



**FOUNDATION AND BRIDGING EDUCATORS NEW ZEALAND**

**ANNUAL GENERAL MEETING 2017**

**MINUTES**

**IN ATTENDANCE:**

**FABENZ Executive:** Rae Trewartha: (Unitec), Anne Kennington (Wintec), Ruby Day (Wintec), Mary Manderson, (Whitireia-Welltec), Jackie Tims (Unitec); Sonya Fonua (University of Auckland)

**FABENZ Members:** Wintec: Kitt Foreman; Unitec: Lisa Maurice-Takerei, Clare Goodwin, Annemarie Meijnen, Avian McManus, Susan Watene, Debbie Loveridge, Vinesh Sima.

	<b>ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
1.	<b>Apologies</b>	Karen Seary, Maria Meredith and Helen Anderson	
2.	<b>Minutes of Previous Meeting</b>	<p><b>Motion 1:</b></p> <p>That the Minutes of the Previous meeting be accepted as read with the following changes: Mary Manderson (add Whitireia-Welltec) and Sonya Fonua asked that Townsend be removed.</p> <p>Moved: Susan Watene            Seconded: Avian McManus            Motion was passed.</p>	
3.	<b>Matters Arising</b>	<ul style="list-style-type: none"> <li>• The bestowing of a Te Reo Māori name on FABENZ.</li> <li>• Jackie is now on the ASB records</li> </ul>	Susan Watene and Mei Winiata to determine.
4.	<b>Treasurer's Report</b>	<ul style="list-style-type: none"> <li>• Rae spoke to the Treasurer's Report attached at <i>Appendix 1</i> and the Financial Statement for 2017 at <i>Appendix 2</i>.</li> </ul> <p><b>Motion 2:</b></p> <p>That the Treasurer's Report and Financial</p>	

		<p>Statement be accepted as read.</p> <p>Moved: Clare Goodwin Seconded: Debbie Loveridge Motion was passed.</p> <ul style="list-style-type: none"> <li>• Budget for 2018 Conference needs approval. Refer to <i>Appendix 3</i>.</li> </ul> <p>It is envisaged that we can cover the Conference costs with the registration fee. Discussion on amount to charge raised the possibility of \$450/person or \$460/person.</p> <p><b>Motion 3:</b></p> <p>That we accept the budget projections and registration of \$460.00 for the Conference.</p> <p>Moved: Annemarie Meijnen Seconded: Debbie Loveridge Motion was passed.</p>	
5.	<b>Election of Officers</b>	<p><b>Motion 4:</b></p> <p>That we postpone the election of officers until next year as they were appointed at the last Forum.</p> <p>Moved: Rae Trewartha Seconded: Kitt Foreman Motion was passed.</p>	
6.	<b>Conference Update</b>	<ul style="list-style-type: none"> <li>• CQ has been booked and approved.</li> <li>• Food has been ordered.</li> <li>• Helen Anderson and Rae met and proposed a format change for the conference.</li> <li>• Ideas: two papers/room and no powerpoints (ten per group). Workshop possibility but not delivery off the paper. Proper workshops. Pecha Kucha session: Twenty-slides/Twenty-minute sessions</li> </ul>	

		<p>and Keynote. Discussion ensued.</p> <ul style="list-style-type: none"> <li>• Give it a go and debrief it.</li> <li>• Jacinda Ardern has been invited. Chris Hipkins might be another option. Welby Ings (AUT) perhaps. Sia Fiegel (Pasifika). We'll keep working on this.</li> </ul>	<b>Rae</b>
<b>7.</b>	<b>General Business</b>	Opportunities and submissions for Foundation Education in new TES with government was mentioned but not discussed at this time.	
		<b>Meeting closed: 2:17pm</b>	

**Foundation and Bridging Educators New Zealand Incorporated**  
**2327390**

**Statement of Income and Expenditure**

**For the year ended 30 November 2017**

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<b>INCOME</b>	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
2015 Forum registration		95.00
Forum registrations		3,185.00
Forum sponsorship	5,000.00	4,000.00
Conference sponsorship		
Conference registrations	5,885.00	34,210.00
Interest	62.50	151.86
<b>Total income</b>	<b>10,968.33</b>	<b>34,456.86</b>
<b>EXPENSES</b>		
Forum expenses	8,610.64	17.49
Conference expenses – 2016	38,468.71	945.00
Website hosting	96.60	132.58
Teleconferencing		55.36
Postage	22.00	22.00
Withholding Tax	20.63	50.11
<b>Total expenses</b>	<b>47,218.58</b>	<b>1,222.54</b>
<b>Net surplus/ (loss)</b>	<b>(36,250.25)</b>	<b>33,324.32</b>

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