

Minutes  
IChemE in New Zealand  
Annual General Meeting (AGM)

Wednesday 20 April 2016

Time: 17.35 – 18:10 NZ DST  
Venue: Aurecon, Spark Building, Wellington

**Minutes**

**Chair:** David Pearce

**Attendees:** David Pearce, Peter Slane, Pete Gostomski, Greig Wilson, Jenny Culliford, Stephen Drew, Brent Dingle, Gerald Crawford, Max Kennedy, Peter Keller, John Hickey, Mark Kerr, Tony Mackereth, Kyle Nicol, Eric Palmer, Kevin Marshal, Louise Blackler

**Apologies:** David Platts, Jonas Hoffmann-Vocke, Becky Macdonald, Joe Aiken Marc Ramos, Melissa Wong, Brent Young, Greig Ellis, Grant Fairbairn, Janis Swan, Kevin Rolfe, Mike Farrier.

Attendees and apologies Proposed Greig Wilson, Seconded Jenny Culliford

**Welcome**

**1 Minutes of previous meeting** The minutes of the previous AGM held on 29 April 2015 were accepted as a true and fair representation. *Proposed:* Peter Slane *Seconded:* D Pearce *carried*

**2 Chair report** David Pearce presented the chairs report

**Governance**

- The Board's activities and processes were audited in June 2015. The key points to address were:
  - Better declarations of conflicts of interest
  - Raising the profile of Chemical Engineering Matters
  - Tightening of some processes e.g. risk assessments.
- Successful board meetings continued to be held approximately every month.
- BDO has audited the Board looking at tax structure, GST, overall compliance and any employment issues. The aim of the review is to ensure governance

standards are met and we have the most efficient structure from a tax perspective. There were no major issues raised in the report.

- The society is now known as IChemE in NZ (previously SCENZ - IChemE in NZ).

### **Membership development**

- As at last week we have 583 members. This is 8% up on the number of members as at 1st May 2015.

### **Links to other professional groups**

- David Pearce has initiated contact with the new IPENZ CEO (Susan Freeman-Greene) and Past President (Andrew Read) including representing IChemE at the IPENZ AGM.
- Susan Freeman-Greene will be speaking at the 2016 IChemE in NZ AGM.
- IChemE in NZ branch meetings are sometimes held in conjunction with IPENZ and NZIFST members to ensure critical mass.

### **Training Solutions**

- We ran four courses last year, two of which were in-house courses. This year we are running LOPA, "Fundamentals of Process Safety" and "Process Safety and the Board". I encourage you to recommend these courses to your colleges.

### **Activities & Highlights**

- Normal schedule of events have taken place in NZ.
- Dick and Mary Earle delivered the Kennedy Wunsch lecture in November 2015 in Palmerston North to approximately 25 people. They reflected on the challenges and successes of establishing and maintaining a strong technology department at Massey University.
- Peter Gostomski awarded the Hanson Medal
- The NZ AGM in 2015 took place in Hamilton in April. The dinner speaker was IChemE President Geoff Maitland, speaking on CEM. Prior to the AGM 6 speakers gave a series of short talks primarily focused on NZ energy.
- Current IChemE President, Andrew Jamieson, briefly visited NZ in October 2015. The trip included visits to a few processing plants and universities.
- Catherine Muldoon has continued to maintain the profile of IChemE by visiting all of the universities offering Chemical Engineering-related degrees.
- Several of the membership have visited high schools to raise the profile of the profession.

### **Staffing**

- Catherine Muldoon seamlessly replaced Caroline Dhanjee as our Membership & marketing executive immediately after the April AGM. Her previous experience in this role means that there was no reduction in service to the members. She is located in the offices of PDV Consultants in Hamilton.

*Proposed: David Pearce Seconded: Greig Wilson carried*

## **3 Financials**

The 2015 Financial accounts were presented to the members. Membership has increased by 8% on last year. Income from training was good. The intercompany balance on page 4 of the accounts shows payments to the UK. There has been another made since then. We have paid \$80k to the UK in the last financial year and a further \$40k this year, with a further \$40k remaining to be paid. Payment of this will be discussed in a future board meeting.

The banking system has been brought into line with business practices requiring two approvals.

Once the Legacy payment has been made to the UK there will be continuing annual payments as usual. The board will decide how any future surplus will be used in New Zealand.

The accounts accepted as a true and fair representation  
*Proposed* David Pearce *Seconded* Jenny Culliford.

#### **4 Elections to the 2015-2016 board**

The chair (2015/2016) David Pearce  
Deputy chair Ken Morison  
Hon Treasurer Greig Wilson

Board members Becky Macdonald, Jenny Culliford, Peter Gostomski, Marc Ramos, ,  
David Platts

#### **Regional group representatives:**

**Northland** Melissa Wong

Auckland Brent Young

Waikato/ Bay of Plenty Jonas Hoffman-Voke

Taranaki Joe Aiken

Lower North Island Tony Mackereth

South Island Ken Morison / Becky Macdonald

Nominations were accepted, all in favour, *carried*

**5 AOB** There was discussion about membership details being available to other members. This raised some privacy issues but could be considered.

The postal address has changed from P O Box 5714, Lambton Quay, Wellington 6145 to P O Box 5714, Wellington 6140.

#### **6 Close 18:10**