



Secretary  
**REAAA New Zealand Chapter Inc**  
 PO Box 12 647  
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## MINUTES OF ANNUAL GENERAL MEETING

**Venue:** West Plaza, 110-115 Wakefield Street, Wellington  
**Date:** Thursday 29 March 2011  
**Time:** 12.30pm

Item	Discussion
	<p><b><u>In Attendance</u></b></p> <p><b>Committee:</b> Richard Steel (Chairman), Brendan Bisley (Treasurer), Dave Bates, Chris Gregory, Ewan Hunter, Rob Napier, Tim Talbot, Allan Tuck, and Lisa Pallister (Secretary)</p> <p><b>Members:</b> Mark Gordan (AECOM), Brian Smith (Beca), Iain Smith (Beca), Jerry Spinks (Beca), Kiran Hira (Beca), Mark Sneddon (Beca), Sharon Durno (Beca), Wayne Holcroft (Beca), Onno Mulder (CityCare), David Hutchison (Downer) Ian Taylor (Downer), Garry Price (Fulton Hogan), Melissa Kingi (Fulton Hogan), Murray Campbell (Fulton Hogan), Peter Denton (Fulton Hogan), David Crowther (GHD), Simon Bird (GHD), Ron Muir (Hutt City Council), Alan Bannatyne (MWH), Jason Wildman (MWH), Steve Hutchison (MWH), Des O’Sullivan (NZTA), Ewan Smith (NZTA), Janice Brass (NZTA), Rebecca George (NZTA), Joanna Towler (NZTA), Murray Riley (NZTA), Rob Merrifield (NZTA), Pathmanathan Brabharharan (Opus), John Patrick (Opus) Horace Parker (Upper Hutt City Council) and Deven Singh (Wellington City Council)</p>
1	<p><b><u>Apologies</u></b></p> <p>Shaun Magee, Glenn Campbell, Chris Scott, Richard Bailey, Murray Hasler, Peter Mortimer, Murray Washington, David Edge, Andrew Dixon, Ian Stenberg, Carry McGraw, and Muir Coup</p> <p><b>Resolved:</b>          That the apologies be accepted.</p> <p style="text-align: right;">Allan Tuck/Ewan Hunter  <b>Carried</b></p>
2	<p><b><u>Confirmation of Minutes of last meeting</u></b></p> <p><b>Meeting held on 1 July 2010</b></p> <p>That the minutes of the previous meeting circulated with the agenda were confirmed</p>

	<p>as being a true and accurate record.</p> <p style="text-align: right;">Brendan Bisley/Allan Tuck <b>Carried</b></p>
3	<p><b><u>Matters Arising from the Action Sheet</u></b></p> <p><b>From meeting held on 1 July 2010:</b></p> <ul style="list-style-type: none"> <li>• There were no matters arising from the previous minutes.</li> </ul>
4	<p><b><u>Adoption of Audited 2010 Accounts</u></b></p> <ul style="list-style-type: none"> <li>• The Treasurer, Brendan Bisley, presented the audited 2010 accounts.</li> <li>• The Treasurer noted the difference in the profit from 2009 to 2010 was the Low Volume Roads workshop which was held in 2009 with a very successful profit.</li> <li>• The 2010 roadshow was not as successful as previous years with numbers lower in 2010 as other years.</li> </ul> <p><b>Resolved:</b> That the audited accounts be adopted.</p> <p style="text-align: right;">Ewan Hunter/Dave Bates <b>Carried</b></p>
5	<p><b><u>REAAA NZ Chapter 2011 Budget</u></b></p> <ul style="list-style-type: none"> <li>• The Treasurer presented the 2011 budget for acceptance.</li> <li>• The Treasurer noted the budget projected a conservative profit from the upcoming Low Volume Roads Workshop.</li> <li>• The Treasurer noted that income from the roadshow and Low Volume Roads workshop was used to cover the breakfast forums as they do run at a loss however the committee sees these forums beneficial to the chapter's members.</li> </ul> <p><b>Resolved:</b> That the 2011 budget presented is adopted.</p> <p style="text-align: right;">Rob Napier/Allan Tuck <b>Carried</b></p>
6	<p><b><u>Chairperson's Report</u></b></p> <ul style="list-style-type: none"> <li>• The Chairman, Richard Steel presented his annual Chairperson's report.</li> <li>• The Chairman also presented the chapter's newly designed website at <a href="http://www.reaaa.co.nz">www.reaaa.co.nz</a></li> </ul> <p><b>Resolved:</b> That the 2010 Chairman's report be accepted.</p> <p style="text-align: right;">Brendan Bisley/Onno Mulder <b>Carried</b></p>
7	<p><b><u>Adoption of remits</u></b></p> <ul style="list-style-type: none"> <li>• The remit proposing the change to enable committee member nominations to be accepted at Annual General Meetings was discussed.</li> <li>• The remit proposing the change to the constitution to enable the auditor to prepare the financial statements. The Chairman noted that the chapter will still be able to request a full audit if necessary.</li> </ul>

	<p><b>Resolved:</b> That the REAAA NZ Chapter constitution is amended to reflect the above change to the Auditor.</p> <p style="text-align: right;">Rob Napier/Ewan Hunter <b>Carried</b></p> <p>That the REAAA NZ Chapter constitution is amended to reflect the above change to the committee management</p> <p style="text-align: right;">Dave Bates/Allan Tuck <b>Carried</b></p>
8	<p><b><u>Election of members to the Committee</u></b></p> <ul style="list-style-type: none"> <li>• The Chairman advised there were no changes to the committee going into 2011.</li> <li>• There were no elections from the floor.</li> </ul> <p><b>Resolved:</b> The committee remains the same as for 2010.</p> <p style="text-align: right;">Ewan Hunter/Brendan Bisley <b>Carried</b></p>
9	<p><b><u>General Business</u></b></p> <ul style="list-style-type: none"> <li>• The Chairman noted the external auditor used for the 2010 accounts was D M Lander, Johnsonville and the members agreed for D M Lander to prepare the 2011 accounts.</li> </ul> <p style="text-align: right;">Allan Tuck/Brendan Bisley <b>Carried</b></p> <p style="text-align: center;"><b>The meeting closed at 12.45pm</b></p>