



## Minutes of Meeting

<b>Meeting:</b>	New Zealand AIDS Foundation Annual General Meeting
<b>Location:</b>	31–35 Hargreaves Street, College Hill, Auckland
<b>Date:</b>	Saturday, 11 November 2017
<b>Time:</b>	3:00 – 3:38pm
<b>Present:</b>	David Friar (Chair) Massimo Giola (Trustee) James Hudson (Trustee) Daniel Keys (Trustee) Tim Melville (Trustee) Michael Moore (Trustee) David Ting (Trustee) Guy Alexander (Board Member) Anthony (Tony) Fallon (Board Member) Michael Bancroft OStJ, JP (Life Member) Karen Ritchie (Life Member) Jason Myers (Executive Director) Peter Saxton Sam Humphrey Michael Amyes Sonya Temata Carol Lucas Chris Lucas Inura Fernando Virginia Cattell (Secretary)
<b>By Proxy:</b>	Vaughan Meneses Samuel Holloway

Item	Discussion
1.	<b>MIHI – The Chair</b>
2.	<b>APOLOGIES &amp; SPEAKING RIGHTS</b> The Chair welcomed everyone to the meeting and outlined the AGM processes. A quorum was confirmed.
	<b>a) Apologies</b> Sir Michael Kirby, Kevin Jensen (Life Member), Richard Tankersley (Life Member). <i>Motion: that the apologies be accepted</i> <i>Moved: David Friar</i> <i>Seconded: Michael Bancroft</i> <b>CARRIED</b>
	<b>b) Voting process for AGM – voices, show of hands, ballot, proxy</b> No remits received this year. All other voting by voice (for NZAF members only).

3.	<p><b>MINUTES OF PREVIOUS MEETING</b></p>
	<p><b>a) Minutes of Annual General Meeting held 5 November 2016</b></p> <p><i>Motion: that the minutes of the Annual General Meeting of 5 November 2016 be adopted as a true and correct record.</i></p> <p><i>Moved: David Friar</i></p> <p><i>Seconded: Tim Melville</i></p> <p><b>CARRIED</b></p>
	<p><b>b) Matters Arising</b></p> <ul style="list-style-type: none"> <li>▪ None.</li> </ul>
4.	<p><b>REPORTS</b></p>
	<p><b>a) Chair's Introduction</b></p> <ul style="list-style-type: none"> <li>▪ The Chair noted that the Annual Report was available on the NZAF website, along with his video introduction. In addition, he noted that this has been a significant year for the NZAF in a number of ways, including: <ul style="list-style-type: none"> <li>▪ The launch of the <i>Ending HIV</i> campaign brand and doubling down on efforts to end the spread of HIV and support people living with HIV – <i>Ending HIV</i> encourages people to stay safe, test often and treat early and NZAF has received very favourable feedback on this campaign throughout the year</li> <li>▪ A restructure of the Foundation to ensure that it remains fit for purpose</li> <li>▪ The PrEP demonstration project which has had good uptake – part of NZAF's commitment to support new HIV technologies and have evidence to show they have worked</li> <li>▪ Advocacy contributing to the removal of the CD4 threshold to access treatment for people diagnosed with HIV. This is important not just for the long-term health of people living with HIV but also because effective treatment significantly reduces HIV transmission risk.</li> <li>▪ Remaining committed to our existing messages around use of condoms and regular testing – with testing levels increased over the past year</li> <li>▪ Farewelling Vaughan Meneses from the Board – Vaughan has been a part of the organisation for many years and continues to be a strong supporter of our mission</li> <li>▪ James Hudson's term on the Board coming to an end in November – the Board is grateful for James's experience and help to focus on the work NZAF does with Māori and Takatāpui.</li> </ul> </li> <li>▪ The Chair thanked all community members who were present at the AGM for their ongoing support and commitment and noted that the continuing success of the NZAF depends on the support of its members.</li> <li>▪ The Chair added his personal thanks to his fellow Board members for their dedication to NZAF, noting that the Board meets six times a year taking most of a Saturday each time, in addition to various functions and Sub-Committee meetings that Board members attend – all on a volunteer basis.</li> </ul>

**b) Annual Report**

- A video introduction to the Annual Report by the Executive Director, Jason Myers is also available on the NZAF website.
- Jason welcomed new faces to the AGM and provided some additional highlights of what he also called a very significant year for the organisation:
  - The current Strategic Plan was introduced in 2016 and this past year the NZAF management team have been leading its implementation. The restructure has ensured that the right teams and roles are in place to deliver on the strategy and financial sustainability into the future has also been a focus
  - *Ending HIV* was launched and Jason thanked ACON (AIDS Council of New South Wales) for generously sharing that brand with NZAF for use in the New Zealand market
  - Rolling out other tools, such as PrEP, and trying to create conversations in communities which resonate with them
  - Realigning the way that NZAF delivers HIV testing across the services to make it more accessible and appropriate for the people who need to test regularly.
- Jason and his leadership team are confident that NZAF is well positioned to move forward. Jason thanked all staff for doing a great job over the year, along with the Board who have supported the organisation and him in his role as Executive Director. Finally, he thanked the community: “We are unable to do what we do without you.”

**Motion:** *that the 2017 Annual Report be received.*

*Moved: David Friar*

*Seconded: Peter Saxton*

**CARRIED**

**c) Annual Audited Financial Statement of Accounts**

- Michael Moore reported that NZAF had had its best year financially since 2014, breaking even for the first time since then. He credited Jason Myers largely for this, having come into the organisation as the new Executive Director faced with a deficit and given the task by the Board to break even. Jason introduced a successful restructure among other measures, but Michael noted that NZAF is not completely ‘out of the woods’ yet financially:
  - The Ministry of Health contract for 2018 is the same dollar value as it has been for the past 10 years, so there has been no adjustment for inflation.
  - NZAF has been forewarned that the next two years will see a 5% funding cut, which leaves NZAF approximately \$200K short in the 2018/19 financial year.
  - A major focus has been on fundraising and exploring new strategies. Specialist fundraising staff have been employed who will look with a fresh set of eyes at our fundraising approach and culture and the Board and leadership team are hopeful that income can be increased in this area within the next year.
- Michael thanked Dan Keys and Guy Alexander for their invaluable help on the Board’s Finance Sub-Committee over the past year.
- He concluded by noting that although the coming year will present NZAF with financial challenges, the organisation has a strong team to meet these challenges.

	<p><b>Motion:</b> <i>that the 2016 – 2017 audited statement of accounts be received.</i>  <b>Moved:</b> Michael Moore  <b>Seconded:</b> Daniel Keys  <b>CARRIED</b></p>
	<p><b>d) AIDS Memorial Quilts</b></p> <ul style="list-style-type: none"> <li>▪ The Chair noted that this year the Board had reflected on how important it is to hear from people 'at the coal face' in our community and thanked Karen Ritchie (Life Member) for speaking to the Board in April about her work.</li> <li>▪ The Chair introduced Michael Bancroft (Life Member) who was involved in looking after the NZ AIDS Memorial Quilts until their guardianship was handed over to Te Papa in 2012. Michael was invited to speak to the members present about the Quilts Project. <ul style="list-style-type: none"> <li>▪ Michael shared his history of becoming involved in AIDS and HIV during the early years of the epidemic when he was a priest. Next year will mark 30 years of his formal involvement with the AIDS quilts (guardian for 10 years and committee member for 20) and he thought it was time to withdraw from this role as times have now changed.</li> <li>▪ Michael described how the Memorial Quilts came about as a national project, starting in Auckland in 1988. 140 people have been acknowledged on the quilts in NZ and thousands more worldwide. The NZ Quilts consist of 16 blocks and 10 individual panels. When approached, Te Papa said it would be an honour and privilege to welcome the AIDS Memorial Quilts as a national taonga and they were handed over at a special ceremony in May 2012.</li> <li>▪ Michael noted to members that although they are not permanently on display, the Quilts are available for people to view by prior appointment. Te Papa require plenty of advance notice and this can be arranged via the NZAF Senior Administration &amp; Finance Officer. He added that it is a very moving experience to see how the Quilts are handled with such care.</li> <li>▪ Michael thanked NZAF for being a constant supporter of the AIDS Quilts since the beginning and stated that he felt comfortable handing over the official paperwork to the Executive Director in the knowledge that the project was leaving no debt and will continue to be honoured as intended.</li> </ul> </li> <li>▪ The Chair thanked Michael for his outstanding service to the community and for ensuring this legacy continues.</li> </ul>
<p><b>5.</b></p>	<p><b>BOARD ELECTION</b></p>
	<p><b>a) Outcome of vote for election of a new Trustee</b></p> <ul style="list-style-type: none"> <li>▪ The Secretary announced the election results from the online/postal voting: Anthony (Tony) Fallon was congratulated as the successful candidate.</li> <li>▪ Chartered Accountant Wayne Lockwood was thanked for acting as scrutineer for another year.</li> <li>▪ The Chair commented that the Board considered the five candidates presented the strongest and most diverse field for any NZAF election to date and thanked all for standing. He would speak to the other candidates following the meeting.</li> </ul>

<b>6.</b>	<b>OTHER BUSINESS</b>
	<ul style="list-style-type: none"> <li>▪ Departing Trustee James Hudson was farewelled with a gift. The Chair thanked him for his service on the Board and noted that the broader Takatāpui and LGBT communities were lucky to have James continuing to work amongst them.</li> <li>▪ James stated that it had been a privilege to witness Michael Bancroft's handover of the AIDS Memorial Quilts' administrative responsibility to NZAF. He thanked the Chair for the invitation to join the Board and said he was grateful for the learning gained over the past two years. He acknowledged the Executive Director's leadership and congratulated the new Trustee, Tony Fallon. James also thanked the Board and particularly his fellow members of the Māori Standing Sub-Committee for their support. He concluded by endorsing the Chair's comments about the importance of diversity on the Board and expressing the hope he had for the organisation currently and for positive, future-focused work going forward.</li> </ul>
<b>7.</b>	<p><b>CLOSE</b></p> <ul style="list-style-type: none"> <li>▪ There being no further business, the Chair moved to close the meeting and invited all present to join the Board for refreshments.</li> </ul>

Minutes Confirmed this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

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CHAIRPERSON