

# MINUTES (in Review)

## AGM - 2019



<b>Name:</b>	Neurological Foundation of NZ
<b>Date:</b>	Thursday, 28 November 2019
<b>Time:</b>	5:30 PM to 8:00 PM
<b>Location:</b>	City Gallery, Civic Square, 101 Wakefield Street, Wellington
<b>Board Members:</b>	Dr Barry Snow (Chair), Cathy Stinear, Deb Peters, James Hellaby, Tim Anderson, Tony Offen, Wayne Boyd, Sonja Clapham, John Kelly
<b>Attendees:</b>	Rich Easton
<b>Apologies:</b>	Baden Ewart

### 1. Annual General Meeting presentations

#### 1.1 Doors open

#### 1.2 Sir Richard Faull and Professor Alan Barber presentations

Professor Sir Richard Faull presented an update to Members on the Neurological Foundation Human Brain Bank and answered Member questions.

Professor Alan Barber presented an update on the work of the Chair of Clinical Neurology and answered Member questions.

Dr Barry Snow thanked Richard and Alan for their updates and providing insights on these two important platforms funded by the Foundation.

### 2. Present & apologies

#### 2.1 Welcome

#### 2.2 Confirming attendees

Baden Ewart (Vice Chair) and John Burton (Ex Council Member) formally apologized for being unable to attend the AGM.

Dr Barry Snow, Professor Tim Anderson, Professor Cathy Stinear, James Hellaby, Deborah Peters, Wayne Boyd, Tony Offen, John Kelly and Sonja Clapham attended representing Council.

Danielle Hamilton, Sarah Schonberger, Kerry McDonald, Margie Carter, Kellie Bain, Jackie Lennard, Bridget Lynd and Rich Easton attended representing the Foundation.

Barbara Bridget attended as an invited guest of Council, plus a number of Neurological Foundation members attended the meeting.

### 3. Minutes & matters arising

#### 3.1 Confirm Minutes

**Neurological Foundation AGM 29 Nov 2018**, the minutes were confirmed as presented.

Minutes were proposed and confirmed from the 2018 AGM.

#### 3.2 Matters arising

No matters arose from the previous AGM.

### 4. Chairmans report

#### 4.1 Present Chairmans report

Dr Barry Snow presented a verbal report on the progress of the Foundation, the work of Council and the ongoing importance of good governance for Foundation.

Barry thanked Tony Offen for his dedicated service to the Foundation upon his retirement from Council.

Lastly, he thanked the Foundation's Members for their ongoing support of neurological research, without whom none of this progress would have been possible.

### 5. Financial report

#### 5.1 Present financial report

Rich Easton provided a financial summary of the 2018-2019 financial year ending 31st March 2019, along with its linkages to the progress on the Foundation.

### 6. Election of Councillors

#### 6.1 Council members election



##### Election of Council members

Chair of the meeting was handed to Professor Tim Anderson in the absence of the Vice Chair, to lead out the election of Council members.

Renewal of the following Neurological Foundation Council members was approved:

- Deborah Peters
- Dr Barry Snow
- Wayne Boyd

The retirement of Tony Offen from the Foundation was accepted.

The election of two Council members to the Foundation was approved, they are:

- Sonja Clapham
- John Kelly

The Chair of the Foundation was confirmed with the re-election of Dr Barry Snow.

The Vice Chair of the Foundation was confirmed with the re-election of Baden Ewart.

**Decision Date:** 28 Nov 2019

**Outcome:** Approved

## 7. Appointment of the auditor

### 7.1 Appointment of the auditor



#### Appointment of auditors

Deloitte were re-confirmed as the Neurological Foundation's auditors for the 2019 - 2020 Financial year.

**Decision Date:** 28 Nov 2019

**Outcome:** Approved

## 8. Scientific Advisor Committee (SAC)

### 8.1 SAC report

Professor Cathy Stinear updated the Members on the progress of the Research Review throughout the year and setup of the new Chair roles for the Scientific Advisory Committee (SAC) and Personal Awards Committee (PAC).

Dr Bronwyn Kivell updated the Members on the most recent Grant round and the approach taken with the new Co-Chair model.

Dr Barry Snow thanked Cathy for her leadership of SAC over the last 4 years and her many years of services to the SAC / PAC Committees.

## 9. General Business

### 9.1 General business items

Barry advised members that a Special General Meeting held in September had approved an update to the Rules & Objects of the Foundation. Copies of these rules are available from the Neurological Foundation's website.

No other items were raised under general business.

## 10. Close Meeting

### 10.1 Meeting closes

**Next meeting:** Council Meeting - Nov 2019 - 29 Nov 2019, 8:00 AM

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_