

**Minutes of**  
**NZ Family and Foster Care Federation Inc.**  
**Annual General Meeting 2020**  
**Lower Hutt Events Centre, 30c Laings Road, Lower Hutt**  
**Held on 16<sup>th</sup> October 2020 9.30am**

**Present:** 49 Full Members / 5 Associate members / 3 Non-Members  
**Proxy Appointment:** Nil

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**Welcome:** Hera Clarke opened the AGM

**Apologies:** Children's Commissioner - Judge Andrew Beacroft, Charmaine Jonker, Gladys Cullen, Gwenda Swinney, Irene Callaghan, Jacinta Patolo, Jennifer Hanson, John Dickson (Chairperson), John Lopdell (Board Member), Karen McLeod, Leigh Williams, Michaela Tahere, Rae Dassler, Sir David Carruthers, Suzanne Johnson, Virginia Povey Edwards.

**Motion:** That the above apologies be accepted.

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| Moved: Jill Kirkland | Seconded: Rob Surtees | Passed: Unanimously |
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**Minutes from previous AGM held on 17 October 2019**

The minutes from the previous AGM held on 17 October 2019 were handed out to all attendees' present.

**Motion:** That the minutes of the 2019 AGM be signed as a true and correct record.

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| Moved: Stephanie<br>James-Sadler | Seconded: Angela Swinney | Passed: Unanimously |
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**Matters Arising from Previous Minutes:**

There were no matters arising.

**Chairperson's Address:**

Due to the unexpected absence of our Board Chairperson, Colin Hardgrave (Deputy Chair) read the Chairman's report on behalf of John Dickson. He thanked the members for the support they gave the children and young people in their care during these difficult times. Linda Surtees (CEO) and the team were acknowledged.

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| Moved: Diana Halsted | Seconded: Fiona Juchnowicz | Passed: Unanimously |
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**Presentation and adoption of Annual Report:**

The Deputy Chair commented on how great the layout was for the Annual Report 2020.

**Motion:** That the Annual Report 2020 be adopted.

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| Moved: Marina Seager | Seconded: Andeana Pilalis | Passed: Unanimously |
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**Presentation and adoption of Audited Financial Accounts:**

The Deputy Chair thanked the Management Team and Finance Manager.

**Motion:** That the Financial Report for the year ending June 2020 be adopted.

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| Moved: Colin Hardgrave | Seconded: Diana Halsted | Passed: Unanimously |
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**Confirmation of Patron/s – Dame Patsy Reddy:**

**Motion:** Confirmation of our current Patron, Dame Patsy Reddy.

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| Moved: Jennifer Kinsella | Seconded: Andeana Pilalis | Passed: Unanimously |
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**Appointment of Auditor:**

**Motion:** Re-appointment of our current auditors – Dent and Heath Chartered Accountants.

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| Moved: Colin Hardgrave | Seconded: Jill Kirkland | Passed: Unanimously |
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## **Announcement of Foster Carer Representative Board Members:**

There were two Foster Carer Representative Board Member positions to be elected to the Board. We received two nominations this year which were for Ken Wickens and Pru Simpson.

**Motion:** To appoint Ken Wickens and Pru Simpson onto the board as Foster Carer Members for a term of 3 years.

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| Moved: Andeana Pilalis | Seconded: Angela Swinney | Passed: Unanimously |
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## **CEO Address:**

Linda Surtees gave an address to the membership.

Highlights for the last financial year:

- Conference October 2019
  - Conference – October 2019
    - Focus on Healing Care
    - Fantastic Speakers
    - Fantastic people in attendance
  - Animation
    - Launched at Conference
    - Fantastic tool to help caregivers see PACE in action
    - Created internally and very successful
  - Professionals Day was run the day after Conference
  - Excellence in Foster Care Awards 2019 celebrated at Conference
- Excellence in Foster Care Awards 2020
- Rebrand
  - NZ Family and FosterCare Fed Inc has changed our operating name from Fostering Kids NZ to Caring Families Aotearoa
- New Space for National Office
  - National office moved from 29 Waterloo Road to 45 Knights Road in Lower Hutt
- Therapeutic Training
  - LIFT Level 1
  - LIFT Level 2
  - Social Worker Training
  - Refresher PACE Training
  - Specialist Training
  - Staff Training
- Life Members
  - We would like to acknowledge Graeme Swinney who has sadly passed away this year.
  - We welcome our newest life member Gillian Lynch

- Advocacy
  - StudyLink
  - Financial Review
  - Family Group Homes
  - Non-Statutory Caregivers
  - Statutory Policy Review
  - Ensuring Caregiver voice is heard (Regional and National)
- Thank you to Hera Clarke

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| Moved: Andeana Pilalis | Seconded: Fiona Juchnowicz | Passed: Unanimously |
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**Board members leaving:**

Colin Hardgrave acknowledged retiring board members Diana Halsted and John Lopdell.

Linda Surtees let the membership know that Colin Hardgrave will be retiring as a Foster Carer member but will continue on the board for a 6 month term as the Financial Advisor to the Board.

**Other Business:**

There was no other business discussed.

**Closing:** Karakia by Hera Clarke

**With there being no further general business, the meeting closed at 10.24am**

*These minutes were approved by the membership as a true and correct record on:*

**Date:** \_\_\_\_\_

**Signed by Board Chairperson:** \_\_\_\_\_