

## SANITI

### Student Association of the Nelson-Marlborough Institute of Technology Inc.

#### Minutes of the Annual General Meeting held Tuesday 9 April 2024, N Block, Te Pūkenga/NMIT Nelson Campus

The meeting opened at 12.05 pm.

**Karakia and welcome:** M Devon opened the meeting with a karakia, welcomed everybody to the AGM and thanked them for attending. M Devon introduced the panel to the students.

**Present:** Max Devon (Chair/President), Alison Hart (Minute Secretary/General Manager), Pauline Warne (Accountant/Acting Returning Officer), Scott Bailey (Vice President), 69 students as per attached register.

**Apologies:** Barry Signal (Auditor/Returning Officer), Olivia Murray

Chair Carried

#### **Confirmation of Minutes**

M Devon tabled Minutes of the Annual General Meeting held on Tuesday 4 April 2023. M Devon asked students who were in attendance at the meeting to confirm the Minutes.

**Motion:** That the Minutes of the Annual General Meeting held on Tuesday 4 April 2024 be accepted as true and correct.

P Noble, G Redwood Carried

#### **Matters Arising**

To be covered under later Agenda items.

#### **Audited Accounts**

M Devon tabled the audited accounts and asked A Hart as General Manager to speak to the exceptions.

- A Hart stated she was happy to take questions from the floor or at a later date. Audited Accounts are publicly available on the Charities Commission website and would also be posted on the SANITI website.
- A Hart stated that breakdown of income and expenditure was similar to the 2023 financial year. NMIT Service Level Agreement (SLA) had increased to allow for an additional staff member based in Marlborough Campus.
  - ❖ Statement of Service Professional provided information of where the Association's funds were spent.
  - ❖ Main income comes from the Service Level Agreement between SANITI, NMIT and Ara.
  - ❖ \$45,000 interest income was used to subsidise the 2023 delivery, with an overall deficit of \$10,088.
  - ❖ SANITI's reserves are used to secure SLA (demonstrate the Association as a going concern), fund the Executive independent of any SLA agreement, subsidise service delivery (including hardship support) and meet the Associations employment and health and safety obligations. M Devon will speak to subsidising the 2024 service delivery under the Presidents report.

**Motion:** That the Audited accounts be received and accepted.

Jay Martin, J Hobbs Carried

#### **President's Report**

M Devon tabled the President's Report and stated that the Association had been delivering as the NMIT student representative body for 22 years. Hardship remained a key issue for the student body, "being a student was not just about turning up to class".

For the purpose of this meeting, M Devon would speak to the highlights relating to Associations four goals:

In 2023 the Association had a staff member based in Marlborough and visited over 30 block and night courses meeting with apprentice and work based learners.

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| <p><b>STRATEGIC GOAL ONE</b><br/><i>Fun social events and strong campus culture</i></p>  | <ul style="list-style-type: none"> <li>• 2023 budgeted for 45 events to serve 1500 ākongā/students with 8000 servings of food.</li> <li>• The Association actually held 65 events and served 5,300 ākongā/students with 10,600 serves of food.</li> <li>• The Association budgeted and delivered 11 activities to Nelson and Marlborough international students.</li> </ul>  |
| <p><b>STRATEGIC GOAL TWO</b><br/><i>Friendly independent support, advocacy, and services for all Te Pūkenga/NMIT ākongā/students</i></p> | <ul style="list-style-type: none"> <li>• 2090 advocacies (including hardship) at Te Pūkenga/NMIT.</li> <li>• 521 advocacies (including drop-in's) at Ara.</li> <li>• 110 ākongā/students Programme Representatives.</li> <li>• Employment services held 311 individual ākongā/student sessions.</li> <li>• 554 ākongā/students assisted with in-class sessions.</li> </ul>   |
| <p><b>STRATEGIC GOAL THREE</b><br/><i>Independent representation of the ākongā/student voice and ākongā/student engagement</i></p>       | <ul style="list-style-type: none"> <li>• The Association held; 2 general meetings; 2 ākongā/student Executive elections; 9 executive meetings (including online); 2 strategic &amp; operational planning sessions.</li> <li>• Advisory board in place and supporting the Association throughout the year.</li> <li>• 5 Te Pūkenga/NMIT committees were attended and provided with student representation.</li> </ul> |
| <p><b>STRATEGIC GOAL FOUR</b><br/><i>Sustainability, survival, and transition of the Student Association</i></p>                         | <ul style="list-style-type: none"> <li>• SANITI is actively involved in Te Pūkenga/NMIT student voice forums and learner networks.</li> <li>• SANITI continued to advocate for the Association's structure as part of Te Pūkenga operating model.</li> <li>• SANITI has ākongā/student voice at national level within TEC Learner Advisory Committee.</li> </ul>   |

Thank you to the SANITI executive who took initiative and were proactive in their roles, to Scott Bailey for his support as Vice President and Olivia Murray for coordinating the 'Political forum' for the election. The Association would like to acknowledge and thank the Advisory Board members, Jackie Britz, Tony Gray and Scott Tambisari for their professional input in 2023.

Thank you to the staffing team: Alison Hart, Jaycob Brown, Ashleigh McNeilly (recently left for Melbourne), Elizabeth Mead (now studying Midwifery in Dunedin), Angela Christieson, Megan Riddell, Tamsin Clark (Marlborough), Duncan (Ara), Justin McComb-Kennedy for the outstanding work. Personal thanks from M Devon to the SANITI team for the support enabling professional development as student president and also student success.

2024 Strategic Plan and Budget – Update from 2023 SGM.

2024 Service Level Agreement (SLA) with NMIT/Te Pūkenga has come with a reduction in funding of \$146,000 from the 2023 SLA. While there has been some reduction in service provision there will still be a significant shortfall in funding the SLA service provision and delivery of the 2024 Strategic and Operational plan.

A revised 2024 budget was discussed with the Executive. While there are some savings that can be made, the Executive's recommendation is to maintain service provision including the event schedule and hardship support for 2024, to seek additional funding from NMIT/Te Pūkenga for the 2024 SLA funding based on the 'actual' costs of the service provision in Term One and to gain approval at AGM for further Association savings to be made available.

**Motion:** That an additional \$49,000 is approved from savings to support the delivery of the 2024 Strategic and Operational plan.

Jay Martin, Johan Hobbs Carried

**Motion:** That the President's Report be received and accepted.

C Styles, G Redwood Carried

**Appointment of Auditor**

M Devon that an Auditor for 2024 was required to be appointed in order for the Association to continue to meet compliance requirements.

**Motion:** That Barry Signal is appointed Auditor for 2024.

J Martin, P Noble

Carried

M Devon ceded the Chair to P Warne

**Election of Incoming Executives**

- P Warne informed the meeting that five nominations had been received in the approved timeframe for the four positions available. Nominations were now closed.
- P Warne stated that she would now open the meeting to give the candidates an opportunity to speak to their nominations. P Warne noted that Olivia Murray was not present at the meeting, had submitted 200 words and asked for M Devon speak to her nomination.
- The following candidates spoke to the meeting outlining their reasons for standing for the Executive: Basil Kuriakose, Olivia Murray (presented by M Devon), Patu Noble, Courtney Styles and Jay Voltaire
- P Warne stated that as there were five candidates standing for four positions, voting would take place by ballot. The meeting could vote for one of two options – to approve a maximum of four candidates or vote no confidence in the candidates.
- Ballot papers were distributed, completed, and posted into the ballot box provided
- P Warne stated that the votes would be counted at the conclusion of the meeting and results announced by 6pm.

**Motion:** That the successful candidates to be accepted as Executive members

Basil Kuriakose  
Olivia Murray

Patu Noble  
Courtney Styles

G Redwood, L Manchala

Carried

P Warne ceded the Chair to M Devon who thanked everybody for attending the meeting.

**General Business**

No General Business

Closing karakia and karakia kai led by P Noble and M Devon

**Meeting Closed 12.50pm**

Signed \_\_\_\_\_

Dated \_\_\_\_\_