

NOTICE IS HEREBY GIVEN OF THE  
**2019 IHC Annual General Meeting**  
To be held at 5 pm Friday, 13 September 2019  
The Rydges Wellington, 75 Featherston Street, Wellington

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## **A G E N D A**

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**1. Calling of Meeting**

**2. Obituaries**

**3. Welcome**

**4. Apologies**

**5. Meeting Rules & Procedures**

- (a) IHC is an incorporated society and its meetings are private. Only members are entitled to attend, speak, and vote at meetings, though non-members may be invited from time to time.
- (b) A time limit for speakers to remits, resolutions and motions shall be as follows:
  - Mover 5 minutes
  - Seconder 3 minutes
  - Subsequent speakers 3 minutes
  - Extension of time Limited to a further two minutes provided approved by the AGM on a case by case basis.
- (c) Voting in the first instance shall be by voice or if requested by show of hands. If four members present who are entitled to vote demand a ballot, voting will be by ballot. All members of more than three months standing are eligible to vote under Rule 11.1. The Chair shall have a deliberative vote and in case of any equality of votes, a casting vote also.
- (d) Members wishing to speak are requested to signal the Chair and when called upon stand in their place and state their name before speaking.

- (e) Any item of General Business must be given to the Board Chair before the commencement of Agenda Item 9.
- (f) Filming or recording of the meeting by any means, including but not limited to cameras, cell phones and tape recorders, will not be permitted at any time during the meeting unless expressly approved by the Chairperson in writing and a copy of the written approval is produced before the start of the meeting. Any member in breach of this rule shall be immediately removed from the meeting.

**6. Confirmation of 2018 AGM Minutes (Attached)**

Confirmation of the minutes of the meeting held in Wellington on 7 September 2018 already approved by the Board of Governance.

**7. Matters Arising From Minutes**

No matters arising.

**8. Presentation of the Annual Report**

IHC's 2019 Annual Report is presented in more detail on IHC's website <http://www.ihc.org.nz>

**8.1** Report of the IHC Board Chair

**8.2** Report of the IHC Group Chief Executive

**8.3** Report of the Chair of the Audit Committee and the adoption of the IHC Financial Statements for the year ended 30 June 2019. The Audited Financial Statements will be available on IHC's website from 6 September 2019 and at the meeting.

**8.4** Report of the Chair of the Risk Committee

**8.5** Report of the Chair of the Member Council

**9. Board Appointments Committee**

**9.1 Appointment of Board Members**

The Board Appointments Committee has considered applicants to fill two vacancies on the IHC Board. A report from the Committee will be presented to the general meeting.

**10. Election of Patrons**

**11. Appointment of the Auditor**

To resolve that KPMG be appointed as IHC auditors for the 2019 / 2020 year.

**12. Annual Membership Subscription**

To recommend that the annual membership subscription for 2019 / 2020 be set at \$5 per member.

**13. General Business**

**14. Next Meeting**

**15. Thanks and Closing**

Ralph Jones  
**IHC Group Chief Executive**



Minutes of the  
2018 Annual General Meeting  
Held in Wellington  
7 September 2018



# Minutes

## **IHC Annual General Meeting** **Held at 5 pm Friday, 7 September 2018** **The Rydges Hotel, 75 Featherston Street, Wellington**

### **1. Resolution**

It was agreed that the notice given for the calling of this meeting be taken as read.

**Moved:** Hamish Taverner  
**Seconded:** Waata Houia-McGreevy  
**Carried**

### **2. Obituaries**

The Board Chair asked delegates to stand for a moment of silence to remember those associated with IHC who had passed away during the year. The Board Chair specifically mentioned the recent passing of JB Munro, past IHC Chief Executive and IHC New Zealand Life Member, and Dr Donald Beasley, past IHC President and IHC New Zealand Life Member.

### **3. Welcome**

The Board Chair welcomed attendees to the Annual General Meeting of the Society with special acknowledgement to IHC New Zealand Life Members present being Barbara Rocco, Maureen Wood, Tony Shaw, Donald Thompson, John Holdsworth and John Hanning.

### **4. In Attendance**

Refer Attachment 1.

### **5. Apologies**

Apologies were received and sustained as per attached list.

**Moved:** Christine Lee  
**Seconded:** Hamish Taverner  
**Carried**

## 6. Meeting Procedures

The Board Chair outlined the meeting procedures.

**It was resolved** that the meeting procedures be agreed.

## 7. Confirmation of the 2017 AGM Minutes

**It was resolved** that the minutes of the Annual General Meeting held in Wellington on 8 September 2017 already approved by the Board of Governance, be confirmed as a true and correct record.

**Moved:** Pip O'Connell  
**Seconded:** Kay Pearce  
**Carried**

## 8. Matters Arising From Minutes

There were no matters arising from the minutes of the previous meeting.

## 9. Presentation of the Annual Report

The following Annual Reports were presented to the meeting:

- |  |                 |
|--|-----------------|
| i) Board Chair   | – Neil Taylor   |
| ii) Chief Executive  | – Ralph Jones   |
| iii) Audit Committee (including the Annual Financial Statements for the year ended 30 June 2018) | – Rob Steele    |
| iv) Risk Committee   | – Michael Quigg |
| v) Member Council  | – Barbara Rocco |

The Board Chair invited members to ask questions regarding the Annual Report. There were no questions.

**It was resolved** that the 2017 / 18 Annual Report and Group Financial Statements for the year ended 30 June 2018 be adopted.

**Moved:** Hamish Taverner  
**Seconded:** Maureen Wood  
**Carried**



## 10. Board Appointments Committee

### 10.1 Appointment of Board Members

The Board Chair invited Tony Shaw, Chair of the IHC Board Appointments Committee to address the meeting. Tony outlined the role of the Committee and the process followed for the appointment of new Board members. Tony confirmed the appointment of Lynne Lane and Pauline Winter to the IHC Board to replace Shelley Payne and Anne Gilbert.

Tony also advised the meeting of the appointment of Vicki Buck to fill the vacancy on the Accessible Properties Board following the retirement of Paul Adams.

## 11. Election of Patrons

**It was resolved** that Sir Roderick and Lady Gillian Deane be elected joint patrons for the ensuing year.

**Moved:** Shelley Payne  
**Seconded:** Christine Morrison  
**Carried**

## 12. Presentation of New Zealand Life Membership

The Chair invited Shelley Payne to the podium to be awarded an IHC New Zealand Life Membership in recognition of her exceptional service to IHC nationally.

In delivering his presentation Neil paid tribute to Shelley's long association with the governance of IHC, including 16 years as an IHC Board Member, 12 years as NZ Vice President, Chair of the IHC Self Advocacy Committee and Director of IDEA Services for 15 years. Neil also mentioned Shelley's local commitments from 1995 where she joined the Mid-Bay of Plenty branch committee in 1995.

Neil spoke about Ryan, the youngest of Shelley and Geoff's three children. Although Ryan had a considerable level of disability, he had heaps of personality that the family still talk and laugh about today, and it was because of Ryan that Shelley became involved in IHC. Sadly Ryan passed away a few years ago and that point it would have been understandable if Shelley had decided to end her connection with IHC. However, she took a different view, saw the bigger picture and has stayed deeply involved.

Neil expressed his congratulations to Shelley and presented her with her NZ Life Membership.

## 13. Appointment of Auditor

**It was resolved** that KPMG be appointed as auditors for the 2018 / 2019 year.

**Moved:** Simon Tyler  
**Seconded:** Euan Wright  
**Carried**

## 14. Annual Membership Subscription

It was resolved that annual membership subscription for 2018 / 2019 be set at \$5 (five dollars) per member.

**Moved:** John Griffiths  
**Seconded:** Geoff Payne  
**Carried**

## 15. General Business

### 15.1 Report on International Conferences

Anne Gilbert presented a report on her recent attendance at two international conferences; the Workability International conference in Stockholm, Sweden and the Inclusion International conference and General Assembly in Birmingham, England.

## 16. Next Meeting

The Board Chair advised that the date of the next Annual General Meeting would be advised.

## 17. Thanks and Closing

The Board Chair thanked the members for their participation.

The meeting concluded at 6.15 pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## Annual General Meeting 2018

### Those attending

#### OFFICERS

1.	Neil Taylor	Board Chair
2.	Ralph Jones	Chief Executive

#### NZ LIFE MEMBERS

3.	John Hanning	New Zealand Life Member
4.	John Holdsworth	New Zealand Life Member
5.	Barbara Rocco	New Zealand Life Member, Board Member and Member Council Chair
6.	Tony Shaw	New Zealand Life Member, Chair Board Appointments Committee
7.	Donald Thompson	New Zealand Life Member, Accessible Properties Board
8.	Maureen Wood	New Zealand Life Member and Association Chair West Central Auckland

#### BOARD MEMBERS

9.	Anne Gilbert	Board Member and Association Chair Wellington
10.	Jason Hollingworth	Board Member
11.	Shelley Payne	Board Member
12.	Michael Quigg	Board Member
13.	Rob Steele	Board Member
14.	Euan Wright	Board Committee (Audit)
15.	Simon Tyler	Board Committee (Audit)
16.	Andrew Evans	Accessible Properties Board Chair
17.	Dr Lynne Lane	Board Member Designate
18.	Pauline Winter	Board Member Designate

#### MEMBER COUNCIL

	Diane Mara	Association Chair Hawkes Bay
	Pip O'Connell	Association Chair North Otago
	Kay Pearce	Association Chair North Canterbury
	Danny Tauroa	Association Chair Counties

#### ASSOCIATION CHAIRS

19.	Owen Cathcart	Waikato West
	Anne Gilbert	Wellington

20.	Diane Mara	Hawkes Bay
21.	Phillip Calvert	Hutt Valley
22.	Keith Rea	Waikato South
23.	Tricia Wilson	Mana
24.	Danny Tauroa	Counties
25.	Hamish Taverner	Rangitikei
	Maureen Wood	West Central Auckland
26.	Carol McConnell	Ashburton
27.	Jasmine Morrison	Hamilton
28.	Vivienne Fiddes	Clutha
29.	John Griffith	Marlborough
30.	Juli Marshall	Southland
31.	Pamela Houia-McGreevy	Eastern Bay of Plenty
32.	Katherine Jaunay	Whanganui
33.	Robin Millen	Thames Valley
34.	Karen Fox	Lakeland
35.	Vanessa McLellan	Taranaki
36.	Sally Holbrook	Tauranga
37.	Sylvia Robertson	Otago
38.	Kay Pearce	Canterbury
39.	Pip O'Connell	North Otago

### ASSOCIATION COMMITTEE MEMBERS

40.	Glen Griffith	Marlborough
41.	John McLellan	North Taranaki
42.	Linda Keith	Whanganui
43.	Christine Lee	Waikato South
44.	Mike Moloney	Counties
45.	Marlene Gaby	Hawke's Bay
46.	Raymond King	Hamilton
47.	Robert Pearson	Waikato South
48.	Lynda Sammons	Whanganui
49.	Ron Pachoud	Rotorua
50.	Zillah Armer	Rotorua
51.	Sally Smith	Ashburton
52.	Waata Houia	Eastern Bay of Plenty
53.	Joanna Buck	Mana
54.	Burnice King	Hawke's Bay
55.	Lin Muir	Mana
56.	Carol Scott	North Canterbury

57.	Gail McClintock	North Canterbury
58.	Lynda Mooij	Southland
59.	Jackie Palmer	Southland
60.	Linda Millen	Thames Valley
61.	Christopher Deeley	Thames Valley
62.	Carol Millard	Thames Valley
63.	Merrill Holdsworth	Patron, Wellington
64.	Charles Blades	Wellington
65.	Don Bagnell	Wellington
66.	Judy Burney	Wellington

### MEMBERS

67.	Valyn Barrett	North Canterbury
68.	Belinda Barrett	North Canterbury
69.	Ann Best	Lower Hutt
70.	Lynda Donne	Rotorua
71.	Olive Gallagher	Rotorua
72.	Allan McCullough	Hutt Valley
73.	Christine Morrison	Gisborne / Wairoa (Association in recess)
74.	Kama Papa	Hamilton
75.	Raewyn Shaw	Timaru
76.	Ngaire Smith	Wellington
77.	Colin Smith	Wellington

### INVITED GUESTS

78.	Bevan Wallace	IHC Foundation
79.	Fiona Jones	Wellington

### IN ATTENDANCE

80.	Donna Mitchell	General Manager Service Strategy & Development
81.	Greg Orchard	Chief Executive Accessible Properties Limited
82.	Andrew Procter	General Manager Corporate Services
83.	Joan Cowan	Chief Operating Officer Disability Services
84.	Gina Rogers	Communications Manager
85.	Janine Stewart	General Manager IHC Programmes
86.	Jacob West	Communications
87.	Maia Renner	Communications
88.	Phillip Wakefield	Communications
89.	David Corner	Self Advocate
90.	Sue Lockhart	Executive Assistant National Office

<b>OVERALL TOTALS</b>	
Officers	2
NZ Life Members (incl. Association Chairs)	6
Board & Board Committee Members (minus Association Chair)	10
Member Council (minus Association Chairs)	0
Association Chairs (24 out of 33 incl NZ LM)	21
Association representatives / deputies	32
Members	6
Invited Guests	2
In Attendance	11
<b>TOTAL PRESENT AT MEETING</b>	<b>90</b>

# Annual General Meeting 7 September 2018

## Apologies

1.	Sir Roderick	Deane	Joint Patron, NZ Life Member
2.	Lady Gillian	Deane	Joint Patron
3.	Charlie	Waigh	NZ Life Member
4.	Jan	Dowland	NZ Life Member
5.	Lynne	Renouf	NZ Life Member
6.	Janet	Derbyshire	Member Council
7.	Robyn	Stark	Member Council
8.	Jim	Tattersfield	Association Chair Gore
9.	Glenn	Marshall	Hawkes Bay
10.	Tricia	Vickers	Association Chair Rotorua
11.	Richard	Slocombe	Association Chair Cornwall & SE Akl
12.	David	Horworth	Association Chair Horowhenua
13.	Denise	Mackres	Association Chair North Harbour
14.	Judith	Parkington	Member Wellington
15.	Vicki	Owen	Wellington Association
16.	Simon	Buckland	Wellington Association
17.	Brenda	Gordon	Member Wellington
18.	Pauline	Prince	Member Wellington
19.	June	Mock	Eastern Bay of Plenty Association
20.	Jan	Stevens	Member Dunedin
21.	Catherine	Fitzpatrick	Horowhenua
22.	Marita	Lavery	IHC Risk Committee
23.	Martin	Udale	Accessible Properties Board
24.	Paul	Baines	IHC Foundation