



26th Annual General Meeting held at Te Pae Convention Centre Christchurch 22 June 2022.

Welcome: John Laughton, RFUANZ chairman welcomed those in attendance, declaring the meeting open, slightly later than scheduled at 11:35am.

Members Present

Roy Wittert Cambium Networks, Graham Hulston RHW Telecommunications, Colvin's Communications Soren Lowe/Steve Davis AREC, Corey Weir Outback Communications Ltd, Carl Garner Ashley Communications Ltd, Graham Markson Summit Radio Solutions, Steve Fitzsimons Nelspecs. Kevin Dove Dove Communications Ltd, Lloyd Wensley Mount Campbell Communications Ltd, David Johnston Logic Wireless, Dale Roberts Go Wireless Ltd, Sirilal Mallawa-Arachchi NZ Police,

Non-Members Present Nathan Schaffer/Fadia Mudafar/Jeremy Logan Radio Spectrum Management, Mike Smith WISPA

Apologies: David Walker Rangitoto Radio Telephone Users Association, Brian Davis.

Minutes of the 25th Annual General Meeting, held Lower Hutt Convention Centre 12 May 2021:

Motion: That the 25th AGM minutes be adopted

Moved: Corey Weir

Seconded Sirilal Mallawa-Arachchi

Carried

Matters arising: Nil

Chairman's Report:

John commenced his annual report with special thanks to the committee, partners and members; we have truly appreciated your ongoing commitment to RFUANZ.

Covid has hit membership in the past year, however new initiatives to promote RFUANZ are underway.

- New Website design which includes links to all member websites where known. It has also provided better social media engagement across all platforms. This remains a work in progress as we add more content relative to the industry and members. Development of the webpage and member engagement forums will be ongoing, if you're not plugged-in then get in touch with a committee member or admin staff to facilitate the connections. RFUANZ needs regular input and support from our members. We need and welcome all ideas, inputs, criticisms, objectives, examples, and initiatives.
- Desire' Morris is the new Events Coordinator, including updates on the web page.
- Trinity Matika has undertaken the role of Marketing/Admin Assistant to cover some administrative functions with a view for long term exit recovery strategy when Debby retires. These have proven to be valuable opportunities to bring in fresh thinking and distribute the heavy lifting of the administrative grind.
- The committee continue to meet monthly via Zoom with a face-to-face meeting in November or earlier to cover planning.

- The committee submitted a response to the five-year outlook request from RSM. Awaiting feedback from this. Discussion was mostly around the fact LMR was strangely absent in just about all its forms. The RSM five-year outlook and RFUANZ submission can be found on the RFUANZ website.
- The committee will undertake a review of RFUANZ Rules to align with the new Incorporated Society's Act, to be in effect in 2026. Changes to our Rules will require legal consultation, therefore a fee review will be undertaken next year as rising costs and legal fees will impact the bottom line.
- ARCIA has invited RFUANZ to attend many meetings. We hope to send one representative to their planning day later this year. This is not only the direct result of the MOU, but it is also opening communication on options to leverage ARCIA's On-line training package that ARCIA members have access to.
- An MoU will be signed with WISPA (Wireless Internet Service Providers) later in the meeting.
- History of RFUANZ to be written and loaded to the web page in coming months. We need member feedback on this please.
- The RFUANZ committee are at the start of developing a 5-year outlook. From here we will be developing short, mid, and long-term actions. We are trying to gauge interest and develop a membership tier system. This could potentially involve a Master Radio type solution for industry standards. Access to pay as you go online training opportunities and discounts on Products and services from various vendors.
- Committee members regularly meeting with members of RSM, ARCIA, WISPA, Westwick Farrow, Etec, and NZART

RFUANZ strives for ongoing engagement with members and ask that you get in touch whenever possible. As a team we are communicating within the radio community daily and together as one voice we can make a change.

With our members help, RFUANZ continues to build momentum and embrace the wider wireless technologies that all contribute to our industry.

RFUANZ is inclusive of all our legal spectrum users, and the technologies that support the wider industry. This ensures that the organisation will remain relevant and certifiable both now and into the future.

John completed his report by reaffirming - Two-way radio will always have a place in this organisation as we evolve into future .

Motion: That the Chairman's report be adopted:

Moved: John Laughton Seconded Dale Roberts

Carried

Treasurer's Report 2021/2022:

Mike Head presented a summary of his report as Treasurer, circulated with the AGM papers prior to the meeting.

- Covid restrictions saw only four members not to renew, with a further two companies merging throughout the year. This has been balanced with new members joining recently
- Current membership is 95, as at the end of May.

REVENUE

- Total interest received on investments was \$895.00 again Covid related downturn in interest rates. A reduction of \$1,407.00 from the previous twelve months.
- Reduction in membership saw a further loss of \$2,748.00
- Six new members have joined since this annual report was completed, so it is vital we retain these and add more members in the coming months.

- Partnership packages have been increased with the Platinum Partnership currently \$10,000.00, Gold \$7,000.00, Silver \$3,000.00 and Bronze \$1,000.00.
- Due to the uncertainty of holding an annual gala dinner, we have not been able allocate all partnership opportunities, with one gold, two silver and one bronze partnership unfilled. The impact of which will be felt in next year's annual accounts.

EXPENSES

- Travel & Accommodation increased from \$1,562.00 to \$2,087.00
Costs to note include:
 - Costs associated with the Gala dinner in 2021, totalled \$53,055.00 , however total income including sponsorship totalled \$57,128.00. Some of the sponsorship was carried over from 2020 due to the cancellation of the Exhibition/Gala Dinner.
 - Contractor costs – Candice Stanley resigned in May 2021, her total service costs to year end March 2022 was \$3,533.
 - Contractor costs – Desiré Morris \$5,799.00
 - Contractor costs – Debby Morgan's service costs increased from \$18,810 in 2021 to \$21,862.00. An increase of \$3,052.00
 - An Admin/Marketing Contractor Trinity Matika commenced in February to offset the extra work Debby has been undertaking, whose service costs to end of March 2022 was \$623.00.
 - A new web site was written and implemented at a cost of \$7,200.00

CAPITAL EXPENDITURE - There was no capital expenditure.

FINANCIAL POSITION - Accumulated funds have increased from \$152,981 to \$167,845.00 an increase of \$14,864.00.

CURRENT FEE STRUCTURE

- The RFUANZ committee recommend there would be no change to the annual subscription fees for the 2022/2023 subscription year but would like to signal a review of these fees for the 2023/2024 subscription year.

ACCOUNTING SERVICES

- Osbourne Chartered Accountants Ltd have again prepared monthly financial reports, GST returns, and the annual financial statements and we thank them for their support. Osbourne's have proposed to continue the existing services for the 2022/2023 year at the same rate.

ANNUAL FINANCIAL STATEMENTS

Motion to accept the financial statements as submitted.

Moved Mike Head

Seconded Laurie Colvin

Carried

Motion: That the annual financial accounts as presented be adopted, subject to final review by an accountant.

Moved: Mike Head

Seconded Steve Davis

Carried

Training:

David Johnston summarised progress on training in the industry.

- Skills Etec has a collective feeling that continued development with RFUANZ of an industry career pathway will benefit members and industry the most. The committee continue to with with Skills Etec on the implementation of a level four qualification.
- RSM have also started to develop a similar training alongside us, however, it is a more directed pathway to ARC and ARE level for our industry.
- Level 3 course by year end – new trainees commence start of 2023.
- Working out practical and theory aspects, with the former being high priority. Unfortunately, this is about a year behind – working with Skills
- It has been suggested to survey interested members for funding, engage with students learning electrical field to broaden their knowledge into the comms field.
- RFUANZ suggest they register as a member to seek these students and contact universities to approach any students enrolling in electrical courses.
- It is the RFUANZ focus to ensure we have a younger pool of skilled people, to continue into the future. We need to keep pushing for growth of student numbers on the level three training course to keep the good work that has been done alive and relevant.
- We believe a level 4 NCEA qualification into the industry is essential. This will provide a valid (obvious) pathway into the industry through this qualification.
- RFUANZ have been working with eTec to provide this course. It has been approved by NZQA. Currently developing level 3 course (hopefully ready by the end of this year with level 4 coming end of next).
- The committee feel there needs to be a balance between theory and practical. The practical seems to be the most difficult to provide (and seriously lacking in current qualifications) but just as important.
- The Skills course is what we are building off.
- There will also be options for people in industry who came from overseas, but their qualification doesn't quite line up with NZ standards; or have received years on job but have no qualification to back themselves up.
- We are hoping to align with RSM and offer complimentary courses.
- Government funding will hopefully be available to us therefore we shouldn't need to fund from the RFUANZ reserves, or seek members interested in supporting financially. Also the course fees may be available from the Government. However, this may be a conversation for the future after we have had a discussion with relevant government representatives.
- It is hoped that practical training (we see a serious lack of practical training in universities/Polytechs nation-wide). Wiring, feeder to antenna, fault finding. All practical skills are required
- It is hoped that by way of offering internships or creating a register of interns or simply by offering part time work in the industry, while students' study that we can encourage younger people into the industry.
- A member present suggested that possibly Canterbury University offers radio/communication papers

Election of Committee:

The following people from the outgoing committee advised they were available for re-election to the 2022/2023 RFUANZ committee:

John Laughton, David Johnston, Mike Head, Corey Weir, Carl Garner, Justin Wonderlick, Debby Morgan, Dale Roberts, with Soren Lowe presenting AREC replacing Steve Davis.

A further nomination for Graham Markson from Summit Radio Solutions/QRS was received.

Motion: That the above named be appointed to the RFUANZ committee for 2022/2023.

Moved: Laurie Colvin

Seconded: Sirilal Mallawa-Arachchi

Carried

General Business:**a) MoU RFUANZ/WISPA**

John Loughton Chairman of RFUANZ and Mike Smith Chairman of WISPA NZ formally signed an MoU.

This was received with applause.

b) North/South alternating Exhibition

A question from the floor queried if the exhibition could be alternated between the North and South Island. Unfortunately the location is determined by Comms Connect and where there is a venue large enough to cater to the exhibition. It is hoped that as the country eases restrictions regarding Covid, this decision will be confirmed sooner rather than later.

c) Engagement with RSM

We are pleased to confirm that there is regular engagement between RSM and RFUANZ. Fadia Mudafar RSM Manager of Operations, present at the AGM, endorsed this relationship, reporting that RSM values the relationship with RFUANZ and will continue to ensure transparency and open communication with us in the future.

There have been several changes within the RSM structure, with several RSM employees employed in key roles recently retiring, however we continue to communicate as/when necessary.

John declared the meeting closed of meeting at 12:30pm