

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE  
ARCHIVES & RECORDS ASSOCIATION OF NEW ZEALAND,  
HELD AT HOCKEN LIBRARY, DUNEDIN,,  
ON FRIDAY 25 SEPTEMBER 2020, AT 5.30 p.m.**

**PRESENT:** Eric Boamah (in the Chair), Susan Hanham, Stephen Innes, Chris Meech, Evan Greensides, Sean Connelly, Tiena Jordan, Peter Miller, Nina Whittaker, John Timmins, Stuart Strachan, Anna Blackman, Kathleen Stringer, Katrina Tamaira, Jennifer Jeffrey, Jenny Chen, Jodi Benson, Tom Riley, Claire Dowling, Richard Hurd, Tom Ackroyd (on line), Triona Doocey (on line), Abi Brooks (on line), Andy Fenton (on line), Belinda Battley (on line), Rebekah Rogers (on line).  
Proxy: Alison Breese, Louise Changuion.

**Item 1**      **APOLOGIES:**

Apologies were received from Joanna Newman, Elizabeth Carlton, Paul O'Donoghue, Brian Mathews, Alison Breese, Sarah Gallagher, Loius Changuion, Nicola Frean, David Murray.

Moved that the apologies be sustained

**Moved:** Katrina Tamaira

**Seconded:** Kathleen Stringer

**CARRIED**

**Item 2**      **MINUTES OF THE 2019 AGM**

The minutes from the Annual General Meeting held on 23 September 2019, having been circulated, were confirmed as a true and correct record.

Moved that the minutes be accepted

**Moved:** Chris Meech

**Seconded:** Susan Hanham

**CARRIED**

**Item 3**      **MATTERS ARISING FROM MINUTES OF 2019 AGM**

Nil

**Item 4**      **PRESENTATIONS BY COUNCIL MEMBERS:**

Instead of the President reading his report, Council members gave brief reports about their portfolios:

Eric Boamah (President)  
Sean Connelly (YouTube and Systems Administrator)  
Evan Greensides (Branches)  
Katrina Tamaira (*Archifacts* Editor)  
Nina Whittaker (*Alert* Editor)  
Stephen Innes (*Archifacts* review co-ordinator)  
Kathleen Stringer (Advocacy)

Chris Meech (Membership)  
Susan Hanham (Treasurer)  
Tiena Jordan (Awards)

**Item 5**      **TREASURER'S REPORT:**

Susan Hanham presented the Treasurer's report.

Moved that the Treasurer's Report be accepted.

**Moved:** Susan Hanham

**Seconded:** Tiena Jordan

**CARRIED**

**Item 6**      **ALTERATION TO CONSTITUTION**

The Treasurer spoke about the postal ballot for the constitutional change. At the Council meeting of 13 July 2020, Council approved the following proposed motions to change the Association's rules and for these to be presented to the membership for postal ballot voting. In order for a motion to pass two thirds of the membership have to approve the change. The results of this postal ballot will be announced at the AGM to be held at the Hocken Library, Dunedin on Friday 25 September 2020. Currently, we are bound to a postal ballot system that is both environmentally and financially costly. Also, we need to adapt so that our members can make the most of available technology (for example, virtual AGM attendance).

She read the alteration:

Current Constitution articles 20-21:

- 20      No alteration to the Constitution shall be made except at the Annual General Meeting. Notice of proposed alteration shall be received by the Secretary in the form of a motion or motions sixty (60) days before the Annual General Meeting. The Secretary shall circulate notice of meeting and such motions, together with relevant ballot papers to those in membership of the Association thirty (30) days before the Annual General Meeting.
- 21      No alteration to the Constitution shall be carried into effect unless two-thirds of those entitled to vote and voting by postal ballot, shall vote in favour the results to be declared at the Annual General Meeting next held. A simple majority of those present and voting by voice or by show of hands shall suffice to carry any other motion at a General meeting except that by resolution of a General Meeting or of Council, a matter may be determined by postal ballot to be held prior to any General Meeting, the result to be declared at that meeting.

Proposed Articles 20-21:

- 20      This Constitution may be altered, added to or rescinded at any Annual General Meeting or Special General Meeting subject to the following conditions:
- (a)      Notice of proposed alteration of the Constitution shall be communicated to each Member entitled to receive notices under this Constitution, thirty (30) days prior to the date of the meeting at which such alteration or addition is to be considered.

- (b) No alteration, addition or revision to the Constitution shall be carried into effect unless it is carried by a majority of at least two-thirds of the votes cast for and against such resolution, at such meeting by members entitled to vote. Voting to be in person, by proxy, by attendance and voting virtually through technology or by other voting means available as a result of electronic technology.

- 21 Other meeting motions, that do not change the Constitution, shall be carried by a simple majority of those present (physically or virtually) and voting by voice, by show of hands or communication via electronic technology.

The Treasurer announced that 126 votes were received for the changes and 3 against; this was 67.7% of the membership voting for the change. The votes were counted by a Justice of the Peace.

**Item 7**      **ELECTION OF OFFICERS:**

The Chair read out the nominations received:

		<b>Nominated / Sedconded</b>
PRESIDENT	Eric Boamah	Elizabeth Carlton/Triona Doocey
VICE PRESIDENT		
SECRETARY	Tiena Jordan	Richard Overy / Peter Miller
TREASURER	Susan Hanham	Alison Breese / Tiena Jordan
COUNCIL	Stephen Innes	Belinda Battley / Sarah Cox
	Evan Greensides	Lesley Courtney / Louis Changuion
	Sean Connelly	Claire Dowling / Jenny Jeffrey
	Kathleen Stringer	Eric Boamah / Tiena Jordan
	Chris Meech	Tom Riley / Claire Dowling
HON, AUDITOR	Philip Trounston	Susan Hanham / Tiena Jordan

Moved that the nominations be accepted

**Moved:** Eric Boamah                      **Seconded:** Tiena Jordan                      **CARRIED**

**Item 8**      **PRIZES:**

Eric Boamah, Convenor of the Michael Standish Award Panel read the citation for the award which was awarded to Elizabeth Carlton for "Reappraisal and Deaccessioning: Applying a 'Dangerous Practice' in New Zealand" in Uglean, J.L. (Ed.) (2019) *Reappraisal and deaccessioning in archives and special collections*

Tiena Jordan read the citation for the Ian Wards Prize, on behalf of Brad Patterson, Convenor of the panel. The Prize was awarded to Sarah Gaitanos for her book *Shirley Smith: An Examined Life*, Victoria University Press, Wellington.

**Item 9**      **GENERAL BUSINESS:**

Susan Hanham presented a gift to Anna Blackman of Hocken to them for organising the venue for the AGM.

There being no further business, the meeting closed at 6.55 p.m., followed by a tour through the archives.

**NEXT AGM:**