The Braille Authority of New Zealand

Aotearoa Trust (BANZAT)

# Confirmed Minutes of Meeting 42 of The Braille Authority of New Zealand Aotearoa Trust, the eighth Annual General Meeting, held in the Board Room, Awhina House, Blind Foundation, 4 Maunsell Road, Parnell, on Tuesday 11 September 2018, commencing at 3:04pm

# 1 Welcome, attendees, apologies

The Chair, Maria Stevens, welcomed everyone to the eighth Annual General Meeting of the Trust. Maria went through the evacuation procedures and the location of the toilets.

Maria particularly thanked Paula Waby, appointed by Blind Citizens NZ, for her service on the trust since its inception in 2010 and Julia Budd (appointed by trustees of the five founding organisations) for her service since 2015. She welcomed Leyna Coleman (appointed by Blind Citizens NZ), Paul Brown and Nicola McDowell (both appointed by trustees of the five founding organisations) to the trust. Maria welcomed back Chantelle Griffiths who has been reappointed by the Blind Foundation.

Maria then invited trustees to introduce themselves, explaining their backgrounds and who had appointed them. Then she invited observers to introduce themselves. She also called for apologies.

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| Name | Appointed by | Term Expires |
| Trustees |  |  |
| Rev. Dr Julia Budd | The Seven | 2018 |
| Leyna Coleman | Blind Citizens NZ | 2021 |
| Chantelle Griffiths | Blind Foundation | 2021 |
| Peter McGlinchey | Blind Foundation | 2019 |
| Wendy Richards | The Seven | 2020 |
| Mary Schnackenberg, Secretary/Treasurer | The Seven | 2020 |
| Maria Stevens, Chairperson | Kāpō Māori | 2019 |
| Natalie Stewart | BLENNZ | 2019 |
| Vacancy | Parents of Vision Impaired | 2021 |
| Apologies Trustees |  |  |
| Jenny McFadden | BLENNZ | 2020 |

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| Name | Organisation |
| Observers |  |
| John Lambert | AUT |
| Paul Brown | Incoming BANZAT Trustee |
| Nicola McDowell | Incoming BANZAT Trustee |
| Peter Hoskin | Blind Foundation Board |
| Kathryn Johns | Blind Foundation |
| Clive Lansink (from 3:30pm) | Blind Foundation Board |
| Fozia Mannon | Blind Foundation |
| David Smith | Blind Foundation |
| Vicky Tyler | Blind Foundation |
| Linda Wright | Blind Foundation |
| Tewai Halatau | Vision Pacific |
| Latoa Halatau | Vision Pacific |
| Apologies Observers |  |
| Philip Miles Digital Solutions Lead | Auckland Libraries |
| Dr Greg Morgan Head of Digital Solutions and Innovation | Auckland Libraries |
| Karen Plimmer | Former BANZAT Trustee |
| Janet Reynolds | Former BANZAT Trustee |
| Marion Satherley | Former BANZAT Trustee |
| Raeleen Smith | former BANZAT Trustee |
| Paula Waby | former BANZAT Trustee |
| Nathaniel Louwrens | BLENNZ Board |
| Martine Abel-Williamson | Blind Citizens NZ |
| Dr Jonathan Godfrey | Blind Citizens NZ |
| Nadine Baker | Blind Foundation |
| Sandra Budd | Blind Foundation |
| Anja Gibbs | Blind Foundation |
| Rick Hoskin | Blind Foundation Board |
| Geraldine Lewis | Blind Foundation |
| Nicola Owen | Blind Foundation Board |
| Genna Saifiti | Blind Foundation |
| Judy Small | Blind Foundation Board |
| Chrissie Cowan | Kāpō Māori |
| Raewyne Lovich | Kāpō Māori |

|  |  |
| --- | --- |
| Name | Organisation |
| Apologies Observers (Contd.) |  |
| Coll O'Connor | Ministry of Education |
| Simon Latimer | Office of the Ombudsman |
| David Heather | Parents of Vision Impaired |
| Neil Jarvis | Round Table Treasurer |
| Vincent Naidu | VinciLaw |
| Maurice Sloane | Vision Associates HumanWare |

Apologies were accepted by agreement.

# 2 In memoriam

Members stood in silence to honour those in the braille community who have passed away in the last 12 months. Particular mention was made of Champ Fenton.

# 3 Minutes

## 3.1 Confirmation of Minutes of Meeting 37, the seventh Annual General Meeting, held on 5 September 2017.

It was resolved:

That the Minutes of Meeting 37, the seventh Annual General Meeting of The Braille Authority of New Zealand Aotearoa Trust held on Tuesday 5 September 2017 be confirmed.

Moved: M. Stevens. Seconded: C. Griffiths. (Res. 42-1).

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

No matters were raised.

# 4 Annual Performance Report with Financial Statements

The Chair, Maria Stevens, introduced the Annual Performance Report. Then trustees summarised the sections of the report.

Treasurer Mary Schnackenberg presented the financial statements for the year ended 30 June 2018 which are included in the Annual Performance Report. She also read the review letter provided by Nadine Baker, the Blind Foundation Finance Manager. Mary thanked Nadine for her generous support.

It was resolved:

That the Annual Performance Report, including the financial statements, of The Braille Authority of New Zealand Aotearoa Trust for the year ending 30 June 2018 be adopted.

Moved: M. Schnackenberg. Seconded: L. Coleman. (Res. 42-2).

# 5 Election of officers

### Chairperson

At 3:33pm Maria stepped down from the Chair and invited Trustee Wendy Richards to conduct the election of Chair. Wendy called for nominations. Maria Stevens was nominated by N. Stewart, seconded by L. Coleman. As there were no further nominations, Maria Stevens was declared the Chair for the 2018-2019 year.

At 3:34pm Maria resumed the Chair.

### Secretary-Treasurer

Mary Schnackenberg was nominated by W. Richards, seconded by J. Budd. As there were no further nominations, Mary was declared the Secretary-Treasurer for the coming year.

# 6 Cheque signatories

The cheque signatories for the ASB Bank accounts held by BANZAT have to be reviewed and appointed at the AGM. Three signatories are required, two of whom approve each payment. Currently the signatories are: Jenny McFadden, Natalie Stewart and Mary Schnackenberg.

It was resolved:

That the cheque signatories for the ASB Bank accounts held by BANZAT for the 2018-2019 year be Jenny McFadden, Natalie Stewart and Mary Schnackenberg.

Moved: M. Stevens. Seconded: W. Richards. (Res. 42-3).

# 7 “Show and tell”

Trustee Chantelle Griffiths talked about some recently arrived items of braille-related equipment. There were some 3d resources from Maria Geisler, a parent from Taupo.

Trustee Natalie Stewart explained the competition being run for students and showed the entry from one of the primary schools. The closing date for the competition has been extended to 16 November.

# 8 New business

Maria offered our guests the opportunity to raise questions and provide comment and feedback.

# 9 Vote of thanks and Closure

Maria thanked everyone for attending. She invited our guests and trustees to stay for refreshments.

The meeting closed at 3:41pm.

Note: These Minutes were confirmed at the Ninth Annual General Meeting held on 10 September 2019.

**Chairperson Maria Stevens**

**Date**