

	New Zealand Outdoor Instructors Association (NZOIA) AGM – 6pm 7 October 2023 – Glentui Lodge, Glentui, North Canterbury
Present	Gemma Parkin (Chair), Jo Thompson, Tim Wills, Sonya Sutherland, Penny Holland, David Mangnall, Darrin Worsfold, Tristan Bennett, Abby Mitchell, Hillary McDonald, Simon Goodwin, Xania Miller, Megan Jackson, Pete Eley, Tony Wright, Emma Kelly, Jason Bond, Bailey Stubbs, Andy Thompson, Paul Skerten, Sophie Hoskins (EONZ), Mark Jones, Cared Blackham, Bridg Janse, Jessica Zanetti (DoE), Meg Ryan, Tristan Rowe, Nathalie Nasrallah, Chee Joe, Ryan Malcolm, Peter Ross, Sam Newton (RA), Amy Horn, Paul Yeoman, Mark Johnston, Jen Riley, Erin Chapman, Hayden Titchener, Paul Humphreys, Joseph Scott, E Eade, Richie Jacomb, Steve Onyett, Diana Johnston, Olivia Tsouprake, Isaac Bayldon, Shanan Miles, Sam Russek, Gregg Beisly, Andrew Mount, Emma Millen, Ben Keene, Hamish Reid, Ben Smedley, Steve Garside, Chris Mildon, Shanan Fraser, Joshua Reynolds, Jeff Lappin, Kyle Aitken, Natasha Mealing, Campbell Potter, Anneke Beardsley, Annah Winheld, Tim Bartholomew, Keith Riley, Anthony Wood, Rosey Joyce, Chris North, Francis Streisel, Emma Malcolm, Erin Spencer, Beth Kay, Jono Taylor, Dave Williams, Sam Blake, Anna Swanney, Alistair Matthews, Edward Coles, Libby Clifton.
Apologies	Dallis Waters, Travis Donoghue, Karllie Clifton, Ben White, Dale Kington, Christian Chester, Callum Findlay, Don Paterson, Ali Nukada, Kieran McKay.
Meeting opened	6:05pm

Item	Discussion
1. Apologies	Apologies noted
2. Confirmation of minutes	Moved that the minutes from the previous meeting on 25 September 2022 be accepted as a true and correct record: Darrin Worsfold Seconded: Andy Thompson Passed
Matters Arising	Matters Arising <ul style="list-style-type: none"> AGM timing to be reviewed for next year. Done – trialling 6pm Saturday of the Symposium. Great to have a large turnout.
3. Chair Report	<p>Acknowledgement of NZOIA's partners:</p> <ul style="list-style-type: none"> Thank you to Chloe Bishop (Sport NZ) for attending the Symposium. Our thanks and acknowledgement to Andrew Corkill, NZOIA's Sport NZ Partnership Manager for the support he has provided NZOIA over the past year, in particular with our Strategic review and planning. Sam Newton (Recreation Aotearoa) and the role he plays in Advocacy for the sector Sophie Hoskins (EONZ) Daniel Payne (Toi Mai) Jessica Zanetti (DoE) <p>Welcome to all our members.</p> <p>Gemma Parkin tabled the Chair Report.</p> <p>Key Points:</p> <ul style="list-style-type: none"> 495 new qualifications gained 410 members attended refresher and training workshops 2,064 NZOIA qualifications registered NZOIA continues to be held in high esteem. This is largely thanks to you, our members upholding high standards and the amazing work you do in the sector. <p>Moved that the Chair Report be accepted: Gemma Parkin</p>

Item	Discussion
	<p>Seconded: Bridge Janse Passed</p>
<p>4. Financial Report</p>	<p>Financial Report for 2022/23 tabled.</p> <p>The 2022/23 financial year resulted in a surplus of \$21,996 which was much better than the budget deficit of -\$9,985. Congratulations to the staff team for pulling this back. Cash reserves are approximately 95% of our annual operating costs. This puts NZOIA in a strong position to manage the immediate risks from any reduction in income.</p> <p>Moved that financial report is accepted: Moved: Gemma Parkin Seconded: Natasha Mealing Passed</p> <p>Current Record of Signatories on NZOIA Bank Accounts: Full Signatories ASB: Sonya Sutherland, Deb Hurdle, Dallis Parker Waters, Gemma Parkin Additional Signatories ASB: Penny Holland Full Signatories BNZ: Sonya Sutherland, Deb Hurdle, Dallis Parker Waters, Gemma Parkin Additional Signatories: Penny Holland</p> <p>Smart Assurance Services Limited are appointed as the reviewer of NZOIA's annual accounts.</p>
<p>5. Notices of Motion</p>	<p>Updates to the Constitution Changes be made to the Constitution to reflect current terminology and practice.</p> <p>The Board recommends the notified changes be made to the Constitution to reflect current terminology and practice. Motion: That the recommended changes to the NZOIA Constitution be adopted.</p> <p>Accepted.</p>
<p>6. Annual Subscriptions</p>	<p>NZOIA Membership and Qualification Registration Fees – 2024/25 Every effort is made to keep Membership fees as low as possible to stay viable and support our members. Based on tough economic times and a surplus from 2022/23, we recommend Membership and Qualification fees remain the same for 2024/25.</p>
<p>7. Review of Code of Ethical Practice</p>	<p>No changes. Board will be undertaking a full review of the code over the next year.</p>
<p>8. Election of Board Members</p>	<p>There are no elected positions available on the Board this year, as current elected board members are still serving their 3 year term.</p>
<p>9. General Business</p>	<p>Congratulations to Mark Jones who has been awarded NZOIA Honorary Life Membership.</p>

Item	Discussion
	<p>The physical NZOIA Nelson office will be phased out from 31 October 2023 when our lease is due. With most of our staff working remotely from around the country, the overhead was no longer necessary. Work will continue as per usual.</p> <p>Andrew Mount acknowledged the tragedy at Abbey Caves earlier this year and asked people to send love and be supportive of those that have been affected by the incident.</p> <p>Now that the immediate risk from Covid has passed, the Association is in a strong financial position. The Board will be reviewing its Reserves policy and look to invest some of NZOIA's reserves in the organisation as when roll out our new Strategic Plan.</p> <p>Mark Johnston from Adventure Specialties Trust acknowledged the work Sonya, Penny and the NZOIA staff team put into running the Symposium. The Board also thanked the Adventure Specialties team for co-hosting.</p> <p>On behalf of the Board, Gemma thanked Sonya, Penny and the NZOIA staff team for pulling together another successful Symposium and for the work they do for NZOIA. Acknowledgement and thanks to Board members Ben White, Dallis Parker, Karllie Clifton, Jo Thompson, Travis Donoghue and Tim Wills for their continued work and commitment to the Association.</p> <p>Thank you to Sash Nukada and Keith Riley for their role with the Technical Sub Committee (TSC) and to Jen Riley as editor of NZOIA's Quarterly magazine.</p> <p>Tim Wills acknowledged and thanked Gemma Parkin (Board Chair) for all the work she does for the Association.</p>
AGM Closed	AGM closed: 6.30 pm

Signed: _____

Name: Gemma Parkin

Position: Chair

Date: 04/11/24