



2023 AGM MINUTES
Date: 27 August 2023
Held at Distinction Hotel Christchurch

Start Time: 4.05pm

The Chair of FANZ, Dawn Engelbrecht, welcomed everyone to the meeting and thanked all the members for their ongoing support of FANZ.

Attendees:

FANZ Board: Dawn Engelbrecht (Chair), Callum Floyd, Michelle van Gaalen, Darryl King, Scott Jenyns, Greg Paget.

Board Apologies

Brad Jacobs.

FANZ Staff: Robyn Pickerill, Susan Mott, Stevie Wheatley, Lexi Fletcher, Birke Karl.

Member Attendees

Grant Archibald, Sarah Archibald, Michael Bright, Dawn Cleary, Daniel Cloete, David Foreman, Stewart Germann, Andre Hofer, Patrick Learmonth, Estelle Logan, John Logan, Lorraine Lord, Vaughan Moss, Aaron Nesbit, Emily Nesbit, Samantha Pollock, Shelley Trutsch, Hamish Walker, Craig Weston, Tristan Will, Jeremy Yeoman

Visitor Attendees

Richard Cholewick, Bill Edwards.

Member Apologies

Galvin Bartlett, Nathan Bonney, Simon Lord.

Motion: *That the apologies be accepted.*

Moved: Andre Hofer

Seconded: Estelle Logan

Carried unanimously.

Confirmation of Minutes of the AGM 6 July 2022

The Chair stated that as the minutes had been circulated prior to the AGM, it was taken as read that they had been reviewed and called for any corrections.

A correction was noted regarding the attendance register for the 2022 Annual General Meeting. Scott Jenyns advised he was not in attendance at the AGM 2022.

Motion: *To approve the Minutes of the AGM 2022, as a true and correct record, subject to the attendance of Scott Jenyns being corrected.*

Moved: Dawn Engelbrecht

Seconded: Stewart Germann

Carried unanimously.

Chair's Report for 2023

Dawn Engelbrecht fully summarised the Chair's report.

Dawn noted a special thanks to Robyn, CEO FANZ for her contribution in preparing the report and thanked the FANZ office team for all their efforts over the year.

Dawn also thanked the FANZ Board members: Brad Jacobs, Callum Floyd, Darryl King, Greg Paget, Michelle van Gaalen, and Scott Jenyns for their tremendous support and efforts over the 2022/2023 year. Dawn particularly noted the extensive work of the Advocacy and Legislation team led by Darryl King.

Dawn thanked all FANZ members for their continued support, and commitment to FANZ and the FANZ Codes.

Further thanks were noted to FANZ Strategic, Platinum and Media partners and all other sponsors, who generously support FANZ.

Dawn highlighted and spoke to many areas of the report: Finance, Membership, Advocacy and Legislation, Complaints, Pre- entry online Training, Education, Sponsorship, Events and Networking, Franchising New Zealand Survey, Scrutineering, Honorary Solicitor, and International Representation.

Dawn thanked Craig Weston for the continued support the Inspired Accountants team, provide to FANZ.

Dawn also conveyed the Board's thanks to Michael Bright of Gaze Burt and his team for their great support responding to many FANZ issues, in their role of honorary solicitor.

There were many other mentions of thanks to FANZ contributors, and summaries of FANZ activities, all of which are detailed in the full Chair's report.

Motion: *To accept the Chair's Report*

Moved: Dawn Engelbrecht

Seconded: Vaughan Moss

Carried unanimously.

Financial Report

The Financial report was presented by Craig Weston of Inspired Accountants.

Craig introduced himself and then went on to explain, that he would give an overview of the key numbers. Craig displayed a graph showing surpluses for the preceding five years, however, noting that for the 2022/2023-year FANZ had made a loss of \$28K. Craig shared the Income and Expenses differentials from 2022 to 2023, and made comment on them.

Craig finished by stating that FANZ has a good level of reserves and is in a strong cash position, to carry FANZ forward.

Craig invited questions. There were no specific questions for Craig Weston regarding the audited financial accounts.

Motion: *That the Financial Statements for the Financial Year ending 31 March 2023 as prepared by Inspired Accountants Limited and Audited by BDO Tauranga, be accepted.*

Moved: Craig Weston

Seconded: Daniel Cloete

Carried unanimously.

The following matters were raised by members in relation to the financial statements:

1. FANZ Deficit Question:

A member asked what FANZ is doing to avoid a deficit for the 2023/24 financial period? Dawn noted that FANZ continues to be cautious with expenditures, and emphasized the significant importance of conference, membership, and sponsorship revenue. Dawn noted that membership is an important focus going ahead.

2. Membership Growth Opportunity Question:

A member asked how big the opportunity is to grow FANZ membership? Dawn referred to the Franchise Survey statistics, which shows that there is good potential for FANZ membership growth, and that FANZ is considering engaging a membership manager.

3. Staffing, Expenditure and Membership Growth Discussion:

Members commented on increasing staffing, awards, and conference costs. It was noted that FANZ relies heavily on conference income, and that the conference attendance cost may inhibit registration, should it increase.

Robyn spoke to the comments explaining that increasing costs is the reality of the world we live in, and that indeed further income is required going ahead. Membership is a key area to channel further focus, noting however, that the FANZ team manage a phenomenal workload with minimal resource, and if anything, more staff were required not less.

There was a member suggestion that members could help brainstorm ideas on how best to increase membership. The Board welcomed this suggestion and were open to further discussions to refine strategies.

Appointment of Honorary Solicitor

Motion: *To reappoint the current Honorary Solicitor Michael Bright, of Gaze Burt, for the coming year.*

Moved: Dawn Engelbrecht

Seconded: Patrick Learmonth

Carried unanimously.

2023 Board Election Results Announced.

Dawn noted thanks to the three candidates for putting their names forward for election.
Dawn announced the newly elected members as:

Brad Jacobs and Scott Jenyns

Deletion of Electronic Ballot Records

Motion: *That all electronic ballot records be deleted.*

Moved: Dawn Engelbrecht

Seconded: Tristan Will

Carried Unanimously.

Other Business

Dawn Advised that the FANZ advocacy committee and the Board are currently reviewing the FANZ Code of Practice and Ethics in response to feedback from members and scrutineers. There will be consultation as required.

Dawn advised that the review is being undertaken in two stages and will keep the members updated as the review progresses and consult as required.

The two stages are:


- Improvements to the Code of Practice requirements (mainly compliance), including clarifying disclosure document contents to make compliance easier, modernising and clarifying the conduct requirements currently in the Code of Ethics, and updating the complaints process.
- A review of other concepts (including the marketing fund requirements) which will involve further consultation with members.

There was no other general business raised.

The AGM closed at 4:43pm.

Bradley Jacobs

Chairman


Bradley Jacobs (Nov 29, 2024 04:42 GMT+13)