The Braille Authority of New Zealand

Aotearoa Trust (BANZAT)

### “BANZAT Building Better Braille”

# Confirmed Minutes of Meeting 75 of The Braille Authority of New Zealand Aotearoa Trust, held over Zoom on Wednesday 26 February 2025 commencing at 12:31pm.

# 1. Welcome, attendees, apologies

Chair Maria Stevens welcomed everyone to the meeting and began the roll call.

|  |  |  |
| --- | --- | --- |
| Name | Appointed by | Term Expires |
| Trustees |  |  |
| Paul Brown, Vice Chair | Founding Organisations | 2027 |
| Leyna Coleman | Blind Citizens NZ | 2027 |
| Amanda Gough | BLENNZ | 2025 |
| Chantelle Griffiths | Founding Organisations | 2026 |
| Dr Nicola McDowell until 1:22pm | Founding Organisations | 2026 |
| Maria Stevens, Chairperson | Founding Organisations | 2026 |
| Vacancy | Parents of Vision Impaired | 2024 |
| In Attendance |  |  |
| Mary Schnackenberg, Secretary/Treasurer |  |  |
| Observers |  |  |
| There were no observers. |  |  |
| Apologies |  |  |
| Fiona Hansen | BLENNZ | 2026 |
| Joy Martin-Holm | Blind Low Vision NZ | 2025 |
| Nigel Ngahiwi | Kāpo Māori Aotearoa | 2025 |
| Leeanne Wojtowicz | Blind Low Vision NZ | 2027 |

# 2. Minutes

## 2.1. Unconfirmed Minutes Meeting 74 on 27 November 2024

It was resolved:

That the Minutes of Meeting 74 of The Braille Authority of New Zealand Aotearoa Trust held on Wednesday 27 November 2024 be confirmed.

Moved: N. McDowell. Seconded: A. Gough. (Res. 75-1).

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

No matters were raised.

# 3. Correspondence

The Secretary went through the items of correspondence received or sent since the circulation of the revised Agenda on 25 February 2025.

It was agreed:

That inwards correspondence be received and outwards correspondence be endorsed. (Res. 75-2).

# 4. Finance, Income and Expenditure

## 4.1. ASB Bank Transactions and Treasurer's Commentary

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

|  |  |  |
| --- | --- | --- |
| Date | Description | Amount |
| 27Nov24 | **Opening balance ASB Bank account** | **$49,098.46** |
| 06Dec24 | From Elaine Gilmour, part payment for one ICEB glass coaster | +$40.00 |
| 10Dec24 | From Elaine Gilmour, payment of GST being the balance of ICEB glass coaster | +$6.00 |
| 18Feb25 | To International Council on English Braille, USD 500.00 2025 Membership Fees | $896.11 |
| 20Feb25 | To Bank of Nova Scotia, fees for ICEB International Money Transfer | $8.93 |
| 20Feb25 | From ASB Bank, partial refund of payment to ICEB | +$843.07 |
| 21Feb25 | To Charities Services, annual return fee | $51.11 |
| 21Feb25 | To Maria Stevens, reimburse Round Table air fares Melbourne flights May 2025 | $898.27 |
| 21Feb25 | To Maria Stevens, reimburse Air New Zealand travel insurance May Round Table | $58.00 |
| 26Feb25 | Closing balance | $48,075.11 |
|  | Made up of |  |
| 26Feb25 | The St Anne's Trust for the North Shore Sight Impaired Fund, prizes Braille reading competitions for children, balance as at 30Jun24 $469.68 + GST; see note in Commentary below | $540.13 |
| 26Feb25 | ICEB Travel Fund, balance after transfer at 30 June 2025 $8,000 | $8,000.00 |
| 26Feb25 | New Zealand Lottery Grant Board Braille Producer Training Course 30 June 2024 $6,452.49 to be spent prior to 30 June 2025 | $6,452.49 |
| 26Feb25 | Outstanding meeting fees from 2023-2024 financial year | $1,000.00 |
| 26Feb25 | Cash on hand to run the Trust until 30 June 2025 $32,082.49 + GST | $36,894.86 |

### Commentary: Mary Schnackenberg

On 18 February I loaded and authorised with Leeanne the payment of the 2025 Membership Fees for the International Council on English Braille. The new Treasurer changed the Swift Code from the one used last year to a new Code. I chose to follow the Swift Code provided in the invoice by the new Treasurer. Because the new Swift code was incorrect, a refund of $843.07 was paid on 20 February. Because of exchange rate variations and bank fees, BANZAT has lost NZD 61.97. I am asking ICEB to raise a new invoice, correcting the Swift code and discounting the ICEB Membership Fees by USD 40.00, the approximate amount of the Swift code error.

BANZAT is committed in this current budget to the transfer of $4,000.00 into the ICEB Travel Fund at 30 June 2025. This is to put aside funds to travel to the Mid-Term Executive Committee meeting to be held in Boston in June 2026. I recommend BANZAT doubles that transfer at 30 June 2025 to $8,000.00. International travel costs to Boston will be considerable and I recommend BANZAT captures any underspend in this financial year. I have noted this liability in the figures above.

The balance in the Producer Training Fund is available to be spent with some additional budget provision from BANZAT's general funds of $2,651.31 for the meeting at the end of March. BANZAT has been asked to pay the course leader, Chantelle Griffiths, an additional $1,470 to take this course as well as prepare the necessary course materials. This request is in the draft resolution below.

BANZAT has not received an invoice for lunches on 25 September prior to the trust's routine meeting.

BANZAT has also not received an invoice for the 2024 Braille Challenge prizes. In an email received on 25 February I have been advised that BLENNZ prefers that BANZAT considers BLENNZ payment for the prizes as a contribution to the costs of BANZAT. However, the Trust is holding money from the donation from The St Anne's Trust for the North Shore Sight Impaired Fund, prizes Braille reading competitions for children. I recommend BANZAT donates the balance in the fund of $540.13 including GST to BLENNZ.

In BANZAT's Strategic Plan 2024-2027 there are two expenditure goals in this current year's budget. Goal 9 is Update the New Zealand UEB Manual to incorporate changes since the 2017 edition, for $1,400. Also Goal 10 is Update the New Zealand booklet Essentials of Braille Formatting with any changes since the 2014 edition, for $1,400. I have drafted Requests for Proposal which will be discussed later in this Agenda.

There are seven Braille coasters remaining for sale following the ICEB General Assembly. These are bought from Maria.

I have let trustees know that the Charities Act has been updated and there are new requirements for Tier Three Charities to meet. BANZAT is a Tier Three charity. I will look into this prior to 30 June 2025. Charities Services newsletters are providing helpful guidance with several links to these changes.

Forms have been submitted to make Leeanne Wojtowicz and Amanda Gough BANZAT bank account signatories in ASB's Broadway Branch which holds BANZAT's Business account.

BLVNZ has asked BANZAT to submit its budget by the end of February for the 2025-2026 year. The draft budget has been prepared.

Following discussion:

It was resolved:

That the Treasurer's written and verbal report be received, that payments be approved,

That the transfer to the ICEB Special Fund at 30 June 2025 be increased to $8,000.00, subject to available unspent funds;

That BANZAT donates to BLENNZ $540.13 being the balance in The St Anne's Trust for the North Shore Sight Impaired Fund, to be spent on prizes for Braille reading competitions for children, Now known as The Braille Challenge, subject to discussions with the Principal of BLENNZ; and

That an additional $1,470.00 be paid to Chantelle Griffiths for the extra hours to lead the 29-30 March Braille Producer Training workshop and write the additional course materials.

Moved: P. Brown. Seconded: L. Coleman. (Res. 75-3).

## 4.2. Draft Budget 2025-2026

The BLVNZ Chief Executive, Andrea Midgen, asked BANZAT to present its 2025-2026 Budget by 28 February 2025. Trustees talked through the draft budget and made several amendments. Here is the amended budget with the Notes to the Budget as provided to BLVNZ on 28 February 2025.

|  |  |
| --- | --- |
| Description | Budget |
| Figures exclude GST and are rounded to nearest dollar |  |
| Income and Expenditure Budget 2025-2026 |  |
| Income |  |
| Reserves brought forward at 30 June 2025 (1) | $16,894 |
| Grant requested from BLVNZ (1) | $24,000 |
| Accreditation annual renewal (2) | $150 |
| Trans-Tasman Certificate of Proficiency in UEB (3) | $840 |
| Total Reserves and Income less Certificate | $41,044 |
| Expenditure |  |
| Strategic Objective 4.1: Ensure the UEB Code is updated to meet the needs of users and reflect current trends in print, remaining relevant to the bi-cultural environment in Aotearoa New Zealand, Goals 1-6 |  |
| Goal 2 Registration, travel and accommodation BANZAT delegate to Australia, ABA and Round Table May 2026 (4) | $4,000 |
| Goal 3 Annual Membership fee ICEB (5) | $920 |
| Goal 6. Attend Mid-Term meeting of ICEB Executive Committee, Boston, June 2026 (6) | $12,000 |
| Strategic Objective 4.2: Support and monitor the production of Braille in Aotearoa New Zealand |  |
| Goals 7 & 8 Trans-Tasman Certificate of Proficiency in UEB (3) | $840 |
| Goal 7 Setting and Marketing Examination for Individual Braille Producer accreditation (7) | $1,000 |
| Goal 8. Review with ABA and update as appropriate the Guidelines and the process for the Trans-Tasman Certificate of Proficiency in UEB (8) | $1,000 |
| Goal 9 Update the New Zealand UEB Manual to incorporate changes since the 2017 edition, 50 Hours @ $70.00 per hour (9) | $3,500 |
| Goal 10 Update the New Zealand booklet Essentials of Braille Formatting with any changes since the 2014 edition, 50 Hours @ $70.00 per hour (9) | $3,500 |
|  |  |

|  |  |
| --- | --- |
| Strategic Objective 4.4: Ensure Governance procedures are up to date and steps have been taken towards long-term Sustainability, Goals 16-18 |  |
| Meeting attendance fees (10) | $12,100 |
| Less Donated Services meeting attendance fees (11) | -$7,700 |
| Preparation of fundraising applications (12) | $1,800 |
| Administration (13) | $4,000 |
| Website domain name registration (14) | $80 |
| Charities Services annual return fee (15) | $44 |
| Travel by trustees (16) | $1,500 |
| Catering (17) | $300 |
| Goal 17. Arrange governance training for trustees and review the Trust Deed written in 2010, in line with the Charities Act requirement to review the Trust's governance procedures at least once every three years (18) | $3,000 |
| Total expenses less Certificate | $41,044 |
| Surplus Income less Expenditure at 30 June 2026 | $0 |
| Special Funds |  |
| ICEB Travel Fund |  |
| Opening balance 30 June 2024 | $0 |
| Transfer from General Funds to ICEB Travel Fund at 30 June 2025 (6) | $8,000 |
| Transfer from General Funds to ICEB Travel Fund at 30 June 2026 (6) | $4,000 |
| Closing balance 30 June 2026 ICEB Travel Fund | $12,000 |
| The St Anne's Trust for the North Shore Sight Impaired Fund, prizes Braille reading competitions for children, The Braille Challenge |  |
| Opening balance 30 June 2024 | $469 |
| Cost of Braille Challenge prizes | $469 |
| Closing balance 30 June 2025 The St Anne's Trust for the North Shore Sight Impaired Fund | $0 |
| Braille Producer Training Project |  |
| Opening Balance 30 June 2024 | $6,452 |
| Course completed by 30 June 2025 so funds spent | $6,452 |
| Closing Balance 30 June 2025 Braille Producer Training Project | $0 |
| Total Special Funds |  |
| Opening balance 30 June 2024 | $6,921 |
| Closing balance 30 June 2026 | $12,000 |

### Notes to the 2025-2026 Budget

(1) Reserves of $16,894 have been brought forward into the Income section. The BLVNZ grant was $15,000 in the 2025 year. BANZAT is seeking a grant of $24,000 in the 2026 year.

(2) Accreditation annual renewal at $50 per annum: Trustees anticipate two new accredited individuals to join the one individual already accredited, $150.

(3) Certificate examination costs have been included with a cost per candidate of $420. At this stage it is not possible to forecast the number of candidates as applications close in August. The number has been reduced to two candidates. The amount has been budgeted in both income and expenditure, a cost neutral provision which has been subtracted from the totals of both Income and Expenditure, $840.

(4) Registration, travel and accommodation BANZAT delegate to Australia ABA and Round Table, May 2026, to maintain professional development and co-operation with the Australian Braille Authority. The Australian city holding the 2026 Round Table has not yet been announced, $4,000.

(5) Annual Membership fee ICEB, USD 500. The budget allows for a lower exchange rate, $920.

(6) Cost of ICEB Mid-Term Executive Committee Meeting June 2026: International travel, accommodation and meal costs have risen significantly since the 2018 Mid-Term Executive Committee meeting in Dublin, Ireland. At 30 June 2025 the ICEB Special Fund is planned to be $8,000. A further $4,000 is budgeted for the Fund in the 2026 year, $12,000.

(7) Setting and marking examination for accreditation of two Individual Braille Producers: Trustees expect two attendees at the Braille Producer Training Course who have passed the Trans-Tasman Certificate of Proficiency in UEB will go on to obtain accreditation from BANZAT to produce Braille in New Zealand, $1,000.

(8) Goal 8. Review with the Australian Braille Authority and update as appropriate the Guidelines and the process for the Trans-Tasman Certificate of Proficiency in UEB with provision for writing tasks to achieve this goal, $1,000.

(9) Goal 9 about updating the NZ UEB Manual, and Goal 10 about updating the 2014 Format Guidelines were in the 2025 Budget at a preliminary cost for each document of $1,400. These documents were written for BANZAT by experienced transcribers in the Accessible Format Services of BLVNZ. BANZAT is going out to market to recruit transcribers with the requisite skills and experience. The Trust expects to have recruited writers for these tasks and commenced work by 30 June 2025. Because of the size of each document expected in both print and Braille, costs are anticipated to be higher with further provision in FY26, $7,000.

(10) Meeting attendance fees, 11 trustees, at $100 per meeting hour, 11 hours per trustee, $12,100.

(11) Less Donated Services meeting attendance fees, 7 trustees, at $100 per meeting hour, 11 hours per trustee, -$7,700.

(12) Preparation of fundraising applications, this budget provision was encouraged by the chief executives of the founding organisations, 30 hours @ $60 per hour, $1,800.

(13) Administration by Secretary/Treasurer: maintain website, meetings agendas and minutes, correspondence, accounts, prepare annual Performance Report, 80 hours @ $50 per hour, $4,000.

(14) Website domain name registration (2 addresses), $80.

(15) Charities Services annual return fee, BANZAT income is likely to continue above $10,000 per annum, $44.

(16) Travel by trustees, air fares, taxis, mileage reimbursements, overnight accommodation: Braille is a hands-on literacy medium. If new electronic Braille displays or tactile graphics are to be reviewed, trustees need to meet as a group to examine them. In FY25 the budget was for one face-to-face meeting, the AGM and routine meeting held in September 2024. In FY26 2 meetings are planned over Zoom and 2 meetings are planned face to face, $1,500.

(17) Catering, food and (if necessary) room hire, $300.

(18) Goal 17. Arrange governance training for trustees and review the Trust Deed written in 2010, in line with the Charities Act requirement to review the Trust's governance procedures at least once every three years. Legal fees to revise the Trust Deed if necessary are forecast, $3,000.

It was resolved:

That the budget for 2025-2026 as amended be confirmed and submitted to the BLVNZ Chief Executive by 28 February 2025.

Moved: P. Brown. Seconded: N. McDowell. (Res. 75-4).

# 5. Strategic Plan 2024-2027

## 5.1. Finalise Goal 1

Current wording: Goal 1. Ensure queries about the Braille Code used in te reo are referred to Kāpō Māori Aotearoa. (Ongoing).

Proposed wording: Goal 1. Partner with Kāpō Māori to ensure Māori-first leadership of Te Reo Braille usage, implementation and initiatives in Aotearoa New Zealand. (Ongoing).

Trustees agreed to seek Nigel's opinion and possible approval. If Nigel approves, trustees will vote on the plan by email. If adopted the email vote would be formally recorded at a resolution at the next meeting. Maria undertook to action this.

## 5.2. Goal 5. Emojis.

Goal 5. Recommend to ICEB the development of UEB code symbols for emojis. (Year 1).

Maria, as the Trust's appointee to the Code Maintenance Committee, is writing to the CMC to ask if this request can be made a Charge (task) for the CMC.

## 5.3. Goal 7 Producer Training Course

Goal 7. Increase the number of accredited Braille producers by at least 2 each year, counting BLENNZ and BLVNZ Braille producers who pass the Trans-Tasman Certificate of Proficiency in UEB as well as individuals who have passed the Certificate and then the Accreditation process in the Trust's Policy 7. (Ongoing).

The paper from Paul distributed with the Agenda was discussed. His recommendation was agreed in the Budget resolution above that Chantelle Griffiths be paid an additional $1,470.00 to complete course materials and lead the weekend course on 29-30 March. The budget figures for the weekend were also updated from those in the paper and were provided in the Agenda. Paul also noted that three people involved or connected to the course are in the process of setting up their businesses.

## 5.4. New Zealand UEB Manual

Goal 9. Update the New Zealand UEB Manual to incorporate changes since the 2017 edition. (Year 1, Year 2).

The draft Request for Proposal was reviewed. Trustees agreed to increase the number of hours for the contract writer from 20 hours to 50 hours in the budget for the next financial year. Agreement was to focus on recruiting a New Zealand writer at the outset. Reporting requirements of the writer to trustees should be strengthened in the draft RFP. Trustees asked that the skills requirements and the Person Specification also be strengthened. The contractor needs to be able to produce both print and Braille versions of the updated Manual. BANZAT would review applications and interview suitable people. Mary was asked to send an updated draft to trustees by 10 March.

Once the RFP was agreed, it should be sent to Braille email groups in New Zealand. Some individuals could be shoulder tapped, especially if they are not on the New Zealand Braille email groups.

Discussion turned to who would read through the applications. Trustees agreed a group of three was needed including one person who is not a BANZAT trustee.

## 5.5. Essentials of Braille Formatting

Goal 10. Update the New Zealand booklet Essentials of Braille Formatting with any changes since the 2014 edition. Among any other matters that may arise, consider the needs of ākonga learners of Braille and also a format that might be more suitable for short-life Braille handouts intended for experienced readers. (Year 1, Year 2).

This draft Request for Proposal was discussed. BANZAT should be responsible for organising the consultation with Braille readers.

## 5.6. Policy 7 Accreditation of Braille Producers

Goal 11. Update BANZAT Policy 7: Accreditation of Braille Producers working in Aotearoa New Zealand. (Year 1).

The Secretary will complete this prior to the final training weekend at the end of March.

## 5.7. Goal 13. Strategic Framework for the Provision of Braille Services

Goal 13. Monitor the implementation of Blind Citizens NZ Strategic Framework for the Provision of Braille Services in Aotearoa New Zealand. (Ongoing).

This initiative is led by Blind Citizens NZ. Their Chief Executive previously called the group together on 14 June 2022. There was discussion of the meeting she had called on Monday 3 February 2025. In attendance were:

Maria, Paul and Mary from BANZAT;

Rose Wilkinson and Leyna from Blind Citizens NZ;

Saul Taylor and Elaine Gilmour from BLENNZ;

Andrea Midgen and Dan Sheppard from LVNZ.

Each representative updated the meeting about their activities as Rose Wilkinson took attendees through the seven goals in the Strategy.

A question was asked about the process around repairs to Perkins Braille machines. Andrea provided an update by email. She wrote: “we have a stock of them and David has a fantastic process for getting these repaired and serviced by a local engineering company. Clients can choose to get an immediate replacement for one we have available off the shelf, or they can wait for their specific Perkins to get serviced and returned to them. If its one off the shelf the delivery turn around is 1-2 weeks depending on where they are located. If they want to keep hold of their specific one, it will take longer and could be 4-6 weeks. The service is free, and members can drop their Perkins off at any office to have it shipped to us, or courier it to South Auckland.”

Trustees agreed to ask the BLVNZ appointees to BANZAT, both of whom are apologies for this meeting, if the one to two week turnaround for an off the shelf Perkins Brailler replacement can be shortened.

Since the 3 February meeting, Maria has attended two meetings to review and update the seven goals in the Strategic Framework.

Andrea from BLVNZ advised that BLVNZ itself is running a Braille Project which will be led by Dan Sheppard. Maria has asked if BANZAT can appoint two representatives to the Braille Project group.

## 5.8. Goal 16. Independent Funding for BANZAT

Goal 16. Investigate independent sources of finance to enable BANZAT to continue its work. (Year 1).

This topic was discussed when Maria and BLVNZ trustees met with Andrea Midgen on 7 October 2024. In her notes, Maria reports that Andrea would like to be able to move forward co-operatively and offered a letter of support for Whaikaha when we are applying for funding. She also suggested getting support letters from the other founding organisations. Listed in the Correspondence is that the Secretary sent a note to Rose Wilkinson at Blind Citizens NZ about a need for support for any request to Whaikaha. A reply has not yet been received.

Paul and Maria reported that a meeting was arranged on 5 February with two Whaikaha staff. They were Rebecca Elvy, DCE Outreach and Innovation, and Sheryl Pinckney, General Manager, Partnerships and Stewardship. They asked useful questions about BANZAT. There is a similarity with the New Zealand Sign Language Board. BANZAT has one funder. Maria has followed up with a thank you.

The all of government accessible formats was previously managed by the Ministry of Social Development. Whaikaha is now responsible for this process.

Paul and Maria advised trustees to check back in with Whaikaha in April and seek a further meeting. When BANZAT formally seeks funding is the time to seek support from the founding organisations.

## 5.9. Goal 18. Manatu Orotau Statement of Collaboration

Goal 18. Revise Memorandum of Understanding with each of the BANZAT founding organisations, not reviewed since the Trust was set up in 2010. (Year 1).

Trustees agreed to finalise Goal 1. When that is achieved, the Manatu Orotau Statement of Collaboration should be sent by their appointees to the five founding organisations with the Strategic Plan.

# 6. Next meeting and closure

Time did not allow discussion of Items 6 to 14 from the Agenda. It was agreed to hold the next meeting of BANZAT in early April. Trustees will be emailed to finalise the date.

The meeting closed at 3:01pm.

NOTE: These Minutes were confirmed at Meeting 76 on 2 April 2025.

**Chairperson Maria Stevens**

**Date**

# Attachment A: Correspondence schedule Meeting 75, 26 February 2025

Administration:

To trustees with Unconfirmed Minutes of Meeting 74 on 27 November and Confirmed Minutes of Meeting 72 on 25 September 2024;

To Trustees, from Maria Stevens, with the Zoom link;

Emails among trustees calling for expressions of interest in the role of BANZAT Vice Chair, then voting for the new incumbent, resulting in the election of Paul Brown.

Finance, Income and expenditure:

To Callie Brusegaard, ICEB Treasurer, raising the Problem with the bank transfer of ICEB Membership Fees;

From Charities Services, Newsletter February 2025;

From Charities Services, Annual Return Payment Receipt;

See Item 4 above.

Strategic Plan

To trustees with the updated Strategic Plan including year assignments sent on 17 December with meeting Minutes, see Item 5 above;

From Rose Wilkinson with the Agenda for the Strategic Framework for the Provision of Braille Services meeting to be held on 3 February, see Item 5.7 above;

To Rose Wilkinson with request for possible support from Blind Citizens NZ in application to Whaikaha for BANZAT funding, see Item 5.8 above;

To Trustees with updated Manatu Orotau Statement of Collaboration sent on 17 December with meeting Minutes, see Item 5.9 above;

ICEB and BANZAT Code Maintenance Committee:

From Maria Stevens forwarding from the ICEB Announcements list on 19 December 2024 Announcing the release of the Third Edition of The Rules of Unified English Braille.

ABA and Round Table:

From Australian Braille Authority Chair, Tristan Clare, requesting Organisation Reports for National AGM by 14 March;

From the Round Table calling for registrations for the 2025 Conference;

Emails among trustees seeking financial support for Maria to attend the Round Table as the BANZAT delegate receiving full support from trustees.

Trustee appointments and correspondence:

From Rose Wilkinson advising the reappointment by Blind Citizens NZ of Leyna Coleman to BANZAT;

From BLVNZ with Start the Year with New Braille Books – January Giveaway!;

Regular updates from PVINZ.

# Attachment B: Dates

This refers to Item 6 above.

# BANZAT Dates for the Diary

Saturday, 24 May to Tuesday, 27 May, Round Table on Information Access for People with Print Disabilities, Melbourne.

Wednesday, 25 June, 12:30pm, BANZAT Meeting 77 over Zoom.

Friday, 1 August, email call for applications to sit the Trans-Tasman Certificate of Proficiency in Unified English Braille.

Friday, 29 August, applications close to sit the Trans-Tasman Certificate of Proficiency in UEB.

Tuesday, 16 September, send out week 1 papers for the Trans-Tasman Certificate of Proficiency in UEB.

Wednesday, 17 September, 12:30pm, BANZAT Meeting 78 in person.

Wednesday, 17 September, 3:00pm, BANZAT Meeting 79 AGM in person.

Monday, 22 September, to Sunday, 28 September, Week 1 Certificate in UEB.

Tuesday, 23 September, send out week 2 papers for the Trans-Tasman Certificate of Proficiency in UEB.

Monday, 29 September, to Sunday, 5 October, Week 2 Certificate in UEB.

Wednesday, 1 October, completed Week 1 Certificate Examination papers must be received by the Examiner.

Wednesday, 8 October, completed Week 2 Certificate Examination papers must be received by the examiner.

Friday, 31 October, advise candidates of their results in the Trans-Tasman Certificate of Proficiency in UEB.

Friday, 7 November, close of applications to resit the Trans-Tasman Certificate of Proficiency in UEB.

Wednesday, 26 November, 12:30pm, BANZAT Meeting 80 over Zoom.

Friday, 28 November, resit result sent to candidates in the Trans-Tasman Certificate of Proficiency in UEB.

Sunday, 4 January 2026, World Braille Day, 217 years since 4 January 1809, birthday of Louis Braille.

## 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.

15 September 2020, Meeting 52, BANZAT Tenth Annual General Meeting, held via Zoom because of COVID-19 restrictions.

17 November 2020, BANZAT Tenth anniversary celebration held at BLENNZ.

14 September 2021, Meeting 57, BANZAT 11th Annual General Meeting, held via Zoom because of COVID-19 restrictions.

13 September 2022, Meeting 62, BANZAT 12th Annual General Meeting, held at BLENNZ and via Zoom.

19 September 2023, Meeting 68, BANZAT 13th Annual General Meeting, held at BLENNZ and via Zoom.

25 September 2024, Meeting 73, BANZAT 14th Annual General Meeting, held at BLENNZ and via Zoom.