



The Radio Frequency Users Association of New Zealand Inc.
Suite 7033
PO Box 83000
Johnsonville
Wellington, 6440
Email: admin@rfuanz.org.nz

Annual General Meeting Minutes 11th April 2017

The 20th Annual General Meeting, of The Radio Frequency Users Association of New Zealand Incorporated, was held in the Rangimarie Room 2 at Te Papa Museum, Cable Street, Wellington, on Tuesday 11th April 2017 commencing at 11am.

Members Present: David Walker, Scott Heywood, Phillipa Elliott, Ian Elliott, Kate Broughton, Tim Colvin, Anthony Kenny, Chris Prouse, Gary Stevens, Bill Goodall, Bart Ruston, Laurie Colvin, Logan Caulfield, Russ Watson, Craig Pidgeon, Roger Dunstan, Trevor Laughton, Lloyd Wensley, David Thomson, Steve Fogerty, Kevin Dove, Lindsay Wills, Andrew McMurray, Gavin Cross, Dale Roberts, Graham Hutston, Corey Weir, Chris Rea, Debby Morgan.

Non Members: Xin Tang, Candice Van Dyke

Business

Corey advised any guests are welcome to remain in the AGM, however have no voting rights.

Apologies

Bruce Harding, Kevin/Tim Colvin Carried

Minutes of the 19th Annual General Meeting

Steve Fogerty/Gary Stevens Carried

Matters Arising - nil

Chairman's Report

Corey welcomed everyone to the 20th Annual General Meeting of RFUANZ.

This being his first report as Chairman of RFUANZ, the position he undertook after last year's AGM.

Corey reported, having been a committee member for only 1 year prior to being elected as chairman, his first priority was to introduce a more regular communication with other committee members in the form of monthly Skype calls and latterly conference calls. Quarterly face to face

meetings previously held in Christchurch or Wellington came at a considerable cost, including travel, venue hire and catering. These meetings maintained a 90% attendance rate at every meeting.

Other Highlights and achievements for the year included:

Re appointing Candice Van Dyke to undertake editing of the monthly newsletters and coordinate the annual gala dinner.

Hosting a meeting of members to discuss the 174 – 230 MHz submission document. This was attended by, four RFUANZ members and representatives from Chorus, NZART and NZ Defence.

Corey attended a preparatory group meeting in Wellington, with Steve Fogerty held by RSM for the upcoming ITU conference in Geneva in 2018.

Introduced a new industry award to be presented at the Gala Dinner, viz: Employee of the Year

Attended the ARCIA/Comms Connect Conference in Melbourne Nov 2017, discussion with ARCIA rep Hamish McDuff on Strategy for Standards and Industry code of conduct.

Held a face to face meeting in November with RSM representatives Len Starling & Seigmund Weisser in attendance. RSM advised the Memorandum Account will be used to reduce licensing fees, however will be reviewed in 2 – 3 years.

Training programme now underway with some 16 having registered for stage 3 Installers, being submitted to SKILLS. These people will be contacted soon to progress the online training course. Laurie will give you an update later in this meeting.

Motion that the chairman's report be adopted:

Moved Anthony Kenny/Lloyd Wensley

Carried

Annual Accounts

Debby Morgan as acting treasurer addressed the meeting;

After last year's AGM Vernon Douglas was appointed treasurer, however due to heavy work commitments had to step aside in September, which left Debby undertaking the role along with her administrator and secretary duties.

Osbornes have for the past 12 months, efficiently managed the financial accounting for RFUANZ, including all GST and Tax returns, together with completing the requirements for the Registrar of Companies Office and reviewing the year end accounts presented to the AGM.

Membership subscriptions increased in the 2016 year directly impacting the overall budget, exceeding projected income of \$16,000.

RFUANZ now has three contractors; Candice Van Dyke newsletter/gala dinner coordinator, David Wong Webmaster and Debby as Administrator/Secretary.

The use of regular monthly Skype meetings, rather than quarterly face to face meetings, has significantly reduced travel and venue costs. Currently accumulated funds balance is \$123,890.00.

The reason to continue to hold a reasonably high balance remains; firstly, the Committee needs to have the entire cost of the annual event in cash before proceeding with the event so RFUANZ is not subject to risk. Secondly, we need funds in reserve so that any submissions to be made to government that require specialist legal and technical advice we have funds available. These may be required at short notice.

The committee continue to stand by the decision for an external party to organise conference being the most practicable.

Moved that the financial report be adopted

Debby Morgan/Lloyd Wensley

Carried

Election of Committee – 9 required

Corey Weir (Outback Communications), Laurie Colvin (Colvins Ltd), Kevin Dove (Dove Electronics Ltd), Chris Rea (Hokitika Automotive Ltd), Steve Fogerty (Tennatron), Logan Caulfield (Genesis Communications), Kate Broughton (Mobincomm Ltd), Bart Rushton (AC Technologies) and Debby Morgan (independent) were nominated

Having enough members for the incoming committee Scott Heywood and Gary Stevens withdrew their nominations.

Motion: That the above nominees be accept to form the RFUANZ committee 2017

David Thomson/Anthony Kenny.

Carried

Membership and Subscriptions

Membership currently stands at 115, 14 resignations were received in 2016. Reasons for resignations include, fee increase/value for money and no further interest in the industry. All agreed we need to find a way to encourage these and others to join RFUANZ.

Setting of Subs for the financial year 2016 / 2017

It was agreed that no increase to fees for 2017 year, however it was suggested that the fee structure be reviewed in the coming year with the new committee.

Report on Training

Kevin Dove and Laurie Colvin finally had training approved by NZQA. 18 registrations received, now forwarded to SKILLS NZ who will approach ETEC.

Level 3 installers course – will give person in business a qualification and can be proved if required. Health & safety policies are mandatory components included in the course. The course takes approximately 8 – 9 months.

Level 4 – equivalent to technicians training course will be included in course coming soon.

General Business

Kate Broughton – can the annual financial year be changed – LW advised, it is required to align the year end with the end of financial year being 31 March. Although it appears messy with some payments for the gala dinner being paid after 31 March, as long as these are noted in the annual accounts.

Scott Heywood suggested holding fundraising events such as 2 – 3 dinners per year, to assist with RFUANZ profile in the industry - requires further discussion/consideration.

David Thomson – Memorandum account now holds \$11million – this saw a reduction after some years ago following reduced licencing fees – David enquired was this a direct result of RFUANZ lobbying RSM – confirmed by Corey.

Lloyd Wensley – Want to know if RSM will use the memorandum account to upgrade SMART – the committee will review this in the coming months and report to members.

Laurie Colvin 10MHz spectrum – industry representation requires RFUANZ to go back to RSM to determine how this will be used. Agreed it was imperative the industry advise the purpose of this newly acquired part of the spectrum.

Lloyd – suggested RFUANZ host a forum on what the industry wishes to use the 10MHz – late May/June to determine the use....several in the meeting raised their hands in support of such a meeting.

Moved that the meeting close – Corey Weir/Gary Stevens - 11:55 am