

Brain Injured Children Trust

www.braininjuredchildrentrust.co.nz

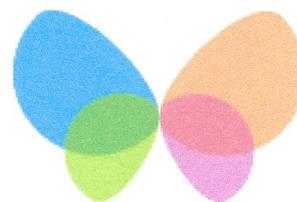
The Kollektive

Tauranga 3112

Office: 0800 275 469

Mobile: 07 578 9694

Email: info@braininjuredchildrentrust.co.nz



Brain Injured Children Trust

Learn, Grow, Achieve

Minutes of Annual General Meeting held on Friday 15th November 2019, at The Wilson Residence, 383 Pyes Pa Road, Tauranga at 4.45pm

1. **Welcome:** Chairperson welcomed all to the meeting.

In Attendance: Shirley Wilson, (Trustee/Chairperson), Fiona Morris, (Trustee) Mark Prujean (Trustee) Mark Passey, (Trustee), Karen Williams, (Administrator) Kerry Sykes, (Committee) Stewart Gauld, (Committee) Mark Wilson (Committee)

Apologies: Nil

Minutes and Matters arising of Annual General Meeting held on Friday 16th November 2018

Mark Passey proposed the minutes were a true record of the meeting

Fiona Morris Seconded the minutes were agreed and signed by Shirley Wilson

2. **Present Trust Activity/Business Report 1st July 2018 – 30th June 2019**

This was presented by the Chairperson

Action:

Mark Passey proposed information was correct.

Mark Passey Seconded

3. **Charities Commission/Audited Accounts**

This was completed on the 12th November 2019 by Shirley and Kerry

Action:

Shirley Wilson proposed that this was true

Mark Prujean seconded

4. Appointment of Auditor (Member of Institute of Chartered Accountants).

KPMG Auditors were appointed for the next financial year July 2019 – June 2020. A letter of confirmation attached including a request for a fee of \$1000.00

Action: Appointment of KPMG for 2020 and payment of \$1000.00 was unanimously supported.

Mark Prujean **proposed**

Fiona Morris **seconded**

5. Appointment of Officers:

a) Trustee Positions:

Continuing Trustee – Shirley Wilson

Continuing Trustee – Mark Prujean

Continuing Trustee – Fiona Morris

Continuing Trustee – Mark Passey

b) Chairperson

Shirley Wilson

Unanimously approved

c) Secretary:

Administrator Role

Unanimously approved

d) Treasurer:

Kerry Sykes

Unanimously approved

6. Other Business

Murray O'Donnell asked to become a committee member

Action:

Shirley Wilson proposed to accept Murray as a committee member

Mark Passey seconded to accept Murray as a committee member

7. Meeting Closed – 5.00pm

Next Annual General Meeting

To be held on 13th November 2020 at 4.45pm

Signed.....*Shirley Wilson*.....Dated.....*20-11-2020*.....

...../Trustee/Chairperson

Shirley Wilson