

NORTHERN AUCKLAND KINDERGARTEN ASSOCIATION INC.

**MINUTES OF THE ANNUAL GENERAL MEETING 7th APRIL 2011
AT THE NAKA OFFICE, 44C ANZAC ROAD, BROWNS BAY**

Meeting Commenced: 7.10p.m.

Chairperson: Melanie Wyllie

1.0 KARAKIA

2.0 MIHI AND WELCOME / INTRODUCTION & CALL TO ORDER

Present: Melanie Wyllie, Charlotte Owens-Pring, Grant Mitcheson, Kirsty Hewitt, Susan Howard, Vanessa Cleland, Tania Casey, Fleur Leabourn, Chris Blind, Joanne Rua, Nicole Inglis, Jonathan Newsome, Annie Forbes, Sarah Swift, Janet Mafi, Sarah Greening, Anthony Katavich, Scott McMurray, Rachel Durney, Emma Simpson, Michelle Fox, Meredith Miller, Lisa Edwards, Helen McDonald, Alys Higgs, Nicole Trebilon, Mike Cope, Tania Massey, Asanga Abeykoon (CST Nexia)

Tracey North, Marie Ashton-Jones, Fran Paniora, Anna Restall, Carol Dobbe, Rosemary Searle, Dale Gamby, Diana Callaghan, Michell Morris, Sandy Baalham, Di McKenzie, Kim Kendrick, Chris Collins, Bronwyn Mills, Alison Baxter, Garth Halliday

The chairperson welcomed everyone and formally welcomed Grant Mitcheson – life member, along with the auditor present, Asanga Abeykoon from CST Nexia. Also a welcome and introduction to Garth Halliday the new General Manager.

3.0 WAIATA

5.0 VOTING STRENGTH ESTABLISHED

Melanie Wyllie confirmed that there were 28 members and a number of staff.

Resolved that “the voting strength be established at 28 with 12 kindergartens being represented”

M Wyllie Chairperson/ G Mitcheson Life Member

Vote – unanimous

CARRIED

6.0 AGM STANDING ORDERS

Moved that “the standing orders be adopted”

K Hewitt Board / S McMurray Board

Vote – unanimous

CARRIED

Moved that “Grant Mitcheson be appointed as timekeeper”

C Blind Board / A Katavich Board

Vote – unanimous

CARRIED

Moved that “Grant Mitcheson and Garth Halliday be appointed as scrutineers”

S McMurray Board / K Hewitt Board

Vote – unanimous

CARRIED

Moved that “session time is up to one hour”

A Forbes Board / M Wyllie Chairperson

Vote – unanimous

CARRIED

Moved that “speaking time of three minutes be established with two minutes for further discussion”

A Katavich Board / M Cope Board

Vote – unanimous

CARRIED

7.0 APOLOGIES RECEIVED PRIOR TO THE MEETING:

Jacki Richardson	-	Standing for Board, Ex GM
Robbie Pickford	-	Life Member
Pam Dalton	-	Life Member
Sharon Williams	-	Head Teacher River Valley

7.1 APOLOGIES RECEIVED AT THE MEETING:

Julianne Tobin	-	President Rangitoto
Wendy Downey	-	Head Teacher Whangaparaoa
Lisa Parlane	-	Teacher Whangaparaoa
Robyn Currin	-	President Hibiscus Coast
Viv Wilcox	-	Teacher Hibiscus Coast
Fiona Masson	-	Board Member

M Cope Board / A Katavich Board

Vote – unanimous

CARRIED

8.0 CONFIRMATION OF AGENDA

Moved that “the agenda be accepted”

M Wyllie Chairperson / K Hewitt Board

Vote – unanimous

CARRIED

9.0 CONFIRMATION OF MINUTES OF THE 2010 AGM

Moved that “the minutes of the 2010 AGM be accepted”

M Wyllie Chairperson / S McMurray Board

Vote – unanimous

CARRIED

10.0 PRESENTATION OF ANNUAL REPORT

Melanie Wyllie read the General Manager’s report

Moved that “the General Manager’s report be accepted”

K Hewitt Board / G Mitcheson Life Member

Vote – unanimous

CARRIED

Melanie Wyllie read the President’s Report

Moved that “the President’s report be accepted”

C Blind Board / M Cope Life Member

Vote – unanimous

CARRIED

Moved that “the Northern Auckland Kindergarten Association’s Financial Report for the year ended 31 December 2010 be accepted”

M Wyllie Chairperson / A Katavich Board

Financial report presented.

Questions raised regarding the financial report:

Grant Mitcheson raised the question regarding the large variances in expenses for support staff, varying from \$104.00 to \$14,000.00. It was explained that this figure represents the committee funding for administrators. NAKA pays for 10 hours per week for all kindergarten’s, with committees covering the difference in cost.

Grant Mitcheson raised the question regarding the Admin as a separate heading and what this covers. It was advised that this is for minimal costs (bank charges usually). Grant Mitcheson requested that perhaps the coding could be better which would give more direction to the treasurers as to how they record it.

Vote – unanimous

CARRIED

11.0 RATIFICATION OF BOARD MEMBERS

Five members of the current board are stepping down, being: Mike Cope, Chris Blind, Anthony Katavich, Scott McMurray and Robbie Pickford.

Members joining the board are: Melanie Wyllie (re-standing), Kirsty Hewitt (previously co-opted), Tania Massey, Rachel Durney, Helen McDonald, Jacki Richardson, Fiona Masson (re-standing). Annie Forbes (Teacher Representative) commences the second year of her term. Those present gave a brief introduction.

Anthony Katavich advised that there is an opportunity to be seconded onto the board for those who are interested. The board meetings are open and people are welcome to attend.

Grant Mitcheson commented that he is in agreement with the board who feel it would be ideal to have four positions up for election every year rather than all eight positions together every two years.

Moved that these members be elected unopposed to the Northern Auckland Kindergarten Associations Board of Management.

M Cope Board / C Blind Board

Vote – unanimous

CARRIED

12.0 MEMBERSHIP FEE

Moved that “the membership fee be kept at the current cost of \$5.00”

A Katavich Board / M Wyllie Chairperson

Vote – unanimous

CARRIED

13.0 GENERAL BUSINESS

Melanie Wyllie thanked parents and committees for their efforts at the kindergarten level and to all teachers and support staff for their hard work. Also thanks to all current board members for their support and work. Thank you to all for attending the AGM also.

Melanie Wyllie declared the 2011 Annual General Meeting closed at 7.45pm

Members were invited to stay for wine, cheese and crackers.

