



ARCHIVES & RECORDS
ASSOCIATION OF NZ
TE HUINGA MAHARA

Minutes of the Annual General Meeting (AGM) of the Central Districts Branch of the Archives & Records Association of New Zealand Held 28 August 2020 at Massey University Archives at 5.00p.m.

Present: Lesley Courtney (Chair), Cindy Lilburn, Marilyn Wightman, Louis Changuion, Michael Biggs, Andrea Campbell, Mark Patrick, Evan Greensides (Secretary)

Apologies: Catherine Woebber

Minutes of 2019 AGM

- **Adopted: Evan; Seconded: Louis**

Matters Arising

- Cindy is to deliver minutes of the Central District's Branch to Beaglehole Room, Victoria University at next available opportunity.
- Signatories for online banking still need to be completed. Forwarded to first meeting of new committee.

Reports

- Annual Report from Chair - Lesley thanked all committee members for their hard work over the year, with the Branch achieving the majority of goals for the year. The presentation by Kerri Siataris on records and archives management was well attended and a further presentation is to be considered for another Branch meeting. Sole Archivist day was delayed due to COVID-19 Lockdown. Work continues on the regional Archival Directory. Online meetings have been a great success, and the Central District's Branch has retained a transparent view of workings within ARANZ Council.

Report Adopted: Lesley; Seconded: Louis.

- Financial, Report – Supplied previously. Top up of \$1,033.23 from ARANZ Council during the year added to account. Minimal interest accrued due to low interest rates. No outgoings during financial year.

Report Adopted: Cindy; Seconded: Lesley

Election of Officers

- **Chair Nomination: Lesley Courtney. Moved: Louis; Seconded: Cindy**
- **Secretary Nomination: Evan Greensides. Moved: Andrea; Seconded: Michael**
- **Financial Secretary: Cindy Lilburn. Moved: Lesley; Seconded: Mark**
- **Committee Members: Mark Patrick, Andrea Campbell, Louis Changuoin, Marilyn Wightman, Michael Biggs. Moved: Lesley; Seconded: Evan**

General Business

- Activities for Coming Year. Cindy noted that the first Zoom presentation by the Branch was well-connected and well-attended, with the possibility of further meetings

on the platform to take advantage of technology and connect members. Mark agreed, especially with far-spread group which has realised positives of this function. Marilyn was impressed with the quality and noted the possibility of expenditure with professional presentations included in these meetings. Lesley noted that Kerri may be willing to do further presentations. As she had provided this one for free, it would be nice to offer her remuneration for anything further. Stated that the Branch is providing benefit for the wider community and sector by incorporating participants further afield than ARANZ membership. Noted that Branch has a plethora of organisational memberships rather than individuals. The success of the latest presentation was based upon Branch members connecting with their wider network and informing them of the opportunity. Lesley noted that organisational memberships may be maintained by those not within the sector and that opportunities may be missed if not forwarded on. Some groups gathered together to attend the presentation, and this provided opportunities for in-depth conversations afterwards. Evan asked whether the Branch should record further presentations and meetings (Committee to action). Local History Interest Group Meeting. Delayed due to COVID Level 2.

- History Syllabus. Heritage Trust in contact with Ministry of Education in regards to development and participation. This could be a topic of conversation for the new committee.
- Set Date for first meeting of new committee. Tentatively set for Thursday, 15th October @ 5pm. Zoom option (Lesley/Evan to action and send link).

Meeting ended at 5:32pm