



Association for Tertiary Education Management Inc
New Zealand Branch
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Association for Tertiary Education Management Inc **New Zealand Branch**

2007 Annual General Meeting Minutes – 10 July 2007

Present: Sina Aiolupotea-Aiono, Susan Cauchi, Patrica Cumming, Chris Dolman, Terry Fulljames, Paul Goodson, Margaret Jacobson, Jeff Long, Brenda Markham, Sonia Mountain, Kate Rawlings, Jennifer Ritson, Ruth Temple, Elizabeth Warde, Joanne Williamson, Brid Lorigan, Vaas Conradie, Robyn White, Grant Klinkum, Tom Gregg

Apologies: Judith Mason, Ali Hughes, Christa George, Donna Creary, Sue Hunt, Ginny Ferguson, Jo Milne, Sue Wohlmuther, Jacqui Peters, Julie Wood

Welcome: Vice-President, Terry Fulljames, welcomed everyone to the meeting, then outlined the contribution our Secretary, Peter Wills, had made to the organization, and read a card to ATEM from Joan Wills and her family expressing sincere thanks for the flowers, phone calls and cards and the presence of many members at Peter's funeral. This was followed with a minute's silence.

1. President's Report for 2007

This report had been distributed to members on the previous day. Terry spoke briefly about the report, including some comments regarding the conference in Sydney and the Professional Development Programme.

MOVED by Terry Fulljames from the Chair the adoption of the President's Report from 2007. CARRIED.

2. Treasurer's Report, including Financial Statements

Treasurer Jeff Long spoke briefly to the report, which had been distributed to members on the previous day. Jeff commented briefly on the report, noting the main determinant of the surplus was the financial result of annual conferences, and that the ATEM Council contribution was higher in the 2006-07 year because of a catch-up relating to the previous period. He also noted that we were in a healthy financial position and it was time to spend some money by providing further professional development and meeting opportunities for the benefit of members.

MOVED by Jeff Long, SECONDED by Kate Rawlings that the Annual Accounts for 2007-07 be adopted. CARRIED

MOVED by Jeff Long, SECONDED by Susan Cauchi that the 2007-08 Budget for the NZ Branch of ATEM be approved. CARRIED

MOVED by Jeff Long, SECONDED by Brenda Markham that the current level of subscriptions remains unchanged. CARRIED

3. Appointment of an Auditor

MOVED Jeff Long, SECONDED, Brenda Markham that Ainger Tomlin be appointed as Auditor for the 2007-08 year. CARRIED

4. Election of NZ Branch Executive

As reported by the Returning Officer:

Vice-President - Terry Fulljames

MOVED Christa George, SECONDED Jan Roodt

Regional Coordinator for Region 2 (Canterbury, West Coast, Nelson-Marlborough) – Kate Rawlings

MOVED Jeff Long, SECONDED Tom Gregg

Regional Coordinator for Region 5 (Waikato/Bay of Plenty) – Christa George

MOVED Terry Fulljames, SECONDED Brenda Markham

It was noted that we still require a Regional Coordinator for the Auckland/Northland Area. Terry and Brenda agreed to work towards finding a representative from this area.

It was also noted that there has been little progress with the appointment of a Māori Caucus Coordinator.

Secretarial duties are to be reviewed, and discussion about this will take place once the President returns from overseas, probably at the first meeting of Regional Representatives.

5. Outline of ATEM Inc. Implications by Tom Gregg, ATEM President

ATEM President, Tom Gregg, had travelled up on the morning of the meeting to outline upcoming changes within the ATEM organisation. Aspects of his informal talk included:

- A tribute to Peter Wills
- The increasing role of the Secretariat
- The “federalism” issue within Australia
- The distinction between a region and a branch
- A brief outline of the regions, including noting that New Zealand was one region
- Noting that the main function of the regions in future would be professional development

6. General Business

Kate Rawlings, as the newly appointed representative for Canterbury Westland Nelson/Marlborough, suggested that some more active marketing of ATEM would be useful, and outlined some ideas for a membership drive.

The meeting closed at 9.30am on Tuesday 10th July 2007.