manage the exam. She thanked everyone involved for their contributions.

Following discussion of the materials chaired by Wendy, Mary was asked to provide updated drafts to trustees. Maria's team would take over responsibility for formatting the documents for sending to candidates.

# 9 Accreditation of producers and professional development

Training programme for the accreditation of braille producers working in New Zealand: On hold until we can identify a funding source, budget and timeframe.

On 5 April we invited applications to be an accredited braille producer which close on 30 June.

We agreed to strengthen the privacy and confidentiality provisions in Policy 7 Accreditation of braille producers working in New Zealand Section 8. We also agreed to add a new Section 1.3 to include the clause from the updated Section 69 of the Copyright Act 1994. On 24 January we sent the revised text to BANZAT's five founding organisations together with Policy 7 with the revised 8.3 and new 1.3 inserted for comment by 24 February 2020. Feedback from Blind Citizens NZ was discussed at our March meeting. We agreed to invite Chief Executive Rose Wilkinson to an upcoming BANZAT meeting so we could discuss her points. We aim to meet with Rose at our September meeting.

# 10 Braille competition for learners

In our March Minutes we agreed that, for this year's competition, learners will be invited to write a short poem in braille choosing their own theme. Primary school learners may work with their RTVs. Intermediate, secondary and transition students will be invited to submit their own poems. The competition will run during Term 2 closing on 18 September.

Amanda undertook to send out a draft call for entries with an application form for trustees to provide feedback.

# 11 Promotion, digital engagement and communications

Paul reported there are two or three posts each week to the BANZAT Facebook page.

# 12 Strategic Framework for the Provision of Braille Services

The next meeting is on Thursday 6 August from 9am to 11am which will be both face to face and by phone.

# 13 September AGM preparations

The tenth Annual General Meeting of BANZAT is on Tuesday 15 September 2020 in the Board Room at Awhina House, Blind Foundation, 4 Maunsell Road, Parnell. This year's invitation list had been circulated to trustees who were asked for amendments before 30 June. The invitations should go out in early July.

At this year's AGM there will be the presentation of our Performance Report and election of officers. We also need to confirm bank signatories.

# 14 BANZAT 10th anniversary

We received a report from the investigating subcommittee of Wendy, Maria and Chantelle. Karen Stobbs is supportive of the celebration being held on 17 November at BLENNZ and will discuss this with her senior team. Emails to and from Karen are listed in this meeting's Correspondence.

Maria said the proposal was to begin the BANZAT meeting at 1pm. At 4:30pm there would be a presentation about the history of BANZAT with some musical items from students. Dinner was proposed for approximately 5:30pm.

# 15 Trustee reports

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

• Blind Citizens NZ: Leyna Coleman.

• Blind Low Vision NZ: Chantelle Griffiths, David Smith.

• Braille Music: Dr Wendy Richards.

• Kāpō Māori: Maria Stevens.

• Massey University Postgraduate Diploma in Specialist Teaching Blind and Low Vision: Nicola McDowell.

• Parents of Vision Impaired NZ Inc.: Justine Edwards.

It was agreed:

That the above written and verbal reports be received. (Res. 50-6).

# 16 Schedule of meetings and closure

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

The meeting closed at 3:09pm.

NOTE: These Minutes were confirmed at Meeting 51 on 15 September 2020.

**Chairperson Maria Stevens**

**Date**

# Attachment A: Correspondence schedule Meeting 50, 16 June 2020

To Trustees with the Unconfirmed Minutes of Meeting 49 on 10 March 2020, the Unconfirmed In Committee Minutes of Meeting 49 held on 10 March 2020, and the Confirmed Minutes of Meeting 48 held on 19 November 2019.

Trustee appointments:

To Karen Stobbs re BLENNZ appointee to BANZAT, copied to Jenny McFadden;

To NZ Braille Group calling for expressions of interest to fill three vacancies on BANZAT;

See Item 4 above.

Income and expenditure:

From Charities Services with Information on COVID-19 for registered charities, forwarded to trustees;

From Charities Services with April Newsletter;

From Charities Services with Charities Services webinar and online clinics;

To and from Charities Services signing up for the one-on-one meeting with the Senior Accountant reported on in the Treasurer's commentary above;

From and to Andrew Phillips, Manager Engagement and Business Improvement re accessibility issues with the Charities Services website, receiving a commitment to fix these over the next six to 12 months;

From Charities Services advising their Reminder emails are restarting;

To and from Jen Goulden, ICEB Treasurer, confirming that the BANZAT payment has been sent for the 2020 ICEB fees and advice that the payment has been received;

To and from David Inglis of Travel Managers re a refund of Maria Stevens air fares by Air New Zealand, confirming this has been received;

To and from Greg Hurn, BLVNZ Chief Financial Officer, seeking another accounts reviewer with the resignation of Nadine Baker from the Finance Manager role, with a reply advising that Peter Hine, Nadine's successor, is happy to take on the role;

See Item 5 above.

ICEB and BANZAT Code Maintenance Committee:

From the ICEB Public Relations Officer, Leona Holloway, with ICEB newsletter issue 6, March 2020;

From the ICEB Public Relations Officer advising the retirement of Phyllis Landon as UEB Code Maintenance Committee Chair;

See Item 6 above.

ABA and Round Table:

From Leona Holloway with ABA Facebook Updates for March, April and May 2020;

From Maria Stevens forwarding ANZAGG facebook updates in March 2020;

From Kathleen Riessen with ABA Workshop to be held via Zoom on 18 June, forwarded by Maria Stevens;

From the Round Table President advising the postponement of the 2020 Round Table conference until 15-18 May 2021;

See Item 7 above.

Trans-Tasman Certificate of Proficiency in Unified English Braille:

From and to Kathryn Stevenson with an enquiry about sitting the Certificate;

Emails among trustees to set up the 20 May Zoom meeting to discuss the Trans-Tasman Certificate Process Review;

See Item 8 above.

Accreditation of producers and professional development:

To NZ Braille Group and BANZAT group inviting applications to be an accredited braille producer which close 30 June;

To Rose Wilkinson with BANZAT's reply comments about amendments to Policy 7, agreeing to a meeting with her and suggesting 15 September as a possible date;

See Item 9 above.

BANZAT 10th anniversary:

To and from Karen Stobbs re proposal to hold 10th anniversary celebrations at BLENNZ on 17 November, with agreement in principle;

See Item 14 above.

From Maria Stevens with Join the Space Project AstroHunters with a call to submit students' questions!

From Maria Stevens forwarding Announcing 2020 conference presentations available on SPEVI website.

From Maria Stevens forwarding SPEVI conference goes virtual: 18-19 January 2021.

From Tony Grima advertising Free digital downloads of 3 NBP books!

From PVI with their April 2020 Newsletter.

From Rose Wilkinson with announcement of the 2020 Onkyo Braille Essay Contest.

From Maria Stevens forwarding Free online lessons for children with VI, their parents and teachers.

From Andrew Severn enquiring about New Zealand producers for Braille ID's for bus stops (Victoria, Australia) forwarded to Maria Stevens.

# Attachment B: Dates

This refers to Item 16 above.

The Braille Authority of New Zealand

Aotearoa Trust (BANZAT)

# Dates for the diary

Monday 19 to Saturday 24 October New Zealand time, seventh General Assembly International Council on English Braille, to be held online.

6 November, send out Agenda for BANZAT meeting 53 to be held on 17 November.

10 November, observers who wish to attend the 17 November meeting to contact the BANZAT secretary by this date.

17 November, 12:30pm, BANZAT meeting 53, Homai Campus BLENNZ, 2 McVilly Road, Manurewa.

4 January 2021, World Braille Day, 212 years since 4 January 1809, birthday of Louis Braille.

18-19 January, SPEVI Virtual Conference.

15-18 May, Round Table on Information Access for People with Print Disabilities, 2021 Conference, Melbourne.

## 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.

10 September 2019, Meeting 47, BANZAT Ninth Annual General Meeting.