

## 73rd Annual General Meeting – Wednesday 16 October 2019

Remuera Club Auckland

*Our vision is to advance the quality of and access to podiatry*

### Annual General Meeting

**In attendance – in person:** Jane Butler, Michele Garrett, Ben Lamb, Caron Orelowitz, Angela Brenton-Rule, YuTse (James) Wu, Shannon Durey, Rachel Carle, Matthew Carroll, Liya Janali, Kalique Zullal, Judy Thompson, Hoi Sun Ng, Greer Noble, Frank Kwak, Cory Nicholls, Chathuri Gunasekera, Cameron Palmer, Alexandra Noble-Beasley, Dr Stacey Clarke.

**Apologies:** Matt Franken, Keith Atkin, Carleen Gibbons, Tania Scott, Gita Pragji, Jonathon Hagon, Wendy Hagon, Patricia Stowell, Catherine Kelly, Ann Hurley, Claire O’Shea, Simon Speight, Lawrence Kingi, Rebecca Finchett, Leah Lynch, Israa Alhussain, Carmen Yegambraram-Brown, Lisa Hinchcliff, Young Min Lee, Prudence Molyneux, Sara Saadat, Fiona Stark, Jeanette Speck, Sarah Franke, Rachael Harper, Ann Hurley, Andrew Jones, Treena Harris.

**Proxies:** Patricia Stowell to Ben Lamb. Treena Harris to Ben Lamb.

### Ben Lamb chaired the meeting which she declared open at 6.04 pm

He welcomed everyone to the 73rd Annual General Meeting of PodiatryNZ and thanked members for attending. He explained that PodiatryNZ had a great 2019 year and he was pleased to be here to share our report on it with members. He stated he was going to conduct the essential business of the annual general meeting before engaging members in a conversation about issues of the day.

### Apologies and Proxies

Jennifer read out the apologies and proxies received. The apologies and proxies as noted above were recorded.

### Introduction

Ben called on Caron Orelowitz to provide an overview of how PodiatryNZ works. Caron explained that PodiatryNZ is an incorporated society, meaning it is an organisation owned and run by its voting members.

She said the Rules (found on the website) explain who a member can be, how people are elected to govern the association. Caron went on to talk about how the Board delegate the operations and administration of PodiatryNZ to Butler Pelvin & Associates who deliver on the association’s strategic objectives.

She highlighted how Board’s role is to set the vision and the strategic direction for PodiatryNZ. The vision being "to improve the quality of and access to podiatry".

Everything the Board does with PodiatryNZ is available to Members for scrutiny which is one of the reasons for having an annual general meeting. Through communications like the annual report, members and other stakeholders get to review what the organisation has been doing and provide input and shape the direction of the association.

### Minutes of Previous AGM

There were no questions in respect of the minutes of the 72nd Annual General Meeting?

The motion "that the minutes for the 72nd Annual General Meeting be accepted as true and correct" was put.

Moved by Ben Lamb  
Seconded by Stacey Clarke  
The motion was carried.

## **Presentation of Reports**

### **Annual Report – Ben Lamb**

Ben highlighted 3 of our many achievements of PodiatryNZ in the last year. Advocacy, Visibility and On-line Learning.

Advocacy He explained that PodiatryNZ had managed to raise the profile of podiatry all around the country and had a real increase in the amount of representation to government agencies and department with Health, ACC and Immigration being the main ones.

The thing about advocacy he said was that it was important to have trusted relationships with stakeholders and to be kept in their view. Ben said it's very rare to have quick wins and without good relationships we can be side-lined or worse completely ignored.

Visibility Ben explained that visibility is important not only for stakeholders but also for clients and patients. This year PodiatryNZ had started to update our on-line and public profile. He mentioned the new website for the public. The aim he said being to provide useful information to the public and direct them to the search function so they can find the appropriate podiatrist to see.

Online Learning The on-line learning offerings from PodiatryNZ had increased. Members can learn at their own place in their own time. Current e-learning gives access to: anaesthetic techniques, fundamentals sports and infection control. Later this year, he said we will be commencing regular webinar meetings for those who have previously attended Clinic Handbook training and in the new year we will be bringing more online offerings including WoundCare.

### Consistent Benefits

Along with these three high profile benefits, Ben explained we have a stable of other member benefits that rate in all our member feedback surveys. Professional Insurance – PodiatryNZ take the worry out of having to determine what insurance cover podiatrists need to have. Conference – getting the majority of your CPD points at one event – all while you are enjoying the fellowship of your colleagues at a fun event. Special Interest group areas – high risk foot, sports, paediatrics and clinic management. Most importantly Ben said, the secretariat (the office) know members personally and often they communicate to members by email or over the phone, providing caring and confidential support, helping members when they need it most. He made the point of explaining that with PodiatryNZ, members are not alone – we are a collegial group working alongside each other providing support in as many ways as we can.

Ben Lamb moved that then annual report for the year ended 30 June 2018 be adopted.

Seconded: Judy Thompson

The motion was carried.

## **Audited Financial Statements**

### **Confirmation of Annual Accounts Presented by Jennifer Pelvin, Chief Executive**

Jennifer reported that the financial reports have been sent to members were available on the website. Also, there are some copies here if anyone would like to review them in detail.

In presenting the report, Jennifer explained that the PodiatryNZ auditors are the Wellington based audit firm, Dent & Heath who specialise in not for profit associations.

The bottom line being that PodiatryNZ made a surplus of \$71,623 in the 2018 year which could be directly contributed to an increase in generous funding from suppliers through sponsorship and support of the conference. She highlighted the fact that PodiatryNZ income is cyclical because conference is only held every two years, and this was a major income producing activity for the association.

Jennifer explained that for 2019, was one of the years where we posted a loss. Just over \$15,000. The Board had set a priority program and last year one of the decisions was to focus on a couple of projects that required investment to keep PodiatryNZ tracking and investing in the future.

These projects included strengthening the governing capacity given that the organisation is only as good as the people who take on the governing roles. It was noted that the Board had mentored two members on the Board to ensure we there is an adequate pool of future Board members. Jennifer acknowledged that many members attended the conference and other events during the year and their continued support was appreciated. She also reported that the organisations financial situation is strong and there were enough reserves to manage the association for 12 months in the event of an adverse event.

The motion "that the financial statements for the year ended 30 June 2019 be adopted." was put.

There were no questions.

Moved by Alexandra Noble-Beasley

Seconded by Judy Thompson

The motion was carried.

## **Board Members Introduced – Ben Lamb**

Ben spoke about the importance of good governance and the requirement to have an effective board. He expressed the view that there needed to be a group of people with the appropriate mix of skills, knowledge and experience that fits with the organisation's objectives and strategic goals. He said that over the past 12 – 18 months, the Board had strived to identify a group of diverse people – age, location, type of work, ethnicity, gender etc. saying that it was important to expand the pool of candidates to cover as many of those attributes as possible. For this reason, he said, the Board had invited two members to participate in Board activities. The members being Sarah Duncan and Rachael Harper and he thanked them for stepping up and giving of their time to take an interest in professional interests.

He explained that this year the number of candidates exceeded the number of positions available and that the Board agreed that the two candidates with the next highest votes would be co-opted for a one-year term.

Over 63% of members voted in the electronic election and senior and past Board member Julianne Jackson scrutineered and checked the votes.

## The Board was declared:

- Lawrence Kingi – Maori Representative
- Ben Lamb – term expiring 2020
- Rebecca Finchett – term expiring 2020
- Angela Brenton Rule – term expiring 2021
- Matt Franken – term expiring 2021
- Caron Orelowitz - term expiring 2021

Ben thanked all Board members and our volunteers for putting in considerable time and effort and sharing in the various functions that were undertake over the last year for the members.

## **Sports Accreditation**

Jennifer thanked major sponsor ASICS for their ongoing support not only for providing financial assistance but also for being fantastically supportive of PodiatryNZ of establishing a program to recognise members who wanted a structured, educational and practical pathway to recognise sports status.

Chris Horrocks from ASICS presented three of the first 11 recipients with their Sports Accreditation certificates. These being Ben Lamb, Caron Orelowitz and Cameron Palmer. The other members who had achieved accreditation, but who were not present were acknowledged. These being:

- Simon Wheeler
- Catherine Kelly
- Matthew Franken
- Sarah Duncan
- Christopher Gates
- Nick Haley
- Sharon Brenton, and
- Kirwan Franke

## **Close**

With no further business, Ben thanked everyone for attending. The meeting was closed at 6.35 pm.