

# **Romance Writers of New Zealand Inc.**

## **Minutes AGM 2015**

For the fifteenth Annual General Meeting of Romance Writers of New Zealand Incorporated (RWNZ Inc.) held at Saturday 29th August 2015, at 4:25 pm, Waipuna Hotel and Conference Centre, Auckland.

**Apologies:** Jen Yates, Jaci Petherick, Giovanna Lee, Sue Potter, Leeann Morgan, Bernadette Doube, Pat Snellgrove, Gaylene Atkins, Rae Roadley.

**Proxies:** Gaylene Atkins, Norah Jansen, Rae Roadley.

### **Business:**

- 1. Confirmation of the minutes of the Thirteenth Annual General Meeting of RWNZ Inc. held on Saturday 23rd August, 2014. Approved as previously posted on website.**
  - a. Moved** Sue MacKay
  - b. Seconded** Yvonne Lindsay
- 2. Presentation and adoption of the President's Report.**
  - a. Moved** Kristina O'Grady
  - b. Seconded** LaVerne Clark
- 3. Presentation and adoption of the Treasurer's Report for the year ended March 2015.**
  - a. Moved** Yvonne Lindsay
  - b. Seconded** Toni Kenyon
- 4. Presentation and adoption of the Membership Report by Kris Pearson for Karen Johnson-Meads**
  - a. Moved** Kristina O'Grady
  - b. Seconded** Cheryl Phipps
- 5. Any Other Business**

**(a) Receipt of further nominations for unfilled positions on the Executive:**  
**Treasurer: Ritu Pandey. Publicity Officers (shared position): Kristina O'Grady, Sharyn Barratt and Trudi Caffell. Non-Voting Officer: Leeann Morgan.**

### **(b) Briefs of Remits:**

**1) Proposal:** Subsidy of speaker (unable to name until announced by RWZ at their conference, prior to our AGM) for 2016 Conference. Proposed by: Elizabeth Thompson / Leeann Morgan Dated and received: 09 08 2015

**2) Proposal:** Recommendation for serious consideration by Executive and Conference Committee members to host Annual Conference out of Auckland every other year. Proposed by: Gaylene Atkins / Jaculin Petherick  
Dated and received: 10 08 2015

### **(c) Briefs of Special Resolutions:**

**1) Proposal:** Constitutional change to allow legal notification by email alone. Proposed by: Elizabeth Thompson / Leeann Morgan  
Dated and received: 09 08 2015

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**2) Proposal:** Change the takeover of new officers to take effect at the closure of the AGM meeting. Proposed by: Elizabeth Thompson / Bernadette Doube Dated and received: 09 08 2015

**3) Proposal:** Recommendation that in the interests of good governance, the role of Conference Convenor is not to be held concurrently with the role of President. Proposed by: Bernadette Doube / Gaylene Atkins Dated: 11 08 2015 Received 12 08 2015

**For full Remits and Special Resolutions, please see Appendix, following.**

### **6. Introduction of the new Executive Committee.**

Elizabeth Thompson, Secretary  
29 August 2015, Waipuna Hotel

## **APPENDIX TO MINUTES: REMITs and PROPOSALS OF SPECIAL RESOLUTIONS: 2015 RWNZ AGM**

### **REMITs**

#### **Remit 1)**

**Proposal:** Subsidy of speaker (unable to release name before RWA Conference on weekend prior to our conference) for 2016 Conference

**Proposed by:** Elizabeth Thompson

**Seconder:** Leeann Morgan

**Dated:** 09 08 2015

**Argument:** In the interest of the professional development of the writers of the RWNZ, we wish to have an excellent international speaker, well known for his workshops on coaching screenwriters, novelists and marketers, who will also be speaking at the RWA in August 2016 named Michael Hauge. The financial subsidy, if required, is to be agreed upon by this meeting.

We feel he can contribute significantly to our writers, as well as offering excellent promotion of RWNZ to those outside of the current RWNZ membership, and perhaps encouraging others to join our ranks. While we understand there are those who do not attend conference and might not wish general RWNZ funds to be spent upon conference speakers, we believe it would enhance our members' writing significantly and be well worth the RWNZ's investment.

Any contract signed with Michael Hauge will be an exclusive contract to RWNZ. If other organisations wish to book his services, a fee will be charged and received by RWNZ.

His speaking fee for all day Friday plus speaking sessions on the Saturday and the Sunday, this international speaker for three days is \$10,000. USD (\$15,291. NZD at today's average exchange) plus accomodation, breakfasts, functions and conference (approximately NZ \$990.). One financial positive here is that Michael Hauge will pay his own airfares.

*We are asking for the sum of up to \$12,000 from the general RWNZ Membership Fund to allow us to retain Michael Hauge for the 2016 RWNZ Conference.*

**Motion:** Moya Bawden moved to approve release of \$12,000.00 NZD from general RWNZ fund to the conference RWNZ fund to support acquisition of this speaker for 2016 RWNZ Conference.

**Seconder:** Shirley Wine

**Passed.** All in favour, none opposed. Unanimous.

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### Remit 2)

**Proposal:** That the in-coming executive and conference committee members give some thought and/or have some robust discussion around hosting the annual RWNZ conference out of Auckland every other year.

**Proposed by:** Gaylene M. Atkins

**Seconder:** Jaculin Petherick

**Dated:** 10 08 2015

**Argument:** Ideas supporting the remit:

I would love to be able to have the opportunity to travel to another New Zealand destination/city for a conference again. I attended the conference in Wellington a couple of years ago. It was fantastic. And the freshness of being in another city was invigorating. We have such a beautiful country to share with our overseas speakers and participants (before or after the event); perhaps we are not making the most of that?

I believe there are 5 large cities plus a few major tourist destinations that could host this event. By alternating the venues around the country and coming back to Auckland the following year would not be disrespectful or detract from RWNZ as a whole; or from what I understand to be Jean Drew's original concept; that there was an organisation for romance writers to flourish and learn the craft of writing as best they could and to be supported by their peers and the professionals available 'at the time'. Jean succeeded beautifully. But the key words are 'at the time'.

'Times' do change, along with the needs of the members. I believe by alternating the venues, we would give the whole of the membership more of a chance to attend the conferences; which would keep interest in the organisation fresh and on-going.

I also know from many years' experience, that the Waipuna Conference Centre is the perfect venue for Auckland. Where else do you get free extensive car-parking? You don't!

*Resolved to discuss at executive level. The Constitution allows for conference to be held out of Auckland already.*

*Not passed.*

## Special Resolutions:

### Special Resolution 1)

**Proposal:** Constitutional change to allow legal notification by email alone. Any required notices will be assumed to have been delivered if they have been emailed to the email address of any member. Members who do not list a current email addresses with the RWNZ Membership Secretary carry the onus of discovering the upcoming AGM and Agenda via the website.

**Proposed by:** Elizabeth Thompson

**Seconder:** Leeann Morgan

**Dated:** 09 08 2015

**Argument:** The vast majority (287/294, or 98 %) of members have listed their email addresses with the Membership Secretary. Email and internet is available free at libraries, should people not own a computer. The non-paid elected officers of RWNZ should no longer be required to send paper mail to those who choose not to maintain an email address to fulfill the requirements of our constitution.

### *Constitutional change from:*

5.2.5 **Notice.** The date, place, and time of the Annual General Meeting shall be delivered to each member either *personally or by mail (postal or electronic)* at the member's address appearing in the register of members, at least thirty days prior to the holding of the Annual General Meeting. No other notice of such meeting is required.

5.2.6 The proposed Agenda, including matters to be submitted to a vote by the members, shall be delivered to each member either *personally, by mail (postal or electronic)* at the member's address appearing in the register of members at least ten days prior to the holding of the Annual General Meeting.

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5.3.5 **Notice.** In the case of a Special General Meeting, notice of the date, place, time and purposes for which the meeting is called shall be delivered to members, either personally or by mail (*postal or electronic*), at the member's address appearing in the register of members, not less than ten days before the date of the meeting. No other notice of such meeting is required.

7.11.4 **Special Officer Meetings.** Special meetings of the Executive may be held at the order of the President, who must give a five-day written notice (postal or electronic) to all Executive members. A majority of the members of the Executive may also call a special meeting, provided that at least ten days prior to such meeting, a written notice (*postal or electronic*) of the time, place, and purpose of the meeting is sent to all Executive members.

11.4.1 The ballot for the election of officers is to be conducted by mail (*postal or electronic*) in such usual and proper manner as the Executive may direct.

### ***Change to:***

5.2.5 **Notice.** The date, place, and time of the Annual General Meeting shall be delivered to each member either *personally or by mail* (*electronic*) at the member's address appearing in the register of members, at least thirty days prior to the holding of the Annual General Meeting. No other notice of such meeting is required.

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***Motion: Moya Bawden***

***Seconder: Shirley Wine***

***Passed unanimously. None opposed.***

### **Special Resolution 2)**

**Proposal: Change the takeover of new officers to take effect at the closure of the AGM meeting**

**Proposed by: Elizabeth Thompson**

**Seconder: Bernadette Doube**

**Dated: 09 08 2015**

**Argument:** For ease of transfer of officer duties and materials, transfer at this time makes sense.  
*Constitutional change from:*

11.7 **Officers Take Office.** The duly elected officers shall take office on the first of the month following the Annual General Meeting, subject to any timely filed challenges.

***To:***

11.7 **Officers Take Office.** The duly elected officers shall take office at the close of the Annual General Meeting at or after they are elected, subject to any timely filed challenges.

### **Special Resolution 3)**

**Proposal: Recommendation that in the interests of good governance, the role of Conference Convenor is not to be held concurrently with the role of President.**

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**Proposed by: Bernadette Doube / Gaylene Atkins**

**Dated: 11 08 2015 Received 12 08 2015**

**Ideas supporting the remit:**

Dated: 11 August 2015

The role of the conference convenor should have agreed key deliverables and milestones and report against these to the Executive and the President. The President should have the ability to monitor all decision making and progress in an impartial manner and to be supported in this by the executive.

***Motion: Shirley Wine***

***Seconder: Shirley Meggett***

***Passed, all in Favour, none opposed.***

END