



The Radio Frequency Users Association of New Zealand Inc.
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Annual General Meeting Minutes 1st May 2019

The 22nd Annual General Meeting, of The Radio Frequency Users Association of New Zealand Incorporated, held on Tuesday 1st May commencing at 11am on Level 5 in the Marlborough Rooms of Sky City Convention Centre, 88 Federal Street Auckland.

Business

Members Present Dale Roberts (Go Wireless), Gary Stevens (WRTUA), Chris Prouse (WRTUA), Matt Alexander (Outback Communications), Kevin Dove (Dove Electronics), Scott Heywood (Logic Wireless), David Johnston (Logic Wireless), Bill Goodall, James Smith (Contractor), Andrew McMurray (Pacific Aerials), David Walker (Apex Communications), David Thomson (Ashley's Electronics Ltd) John Laughton (CRS), Graham Hulston (Rodgers Hulston & White Ltd), Steve Fogerty (Tennatron Industries NZ Ltd), Mike Head (Tait Communications Ltd), Laurie Colvin (Colvins Ltd), Lloyd Wensley (Mount Campbell Networks Ltd), Logan Caulfield (CSE Genesis), Roger Silcock (AC-WB Technologies)

Non Members Ian Miller (ARCIA), Troy McNeill (Unifone NZ), Kingsley Baird (Unifone NZ)

Apologies

Minutes of the 22nd Annual General Meeting held Auckland 2018

Matters Arising

Minutes were incorrectly recorded as being moved by Mike Yee (Tait), this should read Mike Head (Tait)

Minutes adopted with the amendment above – Gary Stevens/Kevin Dove – Carried

Chairman's Report

The chairman thanked the Committee, including Debby and Candice for all their hard work throughout the year. The committee met via conference call, for all but one meeting, which continues to keep costs down.

This year a face to face committee planning day was held, and Corey recommended that this approach be adopted and held within the first two months following election of the new committee each year to allow for an achievable and productive year.

This being the second year the conference has been held in Auckland, with last years conference showing an increase in attendance for the exhibition as the RFUANZ gala dinner.

Some of the highlights of the committee's achievements this year were:

- Revamped and consolidated the industry awards with the new lifetime service award.

- Attended the ARCIA/Comms Connect Conference in Melbourne
- Attended and contributed to the ARCIA planning days in Brisbane.
- Continued development of the RFUANZ Website.
- Developed and held first two RFUANZ breakfast forums in conjunction with Go Wireless, one in Christchurch and one in Auckland.
- Maintained monthly communication with RSM representatives in both directions, also encouraging RSM to provide content for our monthly newsletters.
- Launching of the Level 3 Installers training course, with the first students enrolled and underway with their studies. Carine Vaccari from Shift Etec is in attendance at the RFUANZ booth to assist with any questions regarding the Training programme.
- Lobbying RSM and the Minister for removal of the moratorium on the TS and TX band, contributing to these bands being released again for land mobile use.
- Continued discussion with RSM on topics such as Single frequency repeaters, channel amnesty and the sale of non-compliant radio equipment in NZ.
- Developed and approved new Membership Fee structure
- Commenced providing regular articles to Critical Comms magazine.

Corey thanked the outgoing committee members Kevin Dove and Steve Fogerty, for their hard work and support.

Corey reported that RFUANZ needs dedicated people that have a passion to support the industry. Newcomers that would like to serve on the committee are welcome. Although a challenge and times requiring a commitment of time, it is rewarding.

Motion: That the Chairmans report be accepted

Corey Weir/Dale Roberts - Carried

Annual Accounts/Treasurer's Report

Debby reported: with the resignation as treasurer and committee member, Kate Broughton, in November last year, she undertook the role of Treasurer once again. Kate's accounting experience was an real asset, however in retaining the services of Osbornes accounting, a close eye was kept on expenditure.

Membership has remained relatively static, with the resignation of 5 members in the 2018/2019 subscription year. On a positive note we have seen the uptake of 6 new members, bringing membership figures to 106 in total.

Revenue

The main sources of revenue are from Membership Fees and the annual Gala Dinner and Awards Evening. Commission income of \$2,179.00 is derived from the annual Comms Connect event.

Interest received to 31 March 2019 on our two \$25,000 term deposits, totalled \$2,672.00 slightly up from last year at \$2,405.00

Membership fees have increased with a total revenue for the 2018/19 year was \$102, 600 compared with \$62,470 in the previous year.

Expenses

Travel & Accommodation expenses have increased this year from \$4,761 in 2018 to \$10,767 to the end of March 2019 an increase of \$5,956.00 due to 3 committee members attending the

Comms-Connect/ARCIA conference in Melbourne and 2 committee members attending the two day ARCIA planning days in Brisbane. Although this appears excessive the committee believe the value of attending these far-out ways the costs incurred.

Costs to note include:

- The committee continues to meet monthly via conference call, with only one face to face meeting being held in September in Wellington, at which RSM were in attendance.
- Costs for the Gala dinner also increased from \$24,105. To \$38,114, due to its location in Auckland last year,
- Contractor – Candice van Dyke has decreased from \$11,456 to \$8,850, within the budgeted figure of \$1500 per month or \$18,000 per annum.
- Contractor – Debby Morgan has increased from \$18,200 - \$19,985 due to an increased workload as Secretary/Administrator and Treasurer. Again, this is within the budgeted figure of \$1700 per month or \$20,400 per annum.
- Contractor – David Wong website Manager, increased from \$2,073 to \$4,159, however was budgeted at \$6,000 per annum.

Capital Expenditure

There has been no expenditure on assets during the year.

Financial Position

Accumulated funds have increased from \$119,861 to \$134,332.00 an increase of \$14,471

Committee Member Payments

Debby reported to encourage attendance at meetings, the committee approved a payment of \$30 per meeting for each member paid annually on receipt of invoice from their respective companies. This was adopted going forward to, allow employees of our members to be appointed to the committee, with no cost to the company for their time lost.

Motion: That the above annual financial reported be accepted

Debby Morgan/Kevin Dove - Carried

Election of Committee

Corey Weir, Dale Roberts, Logan Caulfield, Roger Silcock, Gary Stevens and Debby Morgan, all advised they would remain on committee.

Further nominations from the floor included:

Mike Head (Tait Communications) David Johnstone (Logic Wireless) and John Laughton (CRS).

Motion: That the above nine members be appointed to the RFUANZ committee for 2019/2020

Kevin Dove/Matt Alexander - carried

Membership and Subscriptions

The following membership structure and amended fees were put to the meeting to be accepted:

CATEGORY	DESCRIPTION	FEE
Public Safety	For regional sectors of public safety entities. Such as: Fire, Police, Ambulance, Civil Defence, SAR.	\$150+gst
Distributor/ Manufacturer	For companies working in the communications industry as distributors/wholesalers of products and/or manufacturers of products.	More than two staff but less than 10: \$495+gst Greater than 10 staff: \$795
Corporate/Retailer/ Network Provider	For companies working in the communications industry at the forefront delivering products or services to end users. This includes, dealerships/retailers, installation/service contractors, network providers, consultants and engineering firms.	More than two staff but less than 10: \$495+gst Greater than 10 staff: \$795+gst
Associate Organisation	For companies whose products or services support the industry indirectly, or benefit the membership - for example accountants, lawyers, business management software companies etc.	\$295+gst
Professional/Small Business/Individual/ Associate	For companies with a total staff no greater than two FTE, or individuals who work in the industry for example consultants, radio engineers, sole traders etc. Also includes professional user associations.	Small – Less than 10 Staff: \$225+gst
User	For companies that use products and services provided by the industry.	\$295+gst

Report on Training

Carine Vaccari of Shift E-tec updated members on the Training Programme.

Carine highlighted the need to get as many interested and enrolled in the programme to ensure it grow to include Level 4.

Carine was available at the RFUANZ booth to answer any further questions.

General Business

David Walker raised concern that Comms Connect" had developed into a high flying series of workshops that seemed decidedly stacked towards LTE and Public Safety organizations. He felt that they have left the real world of the LMR industry behind, this giving a considerable hole to probably most of the RFUANZ membership.

While perhaps we LMR people may be our own worst enemy as non responding contributors it's possible that we feel intimidated by the other high flyers who do present workshops.

He requested that the RFUANZ executive have "meaningful discussions" with the Comms Connect people with a view to filling this hole.

He further added that historically one exceptional presenting firm is RF Industries, from Australia. He suggested that it's also possible ARCIA, representatives could run a forum. The inclusion of RSM rep's is absolutely mandatory.

Prior to the RFUANZ association with Comms Connect the RFU/Candice were able to set up and present a great arrangement of Trade Expo stands and LMR industry speakers.....so it can be done. If Comms Connect can incorporate what we had/did with what they do/did then it would be a great event.

Meeting closed at 12:10pm