

Our [vision](#) is to advance the quality of and access to podiatry

**Present:** –Loren Abel, Georgina Barr, Babra Bondo, Pauline Bowden, Liz Clarke, Jenny Cousins, Sarah Duncan, Linda Evans, Matthew Franken, Kate Franken, Chris Gates, Rachael Harper, Treena Harris, Lisa Hinchcliff, Kathy Hitchcox, Julia Home, Ann Hurley, Catherine Kelly, Bohae Kim, Lawrence Kingi, Leah Lynch, Rachel McDonald, Brent McKernan, Amanda Niven, Louise Nixon, Alexandra Noble-Beasley, Caron Orelowitz, Steve Parsons, Raewyn Phipps, Charlotte Russell, Sara Saadat, Tim Stewart, Michaela Wakelin, Philip Ega, Vivian Wang, Anthony Ng, Greer Noble, Cassie Calvert, Leo Brown, Kirwan Franke, Michael Chambers, Julia Bench, Jonathon Hagon, Wendy Hagon, Paul Hames, Shirley McGahan, James Wu, Judy Thompson

**Apologies:** – Emma Sievwright, Carleen Gibbons, Julia Oppert, Claire O’Shea, Clare Kemp, Rachel Manson, Rebecca Holbrook, Anne Dallas

**Proxies:** To Ben Lamb: Patricia Stowell, Lynley Boyce

## Minutes

Lawrence Kingi welcomed members to the meeting.

### Ben Lamb welcomed members to the meeting

Ben thanked everyone for attending via Zoom, he commented that it this time last year, no one thought that we would all be so familiar and happy to be meeting in this on-line format. He said that the past year has been pretty much a test of the relevance and importance of belonging to a professional body. The need for collegiality and fellowship had never been more necessary than in a time of uncertainty. PodiatryNZ messaging to members in the early stages of the pandemic was clear and direct. The secretariat advocated, collated and disseminated information that enabled members to make and implement plans. A COVID-19 webpage provided all necessary information, newsletters and emails were sent. In addition, literally hundreds of phone calls were made and answered.

Ben explained that the association members had all pulled together and made available over 30 webinars on subjects from arthritis to telehealth. He thanked the Board members and Secretariat team who moved into top gear and found ways to harness the spirit of the collegial nature of our membership with new and innovative ways to support members.

### About PodiatryNZ Matthew Franken

Matthew noted that PodiatryNZ is an incorporated society explaining it is association owned and run by voting members. He said the Board engages Butler Pelvin & Associates and delegates the operations and administration of PodiatryNZ to Jennifer and her team who provide administrative support and deliver on our strategic objectives. The Board (not to be mistaken with the Registration Board) is the group of members who work voluntarily to provide governance of the organisation.

Matt explained that as a Board, they set the vision and the strategic direction for PodiatryNZ. The vision is "to improve the quality of and access to podiatry".

He went on to say that how the organisation works can be found in the Rules –on the website. The Rules explain who a member can be, how we elect people to govern the association, who can vote and what the organisation can and can’t do? Essentially the organisation is its Members - Registered Podiatrists.

Matt said over the past 3 years he has had the opportunity to develop personal and business skills including organisational leadership and strategic thinking. He recommended to members to take on a role if they are looking not only to give back to the profession but to grow personal and management skills.

## **Minutes of 73<sup>rd</sup> AGM**

There were no questions in respect of the minutes of the 73<sup>rd</sup> Annual General Meeting?

The motion "that the minutes for the 73<sup>rd</sup> Annual General Meeting be accepted as true and correct" was put.

Moved by Ben Lamb

Seconded by Lawrence Kingi

The motion was carried.

## **Annual Report – Ben Lamb**

Ben Lamb spoke to the annual report saying this is where I would normally tell you a little about the great year we just had. The brilliance of conference, the achievements of achieving contracting wins with ACC, the advancement of our Sports Accreditation programs, the importance of our Clinical Excellence professional development.

Not this year. About the best I can do is to say that we managed to unwind a year's worth of work without tears, as all the plans for our Rotorua Conference were cancelled. And in the midst of all the chaos, our team not only kept close to our membership but completely overhauled our membership system, providing options to the traditional annual payment process moving to a monthly subscription process to ensure that members payments were spread over the year assisting in that all important cashflow.

The financial impact of the pandemic on PodiatryNZ has been significant – this has been unavoidable. Obviously, the cancelation of conference has left a big dint in our finances. PodiatryNZ took the view that all money needed to be refunded to members and suppliers alike – that I have to tell you was not the same for other professional associations who retained deposits and fees. Over my years on the Board, we have grown our reserves and sometimes there was a temptation to reduce fees or lessen the fees for events. We resisted; our risk management strategy informed us we needed to have reserves for the unexpected. There are still challenges ahead, some of our traditional corporate supporters are instead of working through and with us, have entered into competitive practices, particularly in the areas of education and training, passing off product sales efforts as education and rather than working in the spirit of collegiality are looking to use PodiatryNZ to leverage sales. Wolves in sheep's clothes springs to mind. We know many of our suppliers have suffered financial downturns, PodiatryNZ will continue to work with those who demonstrate a genuine and long-term interest in our profession.

Most importantly I would like to make a couple of comments about our secretariat (the office). They never worked harder than during lockdown. The Board was impressed with their commitment. They reduced their fees and worked every hour given to them to provide you with support. It has been an extraordinary time for all of us and I believe the value of membership has well and truly been demonstrated.

## **Annual Accounts presented by Sarah Duncan**

The financial reports had been sent to members and made available on the PodiatryNZ website. The auditors are the Wellington based audit firm, Dent & Heath who specialise in not for profit associations and they too have had to complete their task taking into account many obstacles that COVID has thrown at them.

Given all that has been said and what we know has been a financially disastrous year, the result is what it is, a loss of \$59,816. This means the accumulated funds have been reduced from \$238,811 to \$178,995. The Board aims to have at least one year's operating budget in reserves, now (like most other businesses) we have to look at ways to whether the current recession and uncertain financial times to remain sustainable in the future.

The motion "that the financial statements for the year ended 30 June 2020 be adopted." was put.

There were no questions.

Moved by Judy Thompson

Seconded by Amanda Niven

The motion was carried.

## Changes to Rules presented by Rachael Harper

One of the key strategic goals over the last couple of years has been a focus on sustainability. Not only has this meant financial sustainability, but also sustainability in providing a future focused, forward thinking organisation that represents our increasingly diverse membership.

Rachael explained that the proposed changes would bring PodiatryNZ in line with best practice models of governance, the Board seeks changes at this AGM in respect of

1. The length of time a member can serve on the Board. The reason for limiting the terms to ensure a constant refresh and renewal of members participating at Board level.
2. The period of time that a person could be co-opted to the Board. The current Rules are somewhat ambiguous about how long a member can be co-opted for. The proposed change gives better direction to the Board.
3. The removal of student representatives on the Board. It was noted that students have never shown an interest in being involved in the governance of PodiatryNZ. The Board has observed other associations where students have joined the Board and they have come to conclusion that it is an expensive activity with no noticeable impact on the link between students and their association.

The specific changes were put to the members in one motion.

"That the current Rules of PodiatryNZ be amended as follows:

**Clause 7.a.vi. to be added:** This clause to read: No person may be a member of the Board for more than 6 consecutive years, they may nominate for a further Board position after a two year stand down period.

**Clause 7.a.v to be amended.** This clause currently reads: The Board may co-opt from time to time additional Board members with or without full voting rights provided that at no time shall there be more than two [2] such co-opted Board members. Their term of appointment will be two years unless the Board specifies a shorter period or earlier rescinds their appointment. A

person may be co-opted because they bring particular aptitude to the Board and such person(s) may or may not be a current Member.

**Be replaced with:** The Board may co-opt additional Board members with or without full voting rights provided that at no time there shall be more than two (2) such co-opted Board members. The term of appoint will be until the following AGM unless the Board specifies a shorter period or rescinds their appointment. A person may be co-opted because they bring particular aptitude to the Board and such person(s) may or may not be a current Member.

**Clause 7.a.iv. To be removed: This clause currently reads:** One Podiatrist student representative. A student representative body (recognised by the Board), shall determine their processes for selecting their representative.”

There were no questions.

Moved by Rachael Harper

Seconded by Pauline Bowden

The motion was carried.

## Members Introduced

Ben explained that there can be a maximum of 7 Board members. One member is appointed by a Maori organisation –Lawrence Kingi has been in the role since 2015 and remains. He provides valuable insight into many worlds and I have to say even though we have a long way to go, we have taken baby steps towards a more culturally inclusive organisation.

Three members are voted on to the Board by the members. By staggering terms, there is continuity of members and institutional knowledge. Sarah Duncan and Matt Franken have terms that expire in 2021. The only nomination received during the nomination period was from Rachael Harper. The 2020/2021 Board was declared as Lawrence Kingi, Rachael Harper, Sarah Duncan and Matt Franken.

At their first meeting, the Board will consider the skills needed to round the Board membership and co-opt members if necessary.

Ben noted that during the previous 12 months, Caron Orelowitz and Angela Brenton-Rules stood down from their Board roles. Rebecca Holbrook’s term expired at this meeting.

He went on to say that Caron having such tremendous institutional knowledge and experience was quickly seconded to provide services back to the profession in the role of Professional Advisor and as Head of School, Angela is invited to attend each Board meeting – this way we continue to have strong links with the profession and the podiatry school.

He commented that the profession owes a debt of gratitude to both Caron and Angela and given that the AGM was an online meeting, it did not feel quite the right place to recognise their involvement with appropriate appreciation. He said, we should look forward to having that opportunity at our 2021 Conference in Rotorua.

I am very appreciative of the efforts of all Board members and our volunteers who put in considerable time and effort and share in the various functions that we undertake for you our members.

On your behalf, I thank them all for their assistance.

## 7. General Business – Rachel Harper

Members were requested to put questions into the chat box function. There were no questions asked. There were a number of expressions of thanks recorded. These being:

Louise Nixon: thanks Jen et al

Ann Hurley: Jen and Leslie a Big Thank you for all your help throughout the year.

Cassie Calvert: Agreed Ann, they've been awesome 🙌

Caron Orelowitz: Ben- Thanks for all your hard work and dedication

Judy Thompson: Ditto ^^^^

Julia Home: Thank you Ben, Jen and Leslie

Kathy Hitchcox: thanks guys for all the dedication and time you donate to us all

Catherine Kelly: Thank you all for your hard work

Michaela Wakelin: thanks heaps

Ann Hurley: Thank you Ben

Babra Bondo: thank you

Lisa Hinchcliff: Thanks for all the time you have given to Podiatry Ben

## Close - Ben Lamb

In closing, Ben reflected that he had been a member of PodiatryNZ since he graduated, joining the Board in 2011, appointed chair in 2014. He said it had been a pleasure to work with a group of podiatrists who are as passionate about the profession as he is. They are collegial and clearly committed to improving the quality of and access to podiatry.

Ben expressed his appreciation to all the board members during his time as chair: Jenny Cousins, Caron Orelowitz, Michele Garrett, Andrew Jones, Lawrence Kingi, Angela Brenton Rule, Matt Franken, Rebecca Holbrook, Sarah Duncan and Rachael Harper all of them, he said made his time on the board enjoyable, extremely constructive and very rewarding.

He wished all members well post COVID and looked forward to working in and continuing to support podiatry.

Lawrence closed with a Karakia