

**Minutes of the NZARES Annual General Meeting**

**Thursday 27 August 2019, 3-4pm**

**Zoom**

**Present:** Yvonne Matthews, Zack Dorner, Femi Olubode, Anita Wreford, Meike Guenther, Ramilan Thiagarajah, Rachael Davidson, Darran Austin, Terry Parminter, Mark Neal, Caroline Saunders, Alan Renwick, Nazmun Ratna, Phil Journeaux

**Apologies:** Tony Schischka

1. **Minutes of the 2019 AGM**

Minutes were accepted as a true and correct record. (*Moved by Darran, Seconded by Zack*).

1. **Matters arising from 2019 minutes**

No matters arising discussed at the AGM.

Yvonne to follow up AARES grants and check whether they have been received.

1. **President’s Report**

At the 2019 AGM the Committee was refreshed, with a number of new representatives joining a few longer-standing members. Phil stepped down and Yvonne took on the role of Treasurer and also manages the website. Rachael continued in the role of Secretary and Ramilan accepted the nomination of President-Elect, taking over as President after the conference. Additional committee members are Zack, who took over the role of AARES liaison from Darran and Ivan.

The Committee first met in November 2019 to review hand-over actions and brainstorm the theme, speakers and venue for this conference. Christchurch was identified as the venue and planning was well underway in March 2020 when Covid-19 threw all plans into disarray. The decision was made quite early on to switch to a virtual conference and this has proved to be justified. The virtual nature of the conference has added an additional dimension to the planning and required more time from some committee members. In total the Committee met 12 times in the last 10 months.

Anita’s President’s report was considered and accepted. (*Moved by Zack, Seconded by Darran*).

1. **Treasurer’s Report**

The NZARES annual conference usually runs a net profit, however, the conference recorded a loss for last year’s conference in Hamilton. The following variations from the 2019 budget included Sponsorship ($5,000 from WRC was paid in March 2019 is included in the previous year’s accounts and $5,000 from MPI has not yet been received after being invoiced in July 2019 which is being followed up), registration fees were below budget due to a smaller numbers for the conference and more free student registrations.

Despite this, NZARES is still in a very good financial position with over $60,000 in accounts and term deposits.

Yvonne’s Treasurer’s report was considered and accepted. *(Moved by Caroline, Seconded by Femi).*

1. **AARES Conference 2022 and options NZARES Conferences in 2021 and 2022**

Due to the AARES conference proposed to be held in 2022, this will have implications for the organisation and structure of the upcoming NZARES conferences.

In the past, the NZARES conference to take place in the year same of the AARES conference hosted by the NZ branch has been adapted to a one-day symposium instead of a full conference. There are benefits for attendees when seeking permission to attend the NZARES conference in 2021 and the AARES conference in 2022 to be held in different calendar years.

The NZARES 2021 conference (and 2022 symposium) would require a separate organising committee than the AARES 2022 conference LOC.

Considerations for AARES in 2022 may need to be made as the conference to be held in February 2021 at the University of Sydney is likely to change to an online format due to Covid-19 disruptions.

The proposal to hold a 2021 NZARES conference and a symposium in 2022 after the AARES conference was considered and accepted. (*Moved by Anita, Seconded by Rachael*).

1. **Election of Officers and Committee for 2020/21**

**AARES**

One meeting was held during 2020 to discuss AARES with those interested in the LOC. A full conference proposal needed in the next few months. The AARES LOC are due to meet again to discuss the proposal.

Christchurch was discussed at the last AGM as a possible location for AARES. The Christchurch Convention Centre approached Anita and affordable rates might be offered as they are trying to get events held there. Venue options range from a hotel, convention centre/ events venue to University, each with varying costs.

Meike was nominated as a member of the AARES LOC. (*Moved by Anita, Seconded by Caroline*).

Those who have indicated interest in being part of the AARES LCO are Darran, Rachael, Carla, Matt N, Alan, Anita, Nazmun, Femi, Ramilan, Zack and Meike

**NZARES**

Emma has asked to step down from the committee, Meike was nominated as a member of the committee. (*Moved by Anita, Seconded by Caroline*).

Nazmun was nominated as President Elect. (*Moved by Anita, Seconded by Caroline*).

Officers and Committee for 2020/21 are:

* President: Ramilan
* Immediate Past President: Anita
* President Elect: Nazmun
* Treasurer: Yvonne
* Secretary: Rachael
* Committee members: Femi, Ivan, Zack, Tony, Darran and Meike

The need to formalise the process of electing members was raised, including a call out for nominations to all members for vacant roles with specific terms and rotation of key roles. This was considered and accepted. (*Moved by Alan, Seconded by Nazmun*).

The location of the NZARES 2021 conference will be discussed by the committee, with online being a potential option if Covid-19 disruptions continue.

1. **Secretariat and Auditor**

Susan is happy to continue as Secretariat. Agreement to continue with current arrangements.*(Moved by Alan, Seconded by Yvonne)*

Auditor maintained, organised through Susan.

1. **General Business**

Feedback from this year’s online conference has been great.