

**MINUTES OF THE SECOND ANNUAL GENERAL MEETING OF THE
FEDERATION OF SENIORNET SOCIETIES OF NZ, HELD AT THE
WELLINGTON AIRPORT CONFERENCE CENTRE ON
7 MAY 2008 AT 10.30AM.**

Welcome.

The Chairman, Ian Turner, welcomed everyone to the meeting. He asked that everyone participate fully in the meeting and that they give their name and branch before speaking. He thanked the Executive Officer, Grant Sidaway, for the comprehensive booklet prepared for the meeting.

Apologies. Apologies were received from the following SeniorNet Societies.

Eastern Bays, Hawera, Marlborough, Napier, Tauranga, Whangamata, Whangarei, Whitianga, Coromandel, Kaitaia, Matamata, New Plymouth.
Apologies were also received from committee members, Brian Nelson and Bruce Smart.

<u>Motion:</u>	That the apologies be accepted.	Carried.
Moved:	Ray McDonald	Eden/Roskill
Seconded:	Lois Goodsell	Kapiti.

Present. 24 SeniorNet members were present, representing the following 14 Learning Centres.

Eden/Roskill, Hibiscus Coast, Te Aroha, Hamilton, Hutt City, Porirua, Palmerston North, Wairapara, Kapiti, Papakura, Mac Christchurch, Garden City Christchurch, Nelson, Upper Hutt.

The Federation Executive Officer, Grant Sidaway, was also in attendance.

37 proxy votes have been received.

Minutes.

<u>Motion:</u>	That the minutes of the 2007 AGM be approved as a true and correct record.	Carried.
Moved:	Trevor Rawlings	Hamilton.
Seconded:	Jim Herron	Kapiti

Matters arising.

Selwyn Jebson, Palmerston North, asked how many Learning Centres had taken up insurance through the Federation Group Insurance scheme. The Executive officer advised that 65 members were insured under the scheme.

Chairmans Report.

Ian Turner spoke briefly, elaborating on various topics covered in the report. He mentioned particularly the amount of work covered by the Executive Officer, Grant Sidaway, into the organization of Regional Meetings, emails etc.

He mentioned that with 85 Learning Centres, administration was a major problem when comparing SeniorNet to other education providers.

He made specific mention of the statistics on page 12 of the report which he felt gave a good snapshot of the membership of SeniorNet throughout the country in general.

John Penney, Kapiti, suggested that the Statistics should show New Zealanders instead of European. As a 4th generation New Zealander he did not class himself as coming from Europe. He also asked if T.E.C. or SeniorNet had investigated how we could attract other ethnic groups, as our numbers in these areas were very low.

Some speakers mentioned the efforts they had made in trying to attract different ethnic groups, generally without success. The Chairman suggested that perhaps we should try for extra funding for research into how we can attract different ethnic groups and also suggested that each Learning Centre should give some consideration to the issue.

Bruce Hayhow, Papakura, asked if all Learning Centres had replied to the questionnaire sent out earlier in the year asking for statistical information. Grant Sidaway advised that some Learning Centres did not reply but all that had received TEC funding had replied. He considered that the figures were a truly representative update of the financial situation of Learning Centres.

Motion: That the Chairman's report be adopted. Carried.

Moved: John Butler. Garden City, Christchurch.

Seconded: Alan Rutherford. Mac Christchurch.

Treasurers Report.

Lyndsay Noble spoke of the rigorous scrutiny the financial accounts had received, particularly by the auditors. She also spoke of the difficulty in getting payment on time from T.E.C. and how it had affected the amount that could be passed on to the Learning Centres. An example of that was the reduction in payments from \$3.50 to \$1.70.

Bruce Hayhow questioned the lack of assets in the accounts. The Chairman replied that the Federation did not own anything, not even a typewriter. The Federation contracted with Grant Sidaway who provided and owned everything that was required to properly conduct the affairs of the Federation.

Trevor Rawlings asked about the Auditors fee of \$5800 when \$2000 had been budgeted for. He felt it seemed like a large amount for an organization that had few income and expense streams.

Lyndsay Noble replied that the figures covered two audits. The first was for the financial viability report required by TEC and the second was for the final balance audit. As both audits related to the 2007 year they must both be included in the 2007 year accounts. It is hoped that the 2008 audit amount will be lower.

Grant Sidaway mentioned that he too had been concerned at the size of the audit fee and had consequently made some enquiries. His enquiries indicated that the fee was, in fact, very reasonable. Several speakers backed this up from their own experiences.

Motion: That the Treasurers report be adopted. Carried

Moved: Bruce Hayhow. Papakura
Seconded: Laurie Davies Porirua

Budget 2008

The Chairman explained that the TEC had gone back to the 2005 year amounts to determine a baseline grant to the Federation for the 2008 year. This years funding from TEC, including one-off QA grants, will be \$589500.

When setting the budgets he explained that we expected to have a reasonable amount in the bank at the end of the year. It is difficult for some Learning Centres to accurately predict their learning hours and this affects the amount that can be budgeted to be paid out to them. In December 2007 Learning Centres received increased funding due to a surplus in the bank and this is likely to be the case this year and in future years.

At the beginning of the year Learning Centres are slow to send invoices in to the federation so funds received from TEC are attracting interest. It has yet to be decided which account interest will be credited to.

David Nelson, Hutt City, suggested insurance premiums are likely to rise and asked if insurance had been sufficiently budgeted for. The Chairman replied that we could only base our budget figures on last year and that so far, we had not been advised of any increase. He felt that overall it was a prudent budget.

Bruce Hayhow asked about the difference in the budget figures for the Executive Contract. It was explained that last year was for 9 months and this year is for a full 12 months. The 2008 Executive contract amount is unchanged from 2007.

Subscriptions

There was considerable discussion about the date Learning Centres should use for advising the Federation of membership numbers for subscription purposes. Some felt it was the end of each Learning Centre's financial year while others felt it should be the end of the Federation financial year, 31 December.

Motion: That the subscriptions be set on the membership of each Learning Centre as at the 31 December each year.

Moved: Trevor Rawlings

Seconded: Selwyn Jebson.

Amendment: That the subscriptions be set on the membership of each Learning Centre as at the end of each Learning Centre's financial year.

Moved: Bruce Hayhow

Seconded: John Penny, Kapiti. **Carried**

The amendment became the motion and was also carried.

Election of committee.

Four members of the committee retired by rotation. Nomination for the four vacancies were received from the following.

Waikato/BOP	Lyndsay Noble	Te Aroha
Wellington	Colin Young	Porirua.
Canterbury	John Butler	Garden City-Christchurch.
Otago/Southland	Bruce Smart	South (Invercargill)

As only one nomination was received from each area the nominees were declared elected.

Appointment of Auditor.

Motion: That Miller Dean be appointed Auditor for 2008.

Moved: Lyndsay Noble.

Seconded: Bruce Hayhow **Carried.**

Member Society Motion: That the Federation financial year be changed to 31 March.

Moved: New Plymouth SeniorNet.

Seconded: John Butler. Garden City

All information had been circulated to members, including a reply to the notice of motion by the Chairman. After brief discussion, **the motion was lost.**

Planning for 2008

The Executive Officer spoke to the circulated plan emphasizing that the priority for 2008 was to maximize funding from T.E.C. and other sources.

John Penny, Kapiti asked what the rationale was behind a possible name change for SeniorNet. Grant Sidaway replied that there is some wariness from possible sponsors about the name SeniorNet and whether it conjures up the correct image. The Senior part of the name seemed to be the main concern. However, it was very early days for any discussion on a possible name change and research would be ongoing.

The green SeniorNet logo was also discussed, with some members feeling it was a “cold” colour and suggesting it may be appropriate to consider changing the colour.

Motion: That the Annual plan for 2008 be adopted. Carried

Moved: Trevor Rawlings.
Seconded: Wayne Meredith Hutt City.

General Business.

Vote of thanks.

Motion: That a vote of thanks be accorded to retiring committee member Brian Nelson, and a letter sent to him thanking him for his services.

Moved: John Butler Garden City, Christchurch.
Seconded: Duncan Fuller Nelson. **Carried.**

Seniornet Administration Programme.

Grant Sidaway thanked Brian Thomas, Hutt City, for the creating the administration system and making it available to all SeniorNet members. Currently 45 Learning Centres have copies of the programme.

Brain acknowledged the assistance of the Chairman and Secretary of the Federation who trialed the system and suggested some improvements.

Motion: **That a vote of thanks be recorded to Hutt City Seniornet and Brain Thomas, on the production of the SeniorNet Administration Programme.**

Moved: Selwyn Jebson

Seconded: Ray McDonald

Carried.

Jim Heron, Kapiti, asked when T.E.C. would audit SeniorNet Learning Centres. The Chairman advised that T.E.C. doesn't conduct quality assurance audits. That is the responsibility of the Executive Officer, and of another Government Organisation, which should be conducting Learning Centre audits in the future.

The meeting closed at 12.07pm.