



Minutes of the Annual General Meeting 2021

Date: Saturday 3rd July

Venue: Rydges Hotel, 75 Featherstone Street, Wellington

Time: 11a.m.

Mihi Whakatau

Co-Chairs: Christine Macfarlane - **President** and Gay Puketapu-Andrews - **Te Ahi Kaa**

Present: 27 via zoom, 6 Life Members, 36 Members in person, 4 Provisional Members, and 1 student affiliate signed the attendance register exceeding the minimum quorum requirement of 20.

Apologies: Kathy Crocket

General Business

- CPD and National Office (Carol White)
- Supervision (Kathryn Barclay)
- Non-Constitutional Remit – Structure of Executive (Robyn McGill)

Confirmation of Minutes of Annual General Meeting 8th August 2020

No matters were arising from the minutes

Proposed:

“That the minutes of the Annual General Meeting held 8th August 2020 be confirmed.”

Moved from the Chair

Motion Carried

Correspondence List

This can be requested from ED at National Office at any time

Inwards received – outwards approved

Moved from the Chair

Motion carried

Adoption of Annual Reports

President, Ahi Kaa, Treasurer, Executive Portfolio Reports; Committee Reports; Branch Reports

Deb Fraser requested a template for branch reports be created around critical areas of reporting

Action: National Executive Branch Consultation Committee to collaborate with Branch Chairs to create a template

Ratification of National Committee members and National Executive

Appointees to Ethics Committee:

Sue Webb	(Convenor)	Wendy Talbot	(Waikato)
Carol White	(Auckland)	Lex McMillan	(Auckland)
Mandy Down	(Te Roopu Māori)	Rangi Davis	(Te Roopu Māori)
Liz Price	(Nelson)	Jonathan Loan	(Marlborough)
Vacancy			

Andrea Black (Regional Coordinator, Te Tai Tokerau)
Elahe Khaleghian (Regional Coordinator, Auckland)
Glen Silvester (Regional Coordinator, Bay of Plenty/Waikato)
Elayne Johnston (Regional Coordinator, Taranaki to Hawkes Bay)
Jane Henson (Regional Coordinator, Wellington)
Irene Paton (Regional Coordinator, Canterbury)
Deb Fraser (Regional Coordinator, Otago, Southland)

Alexandra Smith (National Executive Liaison)
Jo Robertson (Legal Advisor, Auckland)

Proposed:

“That the appointments of the members to the Ethics Committee be confirmed”.

Moved from the Chair
Motion Carried

Appointees to Supervision Committee

Naarah Simpson (Convenor) Gail Allan (Te Roopu Maori and Co-Convenor)
Fia Turner Monique Dalrymple
Vacancy (Te Roopu Maori)

Eugene Davis (National Executive Liaison)

Proposed:

“That the appointments of the members to the Supervision Committee be confirmed”.

Moved from the Chair
Motion Carried

Appointees to the Membership Committee

Robyn McGill (Convenor) Toia Chase (Te Roopu Māori and Liaison from Assessment Team)
Vacancy (Te Roopu Māori) Val Boag (Liaison from Assessment Team)

Assessment Team:

Val Boag (Convenor) Mark Pope
John Hibbs Nickei Falconer (Assessment Team)
Toia Chase (Te Roopu Māori) Virginia Maskill
Sonya McKirdy (Te Roopu Māori) Verona Nicholson

Debbie North Membership Manager (Ex Officio)
Sheryl Smith (National Executive Liaison)

Proposed:

“That the appointments of the members to the Membership Committee be confirmed.”

Moved from the Chair
Motion Carried

Appointees to Counsellor Education Committee

Margaret Agee (Auckland University) (Convenor) Judi Miller (Canterbury University)
Raewyn Laurenson (Nelson Marlborough Polytechnic) Vacancy
Huhana Pene (Te Roopu Māori) Vacancy (Te Roopu Māori)

Maria Reynolds (National Executive Liaison)

Proposed:

“That the appointments of the members to the Counsellor Education Committee be confirmed.”

Moved from the Chair
Motion Carried

Adoption of the Financial Report and Statement of Accounts 2021

- Acknowledgment of the tough year National Executive have had
- membership disquiet
- Extra hours and attention to detail
- Questions posed on the budget: Budget increased and National Office expenditure increased? - Ahi Kaa and President were reimbursed after exiting of Antony McFelin in March; this is not under the salary line of ED
- Professional Fees under management? – Accountant fees and, after an internal financial staff member left, we moved into the new accounting system with an external bookkeeping company (Third Arm). Review to determine whether that works for NZAC – an internal staff member or external company Third Arm?
- AGM expenses and PD Day were higher than last year – a decision was made to spend extra to bring members together
- Acknowledging Marion Boyd (Treasurer) and Antony McFelin for his support and financial subgroup members: Maria Reynolds, Miriama Tolo and Gay Puketapu-Andrews in the absence of an ED.

Proposed:

“That the Financial Report and the Financial Accounts for the year ending 31 March 2021 be adopted”

Moved from the Chair
Motion Carried

Confirmation of Annual Subscription

Indication subscriptions will change next year, and a notification will occur for this coming year.

Note: There has been no increase for the last four years

Proposed:

“That annual subscriptions for the 2021-2022 year remain the same as 2020-2021:

Member \$415.00,

Provisional Member \$262.50,

Non-Practising/Subscriber \$85.00,

Retired Member/Student \$40,

Low Income Rebate 30%”

Moved from the Chair
Motion Carried

Constitutional Remits:

Proposed:

Motion to change Rule 2.11

To express, through its activities and resource allocations, a strong commitment to reduce the social disadvantages resulting from differences of ethnicity, gender, age, class, religion, sexual orientation, and any contravention of human rights

Rationale:

The implicit references to ngā ritenga Māori and honouring Māori spiritual values and practices are strengthened

Moved from the Chair
Motion Carried

Proposed:

Motion to change Rule 8. (F)

The Chairperson of any meeting shall have a casting vote as well as a deliberative vote and the Te Ahi Kaa presides over any meetings – or voting – about Maori issues.

Rationale:

This rule had implications for partnership and tino rangatiratanga. To make the proposed change will honour NZAC commitment to partnership and tino rangatiratanga.

Moved from the Chair

Motion Carried

Proposed:

Motion to change Rule 9. (A)

The management of the Association shall be vested in a National Executive which shall consist of the officers of the Association namely the President, Te Ahi Kaa, the Secretary, the Treasurer and nine other Members, one from Te Roopu Maori, who is known as Kaitumutumu and eight elected from each of the following electoral regions

Rationale:

Amendments throughout NZAC Constitution ensure Te Roopu Māori is consistently referred to as 'Te Roopu Māori'. Currently, Te Roopu Māori is sometimes referred to as "the Māori Roopu" or "National Māori Roopu".

Moved from the Chair

Two against, Four Abstaining

Motion Carried

Proposed:

Motion to change Rule 11 D.1

The National Executive shall appoint a Supervision Committee, which shall consist of no fewer than six (6) members, one of whom shall be a member of the National Executive. Two members of the committee shall be appointed from Te Roopu Maori. A convenor shall be appointed from within the committee.

Rationale:

Amendments throughout NZAC Constitution are made to ensure Te Roopu Māori is consistently referred to as 'Te Roopu Māori'. Currently Te Roopu Māori is sometimes referred to as "the Māori Roopu" or "National Māori Roopu".

Moved from the Chair

Motion Carried

Proposed:

Motion to change Rule 11. E.1

The National Executive shall appoint an Ethics Committee which shall consist of no fewer than eight members of the NZAC, and at least one person from the National Executive. Two members of the committee shall be appointed from Te Roopu Maori. From within this Committee, an Ethics Convenor shall be appointed who shall not participate in Hearings.

Rationale:

Amendments throughout NZAC Constitution are made to ensure Te Roopu Māori is consistently referred to as 'Te Roopu Māori'. Currently Te Roopu Māori is sometimes referred to as "the Māori Roopu" or "National Māori Roopu".

Moved from the Chair

Motion Carried

Proposed:

Motion to change Rule 11. F.1

The National Executive shall appoint a Membership Committee which shall consist of no fewer than eight members. One of those members shall be from the National Executive. Two members of the committee shall be appointed from Te Roopu Maori.

Rationale:

Amendments throughout NZAC Constitution are made to ensure Te Roopu Māori is consistently referred to as 'Te Roopu Māori'. Currently Te Roopu Māori is sometimes referred to as "the Māori Roopu" or "National Māori Roopu".

Moved from the Chair

Motion Carried

Proposed:

Motion to change Rule 11. G.1

The National Executive shall appoint a Counsellor Education Committee, which shall consist of no fewer than four members. One of those members shall be from the National Executive. Two members of the committee shall be appointed from Te Roopu Maori,

Rationale:

Amendments throughout NZAC Constitution are made to ensure Te Roopu Māori is consistently referred to as 'Te Roopu Māori'. Currently Te Roopu Māori is sometimes referred to as "the Māori Roopu" or "National Māori Roopu".

Moved from the Chair

Motion Carried

Proposed:

Motion to change Rule 2. (1)

To promote effective counselling services that are honouring responsibilities under Te Tiriti o Waitangi;

Rationale:

To make explicit the commitment NZAC has to promote effective counselling under Te Tiriti o Waitangi

Moved from the Chair

Motion Carried

Proposed:

Motion to change Rule 8. (A)

The chair at any meeting shall be taken by the President, with Te Ahi Kaa, or in their absence, by a Member appointed by the meeting. The Chairperson shall have full authority to conduct the meeting in accordance with standard meeting procedure.

Rationale:

Whereas it is stated in some NZAC documentation that Te Ahi Kaa will preside over executive meetings with the President, in section 8(A) of The Constitution it states meetings will be chaired by "the President, or Te Ahi Kaa"77. This has implications for partnership and tino rangatiratanga when applied to section 8(F) where the "chairperson of any meeting shall have a casting vote as well as a deliberative vote"

Moved from the Chair

Motion Carried

General Business – Discussions followed

CPD

CPD has been undertaken for three years now – is it time for review?

Experienced versus provisional members?

Ongoing learning is important

Te Ao Māori visibility – incorporate more emphasis on this

Counsellors put themselves forward for standards to achieve =- guidelines developed and open for negotiation

Ideas present– are worth talking about and attending to

Don't think we got it right

Could there be consideration of other professional plans that align with CPD in their response?

Puawānanga Kaitaiki – on every agenda, stretching ourselves, working through competencies

Continue to reflect and develop practise

Growth needs to continue and differentiation to occur between tracking the templates/wording and principles

Good to note this year that all members passed due to COVID exception on auditing

CPD has lacked on the diverse cultural side

CPD Manager position vacant

Action: Audit Committee to review CPD process. Questions to be taken to the August meeting this year.

National Office

The enormous workload for the National executive without an ED

Contacting the national office is impossible

Enquiries not being responded to

Proposal for temp person next year to answer enquiries – helping with CPD and any other enquiries

Understaffed and admin person on maternity leave – a confluence of circumstances

IT website painful process

Sian Andrews-Warmuth contracted as it is not a financial option to employ an IT person

National Executive is reviewing staffing at the National Office – in roads for capacity- financial person internal

Question on how members can put in suggestions – how can members feed in? Response – Branch Consultation

Perhaps around design – looking at the website?

Supervision

Supervision is being marginalised re: payment. There is a monthly minimum – NZAC language – we need to look at the language re frequency of supervision and amount - Supervision policy

Submitting something online - editing and the role of supervisor in CPD

Supervision relationship is accountable to the auditors, and what do people do if a supervisor doesn't approve CPD

There are two on the supervision committee, and Māori are stretched thin in this space

ACC requirements for provisional members – requiring more supervision

Acknowledging supervisors – what are the qualities of counselling supervision – conversation is needed

Looking at ongoing CPD – supportive of all colleagues

Diversity needed in supervision – Pacifica Worldview – Allowing space for ethnic minority counsellors

Action: Review the Supervision Policy and correspondence in the supervision committee. Supervision Committee to develop a work plan and share it with combined committees

Non-Constitutional Remit – Structure of Executive

Regional Representatives don't perform the way they used to

This is not a new conversation

Remote communities not presented

Power differentials exist already - exploring alternative board structures

NE team is a business model

Research had shown that smaller boards lack diversity

Good to investigate how we operate as an organisation

Integrate Puawananga in the structure

Skills based members

More mobile

Diversity - rural communities

Regional Rep for the whole country?

Good to investigate how we operate

TOR for structural change – consultation – Te Tiriti Part One and to follow: Te Tiriti Part Two – what will that look like in practice – the Te Tiriti Relationship

Remit proposed:

That National Executive investigate changes to the structure of the National Executive and bring the recommendations to the 2022 Annual General Meeting.

Rationale:

For at least ten years National Executive has discussed making changes to its structure to enable it to function more effectively. The significant changes in the last 30+ years have been the creation of Ahi Kaa and Kaitumutumu roles. The regional representative positions which have been in place for over three

decades have in recent years been difficult to fill. The society within which the Association is positioned has changed significantly since the current regional representative model was introduced in the late 1980's. It might be more effective to utilise another model to further the Association's work programme.

Moved by Robyn McGill, Seconded by Alastair Crocket
One against, Motion Carried

Life Membership Nomination

Life Membership Nomination: **Ada Crowe**

The Otago Branch committee canvassed their members and brought forward the following motion:

"That Life Membership is conferred upon Ada Crowe"

Moved from Jean Andrews, seconded by Diane Beg and supported by Amy McLoughlin (Māori Roopu)
All in favour

Motion Carried

Ratification of the election of National Executive members

Ratification of National Secretary

The appointment of Jeanine Lumsden was confirmed in September 2020. As per the motion proposed in the NZAC AGM 2020, the appointment is to be ratified in this AGM.

Proposed:

"That the appointment of Jeanine Lumsden as National Secretary is ratified.

Moved from the Chair

Motion Carried

Ratification of National Treasurer

The appointment of Marion Boyd was confirmed in November 2020. As per the motion proposed in the NZAC AGM 2020, the appointment is to be ratified in this AGM.

Proposed:

That the appointment of Marion Boyd as National Treasurer is ratified.

Moved from the Chair

Motion Carried

Ratification of the election of Regional Representative to National Executive:

Ratification of Otago Southland Regional Representative

The appointment of James Howey was confirmed in May 2021. As per the motion proposed in the NZAC AGM 2020, the appointment is to be ratified in this AGM.

Proposed:

"That the appointment of James Howey as the Otago Southland Regional Representative is ratified.

Moved from the Chair

Motion Carried

Nomination for Waikato; King Country; Bay of Plenty Regional Representative to National Executive

Maria Reynolds completed a term as Waikato; King Country; Bay of Plenty Regional Representative and has been re-nominated by the Branch for a further term.

Proposed:

"That Maria Reynolds is elected as Waikato; King Country; Bay of Plenty Regional Representative.

Moved from the Chair

Motion Carried

Poroporoaki / Conclusion with afternoon tea