The Braille Authority of New Zealand

Aotearoa Trust (BANZAT)

### “BANZAT Building Better Braille”

# Confirmed Minutes of Meeting 68 of The Braille Authority of New Zealand Aotearoa Trust, the 13th Annual General Meeting, held in the Technology Room at BLENNZ, 2 McVilly Road, Manurewa, and via Zoom, on Tuesday 19 September 2023, commencing at 3:00pm

# 1. Welcome, attendees, apologies

The Chair, Maria Stevens, welcomed everyone to the 13th Annual General Meeting of the Trust. She particularly welcomed Nigel Ngahiwi to his first meeting as a newly appointed Trustee from Kāpō Māori Aotearoa. She also welcomed observers attending via Zoom.

Maria invited trustees to introduce themselves, explaining their backgrounds and who had appointed them. She then invited observers to introduce themselves. She also called for apologies. She advised the meeting of the apology from Trustee Justine Edwards.

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| --- | --- | --- |
| Name | Appointed by | Term Expires |
| Trustees |  |  |
| Paul Brown | Founding Organisations | 2024 |
| Leyna Coleman | Blind Citizens NZ | 2024 |
| Amanda Gough | BLENNZ | 2025 |
| Dr Nicola McDowell via Zoom | Founding Organisations | 2026 |
| Nigel Ngahiwi | Kāpo Māori Aotearoa | 2025 |
| Dr Wendy Richards via Zoom | Founding Organisations | 2023 |
| David Smith | Blind Low Vision NZ | 2025 |
| Maria Stevens, Chairperson | Founding Organisations | 2026 |
| Karen Stobbs | BLENNZ | 2023 |
| Leeanne Wojtowicz | Blind Low Vision NZ | 2024 |
| In Attendance |  |  |
| Mary Schnackenberg, Secretary/Treasurer |  |  |

|  |  |
| --- | --- |
| Name | Organisation |
| Observers |  |
| Chantelle Griffiths | Incoming trustee Founding Organisations |
| Fiona Hansen | Incoming Trustee BLENNZ |
| Rose Wilkinson | Blind Citizens NZ |
| Paula Waby | Blind Citizens NZ former Trustee |
| Dave Allen | Blind Sight |
| Peter Hine | BLVNZ |
| Nigel Waring | BLVNZ |
| Clive Lansink | RNZFB Board Chair |
| Raeleen Smith | former trustee |
| Tewai Halatau | Vision Pacific |
| latoa Halatau-Talagi | Vision Pacific |
| Jonathan Mosen | WorkBridge CEO |
| Apologies |  |
| Nicola Owen | Audio Described Aotearoa |
| Dr Jonathan Godfrey | Blind Citizens NZ National President |
| Martine Abel-Williamson | RNZFB Board Director |
| Greg Hurn | Blind Low Vision NZ Acting Chief Executive |
| Ron Scott | RNZFB Board Director |
| Neil Jarvis | Intopia |
| Justine Edwards | Parents of Vision Impaired NZ, Trustee |

It was resolved:

That apologies be accepted.

Moved: P. Brown. Seconded: L. Wojtowicz. (Res. 68-1).

# 2. In memoriam

Here we remember friends in the Braille sector who have passed away in the last 12 months. We recalled Andrew Taylor, who was the lead singer in The Radars, the Auckland band who played popular music in clubs and pubs from the 1960s to the 1980s. Members stood in silence to honour him.

# 3. Minutes

## 3.1. Confirmation of Minutes of Meeting 62, the 12th Annual General Meeting, held on 13 September 2022.

It was resolved:

That the Minutes of Meeting 62, the 12th Annual General Meeting of The Braille Authority of New Zealand Aotearoa Trust held on Tuesday 13 September 2022 be confirmed.

Moved: P. Brown. Seconded: A. Gough. (Res. 68-2).

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

No matters were raised.

# 4. Highlights for the Year Ended 30 June 2023

The Chair explained that we have not been able to finalise the Performance Report and have it reviewed. However trustees shared highlights from activities carried out during the year under review.

Speaking to the information shared about The Braille Challenge, observer Paula Waby said how much she enjoyed being one of the adult mentors for the Braille ākonga.

Trustee Paul Brown advised BANZAT will shortly be publicising the Braille Producer Training Course. BANZAT has received funding from the New Zealand Lottery Grant Board towards the costs of the course. Paul asked that this opportunity be shared widely around the networks.

# 5. Election of officers

At 3:24pm, Maria Stevens stepped down from the Chair and Karen Stobbs assumed the role of the Chair.

Karen called for nominations for the position of Chair.

Maria Stevens was nominated by A. Gough, seconded by L. Coleman. As there were no further nominations, Karen declared Maria the Chair of BANZAT for the 2023-2024 year. Maria thanked trustees.

Maria resumed the Chair.

Maria called for nominations for the position of Secretary-Treasurer. Mary Schnackenberg was nominated by P Brown, seconded by N. Ngahiwi. As there were no further nominations, Maria declared Mary the Secretary-Treasurer for the 2023-2024 year. Mary thanked trustees.

# 6. Bank signatories

Maria explained that the 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 Amanda Gough, Wendy Richards and Mary Schnackenberg. Sadly, we are losing Wendy Richards who did not seek re-appointment to the Trust this year.

It was resolved:

That the signatories for BANZAT bank accounts for the 2023-2024 year be Amanda Gough, Mary Schnackenberg, Wendy Richards (until she is replaced), Paul Brown, and Leeanne Wojtowicz.

Moved: K. Stobbs. Seconded: L. Coleman. (Res. 68-3).

# 7. New business

Nigel Waring, BLVNZ Head of Technology and Accessibility, asked if he could raise his proposal concerning New Zealand's Braille Format Guidelines. Maria explained that trustees had arranged to discuss this proposal with him as the first item of business at our earlier meeting in the day. As this had not happened, she declined to take this as an item for the AGM. Maria undertook to arrange a meeting of trustees with Nigel and finalise its decision at the Trust's November meeting.

No other matters were raised.

# 8. Vote of thanks and Closure

Very warm votes of thanks were offered to three trustees who are stepping down as trustees.

Wendy Richards joined the Trust in its founding year of 2010. Wendy has brought our attention to Music Braille and the empowering nature of music for inclusion of blind and low vision youngsters. She also facilitates the music retreats of adult Braille music users.

Karen Stobbs has helped BANZAT to sort out the costs of running the Certificate Examination, other funding issues, and strategic planning.

Mary Schnackenberg has stepped down as another of the founding trustees. However, she is continuing as Secretary-Treasurer.

Chair Maria also welcomed Fiona Hansen from BLENNZ and Chantelle Griffiths appointed by the Founding Organisations who will take up their Trustee responsibilities at the conclusion of this AGM.

Maria closed the meeting closed at 3:30pm.

Note: These Minutes were confirmed at the 14th Annual General Meeting held on 25 September 2024.

**Chairperson Maria Stevens**

**Date**