

AGM – PMINZ 2024
22 February 2024
Takina Events Centre, Wellington

Agenda (as emailed to members 6th Feb)

1	President	President’s welcome
2	President	Confirmation of quorum
3	President	Acceptance of 2021 minutes (omitted in 2023 AGM)
4	President	Acceptance of 2023 minutes (no AGM in 2022)
5	President	President’s Report for 2022
6	Treasurer	Presentation of 2022 accounts
7	President	Constitution update
8	President	Organisation update
9	President	General business
10	President	Close

<ul style="list-style-type: none"> • President’s welcome by Nicola Faithfull 	<p>This is the members-only part of the event.</p> <p>We will be recording this meeting, and have made it possible for members to join online also.</p> <p>While this AGM is being held in 2024, its purpose is to present and accept the 2022 Accounts. Ideally these would have been presented and accepted last year, however the final accounts were not available until September.</p> <p>We expect to hold the AGM for 2023 in Q3 this year</p>
<ul style="list-style-type: none"> •Confirmation of quorum 	<p>Confirmation a quorum has been achieved.</p> <p>Appendix 1 contains attendee information</p>



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<p>Member submissions for the meeting.</p>	<p>In the email notification of this AGM we invited submission of member questions.</p> <p>There have been no questions submitted prior to the meeting.</p>
<p>Accept previous minutes</p>	<p>2021 and 2023 minutes have been distributed to members and there is a hard copy available in the room.</p> <p>There are no comments on either of those minutes.</p> <p>Move that the 2021 AGM minutes be accepted</p> <p>Proposer: Toni Iaseto</p> <p>Seconder: Samantha Samuel</p> <p>Majority approval with no opposers or abstainers.</p> <p>Thank you, the 2021 minutes are accepted.</p> <p>Move that the 2023 AGM minutes be accepted</p> <p>Proposer: James Dobson</p> <p>Seconder: Sylvia Maclaren</p> <p>Majority approval with no opposers or abstainers.</p> <p>Thank you, the 2023 minutes are accepted.</p>
<p>• President's report 2022 from 2022 President Brian Belworthy,</p>	<p>2022 President's Report</p> <p>2022 was a busy year for PMINZ. COVID was still fresh in peoples' minds, and we were getting back normal. But it was a new normal where working from home was part of the new normal.</p> <p>The Board continued focus on managing the PMINZ strategy, with input from the members, and refining the Operations Plan implementation with the new General Manager, Sarah Weir. The Board, not just the President, providing support, oversight, and guidance of the implementation.</p> <p>Highlights of 2022</p> <ul style="list-style-type: none"> • General Manager - Sarah Weir made huge contribution while with PMINZ, her energy, engagement, and delivering what the members wanted, sadly finished when she was head-hunted by an international company.



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	<ul style="list-style-type: none">· Living with Covid – a focus on delivering hybrid events. Symposia organised for the end of 2021 were cancelled and this impacted the plans for symposia and a conference in 2022.· Construction – PMINZ contributed to the industry’s revision of S3910. We were able to do this with help from PMI Asia Pacific· CCSAG (Climate Change and Sustainability Action Group) - lead by Prawindra Mukhia successfully completed the development of a Project Management Sustainability Toolkit with funding from the Christchurch City Council.· PMDOS - was introduced to PMINZ by Angus Middleton with his management a very successful event in Wellington.· CPN (Certification Preparation Network) study group programme was completed successfully, managed by Samantha Samuel. It highlighted to the Board the learning services and products available from the ATPs and online.· PMI Region 10 – PMINZ made a big effort to maintain a high level of engagement with the team in Singapore and in return we enjoyed the engagement and also benefited from their knowledge and experience. This included Region 10 facilitating the funding of attendance at Global events.· Election 2020 – The Convenor Vicki Taylor managed the election process, and two new members joined the Board.· Lindsay Addie – He retired in 2022 but continued to help to PMINZ with processes and IT support. Lindsay played a huge role in the organisation over many years at both a Branch and National level. He provided administrative support to the General Managers and managed the PMINZ IT systems. This included the rollout of MS365 to provide email, document management, and collaboration tools. <p>As 2022 drew to an end PMINZ and PMI were fortunate that Nicola accepted the nomination for President and a unanimous vote from the Board was no surprise.</p> <p>I will finish with thanking the 2022 Board for their support and work, and thank our members, especially those present today, for your engagement and support.</p>
<ul style="list-style-type: none">• Presentation of 2022 accounts: PMINZ Audited Accounts 2021.pdf	<p>Kevin Jones, VP Finance during 2022 presented PMINZ Financial Report 2022.</p> <ul style="list-style-type: none">• 2022 was the fourth year in a row that PMINZ recorded a loss.

	<ul style="list-style-type: none"> • The Board are working with staff to diversify revenue streams and increase revenue, yet to be successful. • Covid has had an impact which affected income and opportunity to have a conference. • Reserves have dropped, however Board is working on turning around losses. <p>Move that the 2022 PMINZ Financial accounts be accepted.</p> <p>Proposer: Jerry Ball</p> <p>Seconder: Brian Belworthy</p> <p>Majority approval with no opposers or abstainers.</p> <p>Thank you, the 2022 Financial Accounts have been accepted.</p>
<ul style="list-style-type: none"> • Constitutional changes (verbal update) 	<p>Update on the Constitutional changes.</p> <p>Changes were approved by member vote in July 2023. Those changes were principally required by IRD to maintain our not for profit status.</p> <p>In 2024 we will begin to identify changes required to meet the new Reporting Changes provisions of the Incorporated Societies Act 2022 The new Act was signed into law on 5 April 2022 and all Incorporated Societies will need to update their constitutions and reregister. The deadline is April 2026. We'll be forming a small Constitution committee, led by Board member Lisa Huang and will be seeking volunteers to join that team in an upcoming newsletter.</p>
<ul style="list-style-type: none"> •Organisation update – Nicola Faithfull 	<p>Elections for Board Directors were held in 2023. The successful candidates were current Board member Bushra Nur, previous Board member Matthew Percival and we welcomed two new Board members, Lisa Huang and Warren Wilks.</p> <p>Thank you to the Elections Committee who did another great job.</p> <p>PMINZ welcomed two new staff members last year – Michele Liddicoat as Operations Coordinator and Sarah Colcord as Commercial Manager.</p>



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	<p>In August 2023 the Board and four branch Chairs gathered in person for the first time since 2019 for a strategic planning session over 2 days. The resulting draft strategic plan was shared with membership for feedback in October/November and has since be finalised.</p> <p>Our new 2024-2026 Strategic Plan calls out five values Empathy, Vision, Solution Focus, Honesty and Fun.</p> <p>And four Strategic Goals:</p> <ul style="list-style-type: none"> • Membership: • To achieve 2,500 NZ chapter members by the end of 2026 • Partner Relationships: • Establish relationships with partners (including education institutions) and visible industry leadership • Finance: • Reach financial stability with a reserve of two times our annual operating costs • Volunteers: •Develop a reward and recognition system for volunteers
<p>• General business</p>	<p>AGM related matters from the floor.</p> <ul style="list-style-type: none"> • Missed opportunity to bring membership up to date with 2023 activities (Jerry Ball) • Discussion around getting involved with PMINZ – frustration with challenges becoming a volunteer (Sandra Novais) • PMINZ appears to have lost focus on partner relationships with other professional entities, particularly learning institutions (Wallace Enegbuma) • Impacts on membership are not unique to NZ. Commend the board on the lofty goals in the Strategic Plan (James Dobson) • Managing membership anniversaries – discussed branch role within each area of contacting members about renewals, events, • Women in Project Management – looking at kicking off this again in 2024. The initial breakfast this morning was an indication of interest from the community. Looking for volunteers and sponsorship. (Jane Farley)
<p>Close the AGM</p>	<p>AGM closed at 12.55pm</p>

Appendix 1 – Attendee Information (email and membership numbers removed for privacy reasons).

AGM Attendance Register		
NAME		
Jerry Ball	Kosam Nyamdela	Dushka More
Ian Paterson	John Hore	Sylvia Maclaren
Alix Newman	Sandy Mandic	Clive Phillips
Toni Iaseto	Greg Dick	Jane Farley
Samantha Samuel	Glen Miller	Vazishta Antia
Alice Greer	Mike Roberts	Trystan Bander
Maj Hlatshwayo	Phil Dewar	Edward MAras
Ingrid Howard	Caarol Speirs	Johan Ingmar
Vicki Taylor	Tarcisio Althoff	Lisa Huang
Peter Anders	Cristina Luces	Anca Slusanchi
Raewyn Cummings	Ilze Bekker	Rhys Watson
Sergey Kaglyak	Brian Belworthy	Paul McGinn
Patricia Hughes	Jimmy Yong	Brett Hunt
Warren Wilks	Alexandra Stokes	Wallace Enegbuma
Max Krotov	James Dobson	Michele Liddicoat
Alix Raine	Jim Stark	Nicola Faithfull (president)
Shane Batten	Matt Harris	
Joy Ackrill	Matt Percival	