



NZARBTM

New Zealand **Arboricultural** Association Inc.

NEW ZEALAND ARBORICULTURAL ASSOCIATION

2017 ANNUAL GENERAL MEETING

AGM PACK



The 2017 AGM of the New Zealand Arboricultural Assoc. Inc will be held at:-

5:05pm, Thursday 26 October 2017

**Trinity Wharf Hotel
51 Dive Crescent
Tauranga 3110**

www.nzarb.org.nz



NEW ZEALAND ARBORICULTURAL ASSOCIATION

ANNUAL GENERAL MEETING 2017

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AGENDA:

1. Welcome and Introduction
2. Apologies
3. 2017 Highlights & The Next 12 Months (Executive)
4. President's Report 2017 (Seth Thompson)
5. Treasurer's Report (Cameron Mitchell)
6. Minutes of 2016 AGM – for approval
Matters arising
7. Nomination and Appointment of Executive Committee
8. General Discussion
9. 2017 Climbers Introduction

PRESIDENT'S REPORT

I would like to start by extending thanks to all the NZ Arb members, sponsors, supporters and volunteers that have contributed to the momentum that NZ Arb continues to enjoy.

In my presidential capacity, I would also like to take this opportunity to thank my colleagues on the Executive Committee for their ongoing support and hard work. The NZ Arb Executive of the last 12 months has upheld an extremely positive and motivated vibe, with many good people on board, all with great ideas insights and a vision for our industry. Their insight and passion for the betterment of our industry is a valuable asset to the NZ Arb community.

I would like to acknowledge to the following members of the Executive Committee. Thanks also needs to go to their employers, for allowing them the time it takes to fulfill their dual roles.

William Melville	Wellington City Council	Vice President
Cameron Mitchell	Bark Ltd	Treasurer
Jaiden Palmer	Franklin Trees	
David James	David James Tree Services	
Jon Redfern	Arborlab Ltd	
Leon Saxon	Arborlab Ltd	
David Spencer	Arborlab Ltd	
Craig de Denus	Arb Innovations Ltd	
Richard Walsh	Nelson Tree Specialists	
Mark Roberts	Mark Roberts Consulting	

I would also like to thank the efforts of On-Cue for the hard work they have put in over the last year, keeping us all on track and taking care of the nuts and bolts of the association. They are a valuable asset to the Association and allow the NZ Arb Exec more time to work on the things that matter.

The NZ Arb sub-committees have all been working extremely hard.

The Conference Committee who have put a lot of effort into sourcing speakers, tweaking of the programme and brainstorming new ideas and topics to keep everyone entertained and informed. The trade show is growing in popularity with a number of new exhibitors coming on-board this year.

The Climbing Committee has really stepped it up this year, not only providing a series of well-organised climbing competitions and the New Arborist of the Year (NAOTY) competition, but also the growing the profile the 'Ask an Arborists' booth and NZ Arb at these events. NZ Arb attended the Rural Games for the second year in a row, this year collaborating with the organisers to hold the Wellington Regional Climbing Competition at the televised event. Alongside the climbing NZ Arb volunteers ran the 'Ask an Arborist' tent and a extremely popular kids climb event, that had kids queuing for over half an hour for their turn. Overall, a hugely successful initiative, that keeps building momentum.

A number of members have been assessed to become NZ Arb Approved Contractors in the last 12 months and there are a few more who have indicated their intention to apply. Well done to them. It's really good to see the support of the industry for the Approved Contractor Programme.

Once again, our New Zealand climbers have done us proud at the International Tree Climbing Championship. Congratulations to James Kilpatrick and Chrissy Spence who took out the titles respectively in the Men's and Woman's Masters events. Special mention should also be made of the other members of the team who also did an amazing job on the world stage, Scott Forest, Andy Neverman, Nicky Ward-Allen and Stef White. We eagerly await the results of upcoming Asia-Pacific Tree Climbing Championship at the end of October and of course, our own national competition. Good luck to all those that have made it into the finals.

TRAQ continues to grow, with two courses having been held in the last year. We are almost into the next round of certification with some early adopters ready to renew their certification.

Thank you to our sponsors who continue to provide support to NZ Arb in so many ways. Please support those who support us: Husqvarna as Major Tree Climbing Sponsor, Makita, Levin Sawmakers and Arborlab as NZ Arb Cornerstone Partners, Asplundh as Platinum Conference Sponsor, and all the other hugely valued sponsors and supporters that have assisted NZ Arb and our events in so many different ways.

The make-up of the Executive Committee will see a few changes next year.

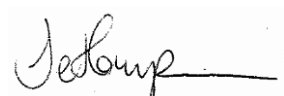
Due to a change in circumstances, I will be stepping down from the Executive Committee. I have been on the Exec for more than eight years, through this time I have seen the momentum of NZ Arb build in a positive way and know that this will continue when Will Melville assumes the role of President.

Jon Redfern has resigned from his position on the Executive. Thanks goes to Jon, for all his hard work and common-sense input.

David James, Craig de Denus and Mark Robert's Executive Committee terms all expire this year. They have all indicated their intention to re-stand for another term.

Will Melville, Cameron Mitchell Jaiden Palmer, David Spencer, Richard Walsh and Leon Saxon all have another year to run on their current term, and all have signalled their intention to remain.

Once again, I extend thanks to all those that have participated in NZ Arb in one way or another over the past year and hope to see the same momentum continue into the coming year.



Seth Thompson
NZ Arb President

TREASURER'S REPORT

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1. 2016/17 TREASURERS REPORT

1.1 OVERVIEW

The NZ Arb Executive Committee is pleased to present this Treasurer's Report. Also attached is the Annual Financial Report that has been prepared by our accountants, Mc Coy and Co, for the year ending 31st of March 2017(Appendix 1). The information supplied below summarises the financial position of the Association and the NZ Arb Executive's management of our accounts during 2016/17 including our plans for the future.

Firstly I would like to apologise for the later than usual Treasurer's report for the 2016/17 financial period. The initial Annual Financial Report supplied by McCoy and associates recorded a loss in the 2016/17 financial period due to a new interpretation of which areas of income were eligible for tax. This is discussed further in section 1.3.

2016/17 saw the Association membership numbers continue to grow by 6%. The Executive with the assistance of On-Cue have created new in depth budgets to carefully track the spending of the Executive and the various sub-committees. This combined with more detailed coding of expenses will give us accurate tracking of our Income and Expenditure to date and moving forward.

Our Proposed Draft 2017/18 Budget is based on expenditure from 2016/17. The major additional expenditures are in the creation of a "Marketing" sub-committee and the redevelopment of the website. Please see section 2.2.3 for detail. We have predicted conservative achievable gains in membership and other areas of revenue.

Thanks, need to be made to our members and sponsors, without your continued support NZ Arb could not exist.

1.2 FINANCIAL POLICY

The NZ Arb Executive has committed to a minimum \$100,000.00 cash reserve figure; this has been retained over the 2016/17 financial year and will continue for the 2017/18 financial year. This reserve is kept in two staggered long term deposit accounts. The use of two accounts minimises the risk of losing the interest gained to date in a break fee if the Association is ever required to access the accounts.

1.3 INCOME TAX INTERPRETATION

We were presented with our annual financial report by McCoy and associates later than expected. This report included an Income Tax bill of \$11,908.00 resulting in a loss of -\$8619.00. This level of taxation was a huge deviation from the norm (roughly a 1000% increase on the previous year) and turned a strong financial year into a loss.

The Committee immediately began to query the figures from McCoy and associates. Through lengthy correspondence we learned that they had chosen to apply a different interpretation of IRD policy as to what is considered taxable income. We were immediately concerned; firstly, that if they were correct in their interpretation that we had some potential historical liability to IRD or secondly that through a modern policy change we had incurred a loss on the Associations behalf.

After a long and drawn out attempt to clarify the change, the Committee was forced to enlist Crowe Howarth (a large international firm with over 23 offices in NZ) to audit the McCoy interpretation and advise how NZ ARB should proceed.

The advice received from Crowe Howarth reported a taxable income of \$2,946 and to instruct McCoy and associates to apply the historical methodology.

My understanding is that McCoy and associates new point of contact did not fully understand or research our various incomes and their purpose which ruled them as eligible in their eyes for taxation. Furthermore, McCoy could not provide a concrete explanation for the change other than it was their opinion. They could not clarify nor provide any evidence as to which interpretation was correct. Crowe Howarth merely researched the nature of the income in detail to clarify that it was not liable for taxation.

1.4 INCOME BUDGETED VS ACTUAL COMPARISON

Ref.	Income (excl GST)	2016 Budgeted	2016 Actual
1	Donations	\$5,000.00	\$0.00
2	Interest Income	\$3,000.00	\$590.20
3	ISA - Certified Arborist Exam	\$350.00	\$0.00
4	ISA - Sales (merchandise e.g. books)	\$250.00	\$2,086.96
5	ISA - Subscriptions	\$500.00	\$2,200.97
6	NZ Arb Approved Contractor Scheme	\$8,000.00	\$10,552.17
7	NZ Arb Conference	\$35,000.00	\$30,842.57
8	NZ Arb Subscriptions	\$35,000.00	\$43,229.47
9	Other Revenue		\$930.00
10	Regional & National Tree Climbing Competitions	\$2,000.00	\$6,007.36
11	Regional & National Tree Climbing Sponsorship	\$25,000.00	\$18,083.48
12	Seminars & Workshops	\$19,000.00	\$18,115.23
13	Sponsorship	\$20,000.00	\$22,499.99
14	Tree Matters Advertisers	\$13,100.00	\$7,655.43
15	Website Advertising	\$400.00	\$0.00
16	NZ Arb Advertising & Marketing	1,500	\$1,000.00
17	Total Operating Income	\$166,600.00	\$162,793.83

1.4.1 INCOME NOTES

1. We were unable to register any donations this financial period.
4. Strong gains in ISA sales.
5. Strong gains in ISA subscriptions
7. The higher costs involved in hosting the conference in Auckland caused the difference between budgeted and actual.
10. The increase in tree climbing competition income was due to more climbers and late payments received
11. The decrease in tree climbing sponsorship was due to a withdrawal of Asplundh's Cornerstone sponsorship and no NAOTY sponsors
12. The TRAQ course broke even as intended not all income is shown in this financial year.
13. This increase does not reflect the hard work put in by the sponsorship committee. The loss of major cornerstone sponsors was offset by the recruitment of new sponsors in other areas.
14. We issued one less copy of Tree Matters this period due to the restructure, change in designers and editors, this resulted in the drop in advertising income.

Income and Expenditure summary

The NZ Arb Association tracked strongly in most areas of Income and Expenditure with the accuracies in the new coding accounting for some discrepancies in budgeted income and expenses vs the actual figures. Careful spending accounted for our other

Income fluctuation over the financial year and longer term is an issue when balancing the NZ Arb yearly budgets. An example of this is the TRAQ course, it currently shows a loss due to payments falling outside the financial year despite breaking even as planned. This also applies to ISA travel refunds which were paid outside the 2016/17 financial year.

1.5 BUDGET EXPENDITURE

Ref.	Income (excl GST)	2016 Budgeted	2016 Actual
18	Additional printing, postage, stationery	1,500	\$0.00
19	Administration - Secretarial (Anita)	0	\$0.00
20	Ask an Arborist		\$6,159.10
21	Bank Charges (incl Visa merchant fee)	400	\$607.00
22	Bank Fees	0	\$25.00
23	Business Executive Officer - On-Cue	48,000	\$48,000.00
24	Consulting & Accounting	3,000	\$1,895.00
25	Depreciation		\$1,188.43
26	Education & Training (Young Hort, work safe etc.)	0	\$2,000.00
27	Municipals Arborist Group		\$0.00
28	Utility Arb Group		\$0.00
29	Consultants Group		\$0.00
30	Marketing and Advertising NZ Arb	3100	\$0.00
31	Exec Meeting expenses (travel, accom, venue hire)	16,000	\$5,860.89
32	General Expenses	200	\$765.22
33	Gifts & Awards	2,000	\$1,671.57
34	Income Tax Expense		\$2,946.19
35	Insurance	3,200	\$3,314.22
36	Interest - UOMI		\$122.63
37	Interest Expense	400	\$61.13
38	IRD penalties	0	\$0.00
39	ISA - Purchases	150	\$0.00
40	ISA - Travel	5,000	\$9,043.56
41	ISA Subscriptions	9,000	\$7,808.86
42	ITCC	5,500	\$0.00
43	Leadership Workshop		\$2,444.35
44	Legal expenses	1,700	\$0.00
45	NZ Arb Approved Contractor Scheme (consultant fee)	1,500	\$12,886.23
46	NZ Arb Conference Expenses	2,500	\$0.00
47	Regional & National Climbing Competitions Expenses	22,000	\$15,003.16
48	Regional & National Climbing Sponsorship Expenses		\$3,297.30
49	Seminars & Workshops Expenses	12,000	\$21,841.52
50	Tax Adjustments Prior Years		\$0.00
51	Tree Matters Production (editing, printing)	26000	\$12,635.45
52	Website (hosting, maintenance)	2,000	\$3,268.82
53	Xero Subscriptions		\$605.00
54	New Arborist of the Year	250	\$0.00
55	Total Operating Income	\$165,400.00	\$163,450.63

1.5.1 EXPENDITURE NOTES

20. The Committee purchased t-shirts, a tent, stand and table including flyers to establish Ask an Arborist.
26. This was contributed to Andrew Benson's research into Root Pruning.
30. Marketing and advertising spend was allocated to the Ask an Arborist project
31. Frugal exec behaviour resulted in a strong gain.
32. This included the donation to the battle to save the Christchurch trees.
34. This area had not been included in the budget but is now reflected as per the Crowe Howarth figures.
40. This is a late invoice claim for travel that took place in the previous period.
45. The Approved Contractor Status(ACS) generated a higher than normal cost this year due to the assessment of 14 companies. After the initial expense of an assessment NZ Arb makes a marginal profit over the five year term of a companies approved status, through their membership fee. A discussion will be had with the ACS sub-committee on the pricing and auditing structure to try and improve the regularity of the cashflow in the future. The addition of three new ACS members and nine returning members was seen as an overall success for the status.
47. (and 48.) The discrepancies are a result of coding changes.
49. The TRAQ course broke even as intended not all income is shown in this financial year.
51. Tree Matters spend was lower due to the omission of one addition.
52. A change in email hosting is reflected in this cost and NZ Arb taking ownership of domains and hosting server.
54. New Arborist of the Year expenses are now coded under the Tree Climbing Expenses

1.6 SUMMARY OF NZ ARB FINANCIAL POSITION AT 31 MARCH 2017

Taking into account the aforementioned information, we report that for the year ended 31

March 2017, the NZ Arb financial activity resulted in a net gain between Income and

Expenditure of \$ 343.20

The Annual Financial Report sets out our total member funds, summarised below:

Current Assets	\$189,901.00
Less Current Liabilities	\$61,700.00
Net Current Assets	\$128,201.00
Non-Current Assets	\$17,632.00
Net Assets (Total Members Funds)	\$145,833.00

2. 2017 TREASURER'S STRATEGY

2.1 BUDGET EXPLANATION

In setting the budget for 2017/18, the executive is keen to invest in three key areas for the benefit of the membership. These three main investments in the 2017/18 budget as well as some smaller however no less important projects have been included to continue the progression of our industry.

- Firstly, the creation of the marketing sub-committee to advance the public's knowledge of Arboriculture in New Zealand.
- Secondly, the creation of a dynamic new website to improve usability, increase traffic and therefore advertising
- Lastly, the continuation of our Ask an Arborist project which has already received praise for its work in educating the public and expanding on the great experience had at NZ Arb events.

2.2 PROPOSED INCOME

Ref.	Income (excl GST)	2016-2017 Budgeted	2016-2017 Actual	2017-2018 Budget
1	Donations	\$5,000.00	\$0.00	
2	Interest Income	\$3,000.00	\$590.20	\$700.00
3	ISA - Certified Arborist Exam	\$350.00	\$0.00	\$0.00
4	ISA - Sales (merchandise e.g. books)	\$250.00	\$2,086.96	\$0.00
5	ISA - Subscriptions	\$500.00	\$2,200.97	\$0.00
6	NZ Arb Approved Contractor Scheme	\$8,000.00	\$10,552.17	\$17,000.00
7	NZ Arb Conference	\$35,000.00	\$30,842.57	\$32,000.00
8	NZ Arb Subscriptions	\$35,000.00	\$43,229.47	\$46,000.00
9	Other Revenue		\$930.00	
10	Regional & National Tree Climbing Competitions	\$2,000.00	\$6,007.36	\$7,250.00
11	Regional & National Tree Climbing Sponsorship	\$25,000.00	\$18,083.48	\$34,400.00
12	Seminars & Workshops	\$19,000.00	\$18,115.23	\$25,000.00
13	Sponsorship	\$20,000.00	\$22,499.99	\$24,000.00
14	Tree Matters Advertisers	\$13,100.00	\$7,655.43	\$14,000.00
15	Website Advertising	\$1,900.00	\$1,000.00	\$1,000.00
16	Total Operating Income	\$168,100.00	\$163,793.83	\$201,350.00

2.3 PROPOSED EXPENDITURE

Ref.	Expenditure (excl GST)	2016-2017 Budgeted	2016-2017 Actual	2017-2018 Budget
17	Additional printing, postage, stationery	\$1,500	\$0.00	
18	Ask an Arborist		\$6,159.10	\$2,500.00
19	Bank Charges (incl Visa merchant fee)	\$400	\$607.00	\$700.00
20	Bank Fees	0	\$25.00	
21	Business Executive Officer - On-Cue	\$48,000	\$48,000.00	\$53,000.00
22	Consulting & Accounting	\$3,000	\$1,895.00	\$3,500.00
23	Depreciation		\$1,188.43	\$1,200.00
24	Education & Training (Young Hort, work safe etc.)	0	\$2,000.00	\$350.00
25	Municipals Arborist Group		\$0.00	\$350.00
26	Utility Arb Group		\$0.00	\$350.00
27	Consultants Group		\$0.00	\$2,000.00
28	Marketing and Advertising NZ Arb (includes website upgrade)	\$3,100	\$0.00	\$15,000.00
29	Exec Meeting expenses (travel, accom, venue hire)	\$16,000	\$5,860.89	\$6,000.00
30	General Expenses	\$200	\$765.22	\$500.00
31	Gifts & Awards	\$2,000	\$1,671.57	\$1,800.00
32	Income Tax Expense		\$2,946.19	\$5,000.00
33	Insurance	\$3,200	\$3,314.22	\$3,500.00
34	Interest - UOMI		\$122.63	
35	Interest Expense	\$400	\$61.13	
36	IRD penalties	\$0	\$0.00	
37	ISA - Purchases	\$150	\$0.00	
38	ISA - Travel	\$5,000	\$9,043.56	
39	ISA Subscriptions	\$9,000	\$7,808.86	\$8,500.00
40	ITCC	\$5,500	\$0.00	
41	Leadership Workshop		\$2,444.35	\$1,000.00
42	Legal expenses	\$1,700	\$0.00	
43	NZ Arb Approved Contractor Scheme (consultant fee)	\$1,500	\$12,886.23	\$6,000.00
44	NZ Arb Conference Expenses	\$2,500	\$0.00	
45	Regional & National Climbing Competitions Expenses	\$22,250	\$18,300.46	\$40,000.00
46	Regional & National Climbing Sponsorship Expenses			
47	Seminars & Workshops Expenses	\$12,000	\$21,841.52	\$23,000.00
48	Tax Adjustments Prior Years		\$0.00	
49	Tree Matters Production (editing, printing)	\$26,000	\$12,635.45	\$17,000.00
50	Website (hosting, maintenance)	\$2,000	\$3,268.82	\$3,200.00
51	Xero Subscriptions		\$605.00	\$605.00
52	Total Operating Expenses	\$165,400.00	\$163,450.63	\$195,055.00

2.3.1 EXPENDITURE NOTES

21. The increase in expenditure for the Business Executive Officer is a direct result of increased tasks from subcommittees and marketing, the rise in income offsets this.

28. We think NZ Arb should take a more active role in the promotion of the industry. The NZ Arb executive proposes the creation of a marketing sub-committee with a budget of \$15,000 tasked with giving NZ Arb a voice during media events such as the tree failure in the Auckland Creche. The Committee will also serve as the sole point of contact for Media interaction in general, promoting a single strong message to advance our core goal of educating the public to the value of trees and the importance of using qualified Arborists for their care.

38. ISA covers the costs of travel for the CoR Chair and one executive officer.

45. The increase in Tree Climbing Competition Expenses includes the New Arborist of the Year Expenses, Rural Games and late invoices received for costs that were incurred during the previous financial year.

2.4 2017 BUDGET SUMMARY

2017/18 Predicted income	\$201,350.00
2016/17 Profit	\$ 343.20
2017/18 Predicted Expenditure	\$195,055.00
2017/18 Projected profit/loss	\$ 6,295.00

2.5 LEVEL OF RISK

The level of risk in the 2017/18 budget is acceptable as a small surplus is forecast. Our increases in Income have been estimated in a conservative fashion and additional spending kept at affordable levels. The Cash reserve (as mentioned in 1.2) remains above the minimum \$100,000.00 therefore the level of risk is seen as acceptable by the current executive.

2.6 TREASURERS SUMMARY

The unheralded change in Income Tax calculation by McCoy and associates was extremely frustrating and required considerable Executive resource to resolve. This drawn out process resulted in the delayed report and was not how I had intended my first year as Treasurer to end. Moving forward it is the Executives intention to obtain the services of a new Accountant familiar with not for profit organisations to ensure this does not happen again.

NZ Arb tracked strongly with increases in sponsorship and subscriptions. Frugal spending and cost cutting in other areas allowed us to tackle new projects or improve on current ones without making a Loss. Our strongest sources of income by far are the Conference, Sponsorship and Membership subscriptions. We feel we need to continue to focus Association resources on strengthening these avenues and ensuring their continued success. Additional resources can be put into creating new revenue streams such as advertising but we need to safeguard our biggest earners and ensure the quality of product remains high. A switch in sponsorship strategy from targeting major players within the industry to our external suppliers looks to be the future in the current environment. On this note could Association members please examine their outgoings and contact the sponsorship committee with suggestions and contacts.

As an Executive we plan to continue to spend in area's which further our Mission Statement to encourage, foster, improve and educate in all aspects of arboriculture throughout New Zealand.

3. RECOMMENDED MOTIONS

The following draft motions are recommended for consideration and endorsement by the membership at the 2017 NZ Arb AGM:

1. THAT the Treasurer's Report be received and accepted.
2. THAT the final audited 2016/17 Annual Financial Reports (prepared by McCoy and Co. Accountants and Advisors), as outlined in Appendix 1 be received and accepted.
3. THAT the Proposed Draft 2017/18 NZ Arb Budget be approved, subject to the following amendments suggested at the AGM:

[any suggested and agreed amendments to be listed here]

DRAFT MINUTES 2016 AGM

For signoff at 2017 AGM

DRAFT Minutes of the NZ Arboricultural Association

2016 ANNUAL GENERAL MEETING

The Grand Millennium Hotel, Auckland, 71 Mayoral Dr, Auckland

Meeting commenced at 4:45pm, Thursday 3rd November 2016

ATTENDEES: Executive Members: President: Seth Thompson, Vice-President: Will Melville, Treasurer: Conrad Pattison, Jaiden Palmer, Craig De Denus, David James, Cameron Mitchell, Jon Redfern, Leon Saxon

Members: 60+

On-Cue / NZARB Administration: Lea Boodee, Shelley Haring

Minute taker: Jenna Davies (On-Cue)

1. APOLOGIES

- Nick Arnold and Trevor Gardiner

2. 2016 HIGHLIGHTS & THE NEXT 12 MONTHS (EXECUTIVE)

- Released the logo branding guidelines.
- MOU signed with the ISA and MOU currently sitting with UK ARB Assoc.
- Ask an Arborist Initiated, to promote the profession.
- David Spencer and his team have Kiwi-ised some of the ISA brochures. Thanks to David Spencer for setting up the initiative and look forward to seeing that in action on Saturday.
- Rural Games – second year NZ Arb have been involved and getting good promotion and awareness. 2017 Rural Games will be held in Wellington and will include the Wellington Regional Tree Climbing Competitions.
- TRAQ courses will continue to run in 2017 with two on offer.
- Thank you to all of our sponsors, we are currently looking for New Arborist of the Year sponsors.
- The Approved Contractor committee have had two face to face meetings and look forward to seeing this get back on track and progress over the next year.

3. PRESIDENT'S REPORT – SETH THOMPSON

- Thanked members, volunteers, and special thanks to the executive and their employers for allowing them to put in the time.

- Great to see the success of our kiwi climbers, with two world champions.
- Thank you to the sponsors. Please support those who support us. Named all the sponsors and partners.
- There will be a few changes to the executive.
 - o Chris Walsh stepping down to take up a position on the ISA Board
 - o Conrad stepping down
 - o Nick Arnold relocated overseas and is also stepping down as the Tree Matters editor. Nick has been the editor of tree matters over the years, thank you and good luck.

4. TREASURER'S REPORT - CONRAD PATTISON

- Accounts were emailed out with AGM pack.

David Spencer said that he hadn't received the email and suggested that it also gets sent to members attending the conference not just the membership database.

Motion to approve 2015 -2016 Accounts:

Moved: Conrad Pattison Seconded: Stacy Colyer Carried: By all

Motion to approve 2016-2017 Budgets:

Moved: Conrad Pattison Seconded: Mark Roberts Carried: By all

5. MEMBERSHIP STRUCTURE – DAVID JAMES

- David James presented the new membership fee structure which includes three different fee options for Sustaining members, based on the number of full time equivalent arborist employees.
- David James recommended that the Sustaining membership category be renamed as Corporate membership for clarity.

6. MINUTES OF 2015 AGM – FOR APPROVAL

Motion to approve the 2015 AGM minutes

Moved: Seconded: David Spencer Carried: By all

7. MATTERS ARISING

Gavin Donaldson asked what was happening with the Consultants Scheme. Leon Saxon advised that the Approved Contractor Scheme model has been working well and the Consultants sub-committee will be working at using this structure and meetings will be planned for the following year.

8. APPOINTMENT OF 2016-2017 EXECUTIVE COMMITTEE

Continuing Executive Members

1. Craig de Denus
2. David James
3. Jon Redfern

Elected by Vote

4. David Spencer
5. Mark Roberts
6. Richard Walsh
7. Seth Thompson
8. Jaiden Palmer
9. Cameron Mitchell
10. William Melville
11. Leon Saxon

9. GENERAL DISCUSSION

- There was discussion around the format of the NTCC as it clashed with the Conference on the Friday and some couldn't make it due to work commitments. David James advised that it was too rushed on the Saturday for climbers and judges and there needed to be more time. The committee will take this into consideration for future events.
- Stacy Colyer thanked the Executive Committee for their efforts and time.

AGM closed at 5.40pm

NOMINATION & APPOINTMENT OF EXECUTIVE COMMITTEE

CONTINUING MEMBERS

The following Executive Committee members term expires in October 2018:

1. William Melville (Incoming President)
2. Cameron Mitchell (Treasurer)
3. Jaiden Palmer
4. Richard Walsh
5. Leon Saxon
6. David Spencer

RE-STANDING MEMBERS

The following Executive Committee members term expires in October 2017 and have confirmed their intention to re-stand for another two-year term ending October 2019:

1. David James
2. Craig de Denus
3. Mark Roberts (was on a 1 year term)

Nominations

Howell Davies

Erika Commers

Not Standing for Re-election

Seth Thompson

Jon Redfern

All nominations to be received by emailing info@anzarb.org.nz before the 26th October 2017, 3pm. No nominations this year will be taken from the floor during the AGM.

GENERAL DISCUSSION

Note: General discussion is facilitated, non-binding discussion from the floor

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