

RNZN Communicators Association
PO Box 5931, Wellesley St, AUCKLAND

Minutes of the ANNUAL GENERAL MEETING

Date: 22 September 2001
Venue: HMNZS Ngapona, Auckland
Time: 7pm

1. Welcome

The meeting was opened by the Associations Chairman, Mr Frank Rands by thanking all attendees for their interest in the Association and their attendance at the meeting. The Chairman then went through the agenda for the evening referring attendees to the correspondence handed to them as they came through the door.

2. Apologies

The Chairman referred the meeting to the list of apologies attached to the meeting correspondence.

3. Minutes of the Previous AGM

The Minutes of the previous AGM were presented. There were no issues arising from the minutes and were accepted as proposed by Barry Jordan and seconded by Jim Blackburn.

4. Chairman's Report

The Chairman provided the meeting with a brief overview of the Associations history and the reasons for the proposed amendments to the Constitution that will constitute a refocusing of both the committee and the Association.

The report covered the organisation of the 1994 and 1999 Reunions and the respective committees who achieved this for the Association.

The Chairman thanked two members of those respective committees who had recently resigned – Brenda Lodge who acted as Treasurer from 1993 to 2001 and Dearn Berry who was Secretary for the same period. He also thanked Rod Berry for the use of his company PO Box for the Associations correspondence, John Titmus for organization the photocopying, Barry Jordan for maintaining the Associations data base and Dave Carroll for acting as the link between retired and serving members

He then thanked all the Associations membership, as without their interest and contributions there would be no Association.

5. Correspondence

The Chairman reported a number of letters had been received from members mostly either wishing us good luck for the meeting for passing on their apologies/ideas. However there was one piece of correspondence he felt worth additional comment. It was from a member of the Association expressing concern at his understanding that the Navy was actively recruiting homosexuals. The member felt he could not longer belong to the Association because of the Navy's apparent shift in morality.

Rod Berry read the letter to the meeting and it was agreed that the Chairman should respond allaying the member's fears of the direction he perceived the Navy to be heading.

6. Financials

The Treasurer presented the Associations financial position. There were no outstanding financial issues relating from the 1994 and 1999 Reunions and no financial issues relating to the running of the 2001 AGM.

It was proposed by J. Blackburn and seconded by B. Rogers that the financial reports be accepted as presented. The proposal was carried.

7. Election of the Association Committee

A majority of the current committee volunteered to continue as committee members in support of the Association. The proposed make up of the committee through to the next AGM is as follows:

		Proposed/Seconded
Chairman	Frank Rands	R Berry/B Jordan
Secretary/Treasurer	Rod Berry	F Rands/J Titmus
Data Base Manager	Barry Jordan	J Titmus/J Blackburn
Committee	Jim Blackburn	R Berry/B Jordan
	John Titmus	B Jordan/F Rands
	Dave Carroll	B Jordan/J Blackburn
	Michelle Martin	F Rands/R Berry

The meeting ratified the new committee.

Secretarial Note:

Two members of the Association, Mr Paul Craggs and Mr Neville Lockley approached the committee on completion of the meeting and expressing a desire to assist as committee members. It is proposed that they be invited to the next committee meeting.

8. Ratification of the Constitution

The development of a Constitution that would represent the future direction of the Association was discussed. A core constitution was presented by the Associations committee along with proposed amendments provided by both Peter Smith and Dickie Dallow.

The constitution and proposed amendments were debated by the meeting and a final constitution was proposed by Barry Chivers and seconded by Sandy Watson.

The meeting carried the proposal.

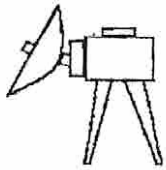
9. General Business:

- (i) The Chairman introduced Association member Dave Robinson to the meeting. Dave has considerable expertise in hosting and maintaining websites and has volunteered to host and manage the Associations website at no cost to the Association. It is proposed that Dave will work closely with the committee to develop a set of protocols for the site management and will work closely with the Chairman to ensure a smooth transition from the existing web host.

The website will attract the standard annual rental \$85.00.

- (ii) The Data Base Manager, Barry Jordan explained to the meeting that he often received requests from a variety of sources for information from our database. To date, he has been reluctant to pass on any information but concedes there may be some members who do not mind if their addresses and phone numbers are passed on to old shipmates. Barry said this puts him in a difficult situation of having to make a judgment call on each request.

It was suggested that at the next Association mailout, a section at the bottom on the letter should provide each member the opportunity to give Barry permission (or not) to provide their postal address/phone number/email address to future callers. Bear in



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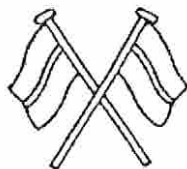
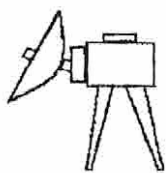
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mind Barry may not be able to determine between an old shipmate and just "something old."

- (iii) The Chairman presented to the meeting the idea of a Life Membership to members who had contributed significantly to the success of the Association. It was proposed by the Chairman and seconded by Barry Chivers that Jim Blackburn be extended Life Membership for his contribution to the Association. A Life Membership Certificate was presented to Jim at the meeting.

The Chairman thanked everyone for their contribution to the meeting and invited all to adjourn to the Senior Rating mess for a light snack and conviviality.

The AGM concluded at 8.15pm.



The RNZN Communicators Association

The Constitution

1 Name:

- 1.1 The name of the Association is the RNZN Communicators Association.

2 Objectives:

- 2.1 Promote social contact amongst retired and serving Communicators of the RNZN
- 2.2 Provide assistance to its members, where possible, on a case-by-case basis.
- 2.3 To provide serving members with a source of historical research and mentoring.
- 2.4 Recognise excellence by RNZN Communicators under training, in association with the Communications Training School, RNZN College Tamaki."

3 Membership:

- 3.1 Membership: Will be limited to serving and non-serving members of any sub branch of the communications branch of the RNZN.
- 3.2 Life Membership: Shall be elected at any Annual or Special General Meeting.
- 3.3 Suspension of Membership: Any member whose actions or behaviour are considered by the committee to be detrimental to the good name of the Association, may have their membership suspended until the next succeeding Annual General Meeting when such suspension shall be reviewed.

4 Committee:

- 4.1 A Committee shall be elected at each Annual General Meeting and shall comprise an executive of three, namely a Chairperson, a Secretary and a Treasurer and up to six members, at least one of who should be a serving member.
- 4.2 Serving members are to be encouraged to volunteer as committee members

- 4.3 The Committee quorum shall be four, one of whom must be a member of the executive.
- 4.4 In the event of an equality of votes, the Chairperson shall have a casting vote as well as a deliberative vote, which shall be expressed to maintain the status quo.
- 4.5 The Committee may co-opt other members to fill a vacancy or for a specific purpose. A co-opted member filling a vacancy will have full voting powers.
- 4.6 The committee shall meet as often as required by the executive but not less than once between successive Annual General Meetings.

5 Meetings:

- 5.1 The Annual General Meeting of the Association shall be held in September, or as near thereto as the executive may decide.
- 5.2 The Secretary shall advertise the date and place of the meeting at least 28 days prior to the AGM and shall cause an agenda to be published on the Association website at least 7 days prior to the AGM.
- 5.3 The executive shall present to the AGM an Annual Report of the year's activities, including a Financial Statement of the Association for the current year.
- 5.4 Proposed Amendments to Rules/Constitution - All proposed amendments are to be seconded and sent to the Secretary at least 21 days prior to an AGM.
- 5.5 Voting - Voting at the AGM shall be by "show of hands" except for the election of officers which shall be conducted by ballot. The counting of ballots shall be conducted by two scrutineers who will be elected at the AGM.
- 5.6 Special Meetings - The committee, or at the request of any group of 20 members may call a special meeting at any time. The secretary shall give at least 14 days notice of the time, venue and purpose of the meeting.

6 Finance:

- 6.1 An audit of the Association accounts is to be carried out annually. Where there has been no financial activity in the current year or little or no financial activity planned for the succeeding year, those committee members entitled to vote may pass unanimously the following resolution, "that no auditor be appointed for the coming year."
- 6.2 A financial statement is to be presented by the Treasurer at each committee meeting. This is to include a separate working account of any function or activity held by the Association.

- 6.3 A banking account is to be kept in the name of "The RNZN Communicators Association". Cheques for payment of Association accounts are to be signed by the Treasurer and countersigned by either the Chairperson or Secretary.
- 6.4 Cheques for payments to the Association are to be made payable to the RNZN Communicators Association.

7 General:

- 7.1 Subscriptions – Annual subscriptions will not be levied,
- 7.2 Joining Fee – To provide working capital for the Association, members will be required to pay a once-only joining fee of \$20.
- 7.3 The cost of any organised functions will be paid for by members taking part, but maybe subsidised from Association funds.
- 7.4 Guests may be invited to functions as decided by the Committee, and members inviting guests are responsible for their guests' costs.
- 7.5 The conduct of member's guests remains at all times the responsibility of the member inviting them.
- 7.6 The costs of official guests, invited by the Committee, will be met by the Association.
- 7.7 Suggestions and comments made by members for the better administration of the Association should be forwarded to the Secretary for consideration by the full committee.

8. Winding Up the Association

- 8.1 Should the Association be wound up, any remaining assets shall be disposed of as decided by the committee at the time.

9 Spare

		Financial Statement		
		October 2001		
Date	Reference	Debit/Cheque	Credit/Deposit	Balance
1-Oct-01	Opening Balance			1221.4
31-Oct-01	Opening Balance			1221.4