



**ALBANY STUDENTS'
ASSOCIATION INC.**

Advocacy | Representation | Student Services.

Annual General Meeting

Minutes

**Was held Wednesday 5th August 2015 at 12 noon
In the Student Lounge, Second Floor,
Student Amenities Centre, Massey University, Albany Campus.**

Attended by: Byron Brooks (president), James Speedy (AVP), Jonathan Sng (SVP), Georgia Breckell (EVP), Brooke Norton (MWR), Cecilia Cho (WWR), Kirsten Hartnoll (MSR), Christin Barachandrian (ISR), Daniel Burgess, Sue Wilson, Blake Gardner, Shu Sin Chong, Paul McDowell, Marie Rivera, Scott Wilson, Ally Blake, Akshay Nasnikkor, Keagan Licence, Rosario Monzales, Brad O'Callaghan, Jiamiry Hao, Julia Breybrod, Dylan Chapman, Natassia Baefield, Hayden Wilson, David Smith, Tingting Zhang, Sage Verster, Isaac Eng, Joanne Stacey

**Meeting Opened
12:05pm**

1. Motion 01/2015:
No apologies to move.

2. Minutes of Special General Meeting held 18th MARCH 2015

The minutes of the previous meeting are tabled

Motion 02/2015:

"THAT the Minutes of the Special General Meeting held 18th March 2015 be accepted as a true and accurate record."

**Moved: Chair
Seconded: Akshay N.**

4. Matters Arising

There were no matters arising from the previous General Meeting.

*Agenda
Annual General Meeting of the Albany Students' Association Inc.
To be held at Massey University, Albany Campus
Student Lounge, Student Amenities Centre, 12 noon
5th August 2015*

5. Financial Business

5.1 Acceptance of the 2014 Financial Statements

The ASA Annual report for 2014 is tabled.

Motion 03/2015:

"THAT the financial statements for the Albany Students' Association Inc. for the year ending December 2014 be accepted as a true and accurate record."

Moved: Chair
Seconded: Cecilia C.

5.2 Ratification of the Auditor for 2015

Motion 04/2015:

"THAT William Buck Christmas Gowland Ltd is ratified as the auditors of the Albany Students' Association Inc. 2015 financial statements."

Moved: Chair
Seconded: Brooke N.

5.3 Ratification of the draft budget for 2016

Please note that this is mainly an operating mandate for expenditure that occurs over the period November to March and as such contains many assumptions that have yet to be negotiated /confirmed with the University and which will be incorporated into the final 2016 budget presented to the membership at the Special General Meeting in March 2016.

The draft budget for 2016 is tabled.

Motion 05/2015:

"THAT the Albany Students' Association Inc. Draft Budget for 2016 be ratified."

Moved: Chair
Seconded: David S.

6. Legal Matters

There were no legal matters arising.

7. MOU with Te Waka O Nga Akonga Maori

Motion 06/2015:

"THAT the Memorandum of Understanding between Albany Students' Association Inc and Te Waka O Nga Akonga Maori for 2016 be ratified."

Moved: Chair
Seconded: Kristin H.

8. Constitutional Changes

Motion 07/2015

"THAT all spelling, grammatical, syntax and numbering changes be accepted"

Moved: Chair
Seconded: Sue W.

Motion 08/2015

"THAT the definition of "International Student" be changed from:

"a person who has been admitted to New Zealand on a Student Study permit issued from New Zealand Immigration Services, or a person studying with Permanent Residency status."

To:

"A student who is not a domestic student as the definition outlined in section 52 of the Education Act 1989."

Moved: Chair
Seconded: Ally B.

Motion 09/2015

"THAT section 7.1 of the Albany Student's Association constitution be amended to include section 7.1 b) iv):

"To play in a team or participate in an activity of an affiliated body."

Moved: Chair
Seconded: Scott W.

Motion 10/2015

"THAT section 11.1 a) of the Albany Student's Association constitution be changed from:

"The time, date and locations of all General Meetings shall be fixed by the Executive and at least seven (7) clear days public notice shall be given."

To:

"The time, date and locations of all General Meetings shall be fixed by the Executive and at least five (5) clear days public notice shall be given."

Moved: Chair
Seconded: Sage V.

Motion 11/2015

"THAT section 12.1 e) of the Albany Student's Association constitution be changed from:

"The Executive may delegate its powers and duties thereof to any committee it appoints."

To:

"The Executive may delegate its powers and duties thereof to any committee or ASA office staff member it appoints."

Moved: Chair
Seconded: Sue W.

Motion 12/2015

"THAT section 12.1 of the Albany Student's Association constitution be amended to include section 12.1 g):

"The Executive shall uphold the responsibility of promoting the ASA and its interests, events and scope to students and the wider community."

Moved: Chair
Seconded: Ally B.

Motion 13/2015

"THAT section 12.2 a) of the Albany Student's Association constitution be changed from:

- "a) *The Albany Students' Executive Committee shall consist of the following elected positions:*
- i) President;*
 - ii) Social Vice-President;*
 - iii) Education Vice-;*
 - iv) Administration Vice-President*
 - v) Academic representative (5) from each of the University Colleges (Science, Humanities, Business, Creative Arts, Health)*
 - vi) Post-Graduate Students' Representative;*
 - vii) International Students' Representative;*
 - viii) Recreation and Clubs Representative; and*
 - ix) Welfare Representatives (2).*
 - x) Mature Students Representative;*
 - xi) Each elected representative listed in section 12.2 subsections ii) through x) may at their own discretion elect to co-opt into their position up to but not exceeding one (1) member, as long as it is passed with a majority vote at an executive meeting.*
 - xii) The Executive may co-opt up to but not exceeding ten (10) members, into any position excluding those listed in section 12.2 subsections i). Each individual representative shall retain the right to overrule the executive's ability to co-opt should the decision be made in regards to their position. One (1) co-opted position each must be reserved for the Te Waka O Nga Akonga Maori President and a nominated representative for pasifika students unless the positions is refused once offered."*

To:

- "a) *The Albany Students' Executive Committee shall consist of the following elected positions:*
- i) President;*
 - ii) Social Vice-President;*
 - iii) Administration Vice-President;*
 - iv) General Executive (4);*

Moved: Chair
Seconded: Ally B.

Motion 14/2015

"THAT section 12.3 a) of the Albany Student's Association constitution be removed."

Moved: Chair
Seconded: Sue W.

Motion 15/2015

"THAT section 12.3 b) of the Albany Student's Association constitution be changed from:

"Members may not stand for or fulfil multiple representative roles on the Albany Students' Executive Committee."

To:

"Members may not hold office for more than one representative role on the Executive Committee. However, a General Executive may be offered a Vice-President position in the event of a vacancy, specified in 12.7(a)."

Moved: Chair
Seconded: Ally B.

Motion 16/2015

"THAT section 12.4 b) i) of the Albany Student's Association constitution be changed from:

"A quorum at any such meeting shall contain no fewer than five (5) such positions."

To:

"A quorum at any such meeting shall contain no fewer than four (4) such positions."

Moved: Chair
Seconded: Keagan L.

Motion 17/2015

"THAT section 12.5 e) of the Albany Student's Association constitution be changed from:

"At each meeting of the Executive, greater than half the total number of members of the Executive shall constitute a quorum up to a maximum of 10 Executive members. One of these is to be the Association President or a Vice President"

To:

"At each meeting of the Executive, greater than half the total number of members of the Executive shall constitute a quorum. One of these is to be the Association President or a Vice President."

Moved: Chair
Seconded: Scott W.

Motion 18/2015

"THAT section 12.5 h) of the Albany Student's Association constitution be changed from:

"At any executive meeting, any executive member may be dismissed from the executive, on a majority vote from the executive during the meeting, if malicious intent is seen from the above mentioned executive member against the Albany Students Association Inc or its members at any time."

To:

"The Executive committee reserves the right to dismiss an Executive member from their role via a majority vote in a scheduled meeting following significant observed misconduct, negligence, dishonesty or failure to carry out the required participation of the role of the executive member in question. A meeting where such a dismissal takes place will:

- i) Strictly adhere to schedule 3 (Meeting procedure)*
- ii) Be carried out according to the best interest of the ASA*
- iii) Comprise of the whole Executive, not including the individual in question, whose vote does not count.*

Moved: Chair
Seconded: Sue W.

Motion 19/2015

"THAT section 12.6 b) ii) of the Albany Student's Association constitution be changed from:

"Is absent from Executive meetings without apology or explanation for more than four (4) weeks during a semester."

To:

"Is absent from at least two (2) consecutive Executive meetings without apology or explanation;"

Moved: Chair
Seconded: Hayden W.

Motion 20/2015

"THAT section 12.6 of the Albany Student's Association constitution be amended to include section 12.6 d):

"Displays conduct observed as malicious or dishonest, and has been dismissed as per 12.5 (h)."

Moved: Chair
Seconded: Keagan L.

Motion 21/2015

"THAT section 12.7 of the Albany Student's Association constitution be changed from:

"When a vacancy arises on the Executive:

- a) Before half the term of office has expired, a special by-election shall be held within fifteen (15) clear days of the vacancy for that position.*
- b) In the period between the conclusion of one (1) academic year and the commencement of the next, the special election shall be held within fifteen (15) clear days of the beginning of the first semester of the following year."*

To:

"When a vacancy arises on the Executive:

- a) If the vacancy has arisen within the first half of the term of office, the position first must be offered to the candidate from the previous election with the most votes for their respective position, and to every candidate thereafter should the candidate not accept.*
- b) Should the vacancy not be filled under the provision of 12.7 (a), or if the vacancy arises more than halfway through the term of office, a special by-election shall be held within fifteen (15) clear days of the vacancy for that position. If the vacancy has arisen in the period between the conclusion of one (1) academic year and the commencement of the next, the special election shall be held within fifteen (15) clear days of the beginning of the first semester of the following year."*

And THAT section 12.8 of the Albany Student's Association constitution be removed

And THAT section 12.9 of the Albany Student's Association constitution be removed

And THAT section 12.10 of the Albany Student's Association constitution be removed"

Moved: Chair
Seconded: Sage V.

Motion 22/2015

"THAT section 12.12 of the Albany Student's Association constitution be changed from:

"Payment of the following terms' Executive positions shall be set at a General Meeting or at a later Executive Meeting as laid out in Schedule 1 (Executive);"

To:

"Payment of the following terms' Executive positions shall be set at a General Meeting."

Moved: Chair
Seconded: Akshay N.

Motion 23/2015

"THAT section 14.1 of the Albany Student's Association constitution be changed from:

"Any Society or Club in the University having no fewer than fifteen (15) students may, subject to the approval of the Executive, become affiliated to the Association."

To:

"Any Society or Club in the University having no fewer than seven (7) students may, subject to the approval of the Executive, become affiliated to the Association."

Moved: Chair
Seconded: Natasha B.

Motion 24/2015

"THAT section 14.3 of the Albany Student's Association constitution be changed from:

"The Constitution for any Society or Club shall, as far as practicable, follow the provisions of the Association's policy "Model Constitution for Affiliated Bodies."

To:

"The Constitution for any Society or Club shall, as far as practicable, follow the provisions of the Association's policy "Massey University Clubs Constitution."

Moved: Chair
Seconded: Sue W.

Motion 25/2015

"THAT section 14.4 of the Albany Student's Association constitution be changed from:

"Any Society or Club whose annual membership drops below seven (7) students or whose actions are considered to bring either the Association or University into disrepute shall be automatically disaffiliated from the Association at the discretion of the Executive."

To:

Any Society or Club whose annual membership drops below fifteen (15) students or whose actions are considered to bring either the Association or University into disrepute shall be automatically disaffiliated from the Association at the discretion of the Executive."

Moved: Chair
Seconded: Keagan L.

Motion 26/2015

"THAT section 14.5 of the Albany Student's Association constitution be changed from:

"Only Societies or Clubs currently affiliated to the Association may be eligible for club grants, subject to the approval of the Albany Club Grants Sub-Committee."

To:

"Only Societies or Clubs currently affiliated to the Association having at least ten (10) members may be eligible for club grants, subject to the approval of the Massey University Clubs, Societies and Cultural Groups Committee."

Moved: Chair
Seconded: Akshay N.

Motion 27/2015

"THAT section 14.7 of the Albany Student's Association constitution be changed from:

"Club financial signing authorities shall be students or staff of the University."

To:

"Club financial signing authorities shall be students, staff of the University or office staff of the ASA."

Moved: Chair
Seconded: Hayden W.

Motion 28/2015

"THAT section 2.14 a) vi) of Schedule 1 of the Albany Student's Association constitution be changed from:

"Be responsible through the General Manager for employment matters."

To:

"Be responsible through the Office Manager for employment matters"

Moved: Chair
Seconded: Scott W.

Motion 29/2015

"THAT section 2.14 a) of Schedule 1 of the Albany Student's Association constitution be changed to reflect the new executive structure.

Moved: Chair
Seconded: Sue W.

Motion 30/2015

"THAT section 2.14 b) of Schedule 1 of the Albany Student's Association constitution be changed to reflect the new executive structure.

Moved: Chair
Seconded: Scott W.

Motion 31/2015

"THAT section 2.14 c) of Schedule 1 of the Albany Student's Association constitution be changed to reflect the new executive structure.

Moved: Chair
Seconded: Keagan L.

Motion 32/2015

"THAT section 1.1 of Schedule 2 of the Albany Student's Association constitution be changed from:

"Annual election of the Executive of the Association and all polls are to be secret ballot in which any member of the Association can vote."

To:

"Any member of the Albany Students' Association may vote for the Executive of the Association"

Moved: Chair
Seconded: Cecilia C.

Motion 33/2015

"THAT section 2.1 of Schedule 2 of the Albany Student's Association constitution be changed from:

"The Office Manager shall appoint a Returning Officer."

To:

"The Office Manager shall appoint a Returning Officer, who must be a senior member of the Massey University administration to act in the capacity of Returning Officer for the ASA."

Moved: Chair
Seconded: Scott W.

Motion 34/2015

"THAT section 2.4 of Schedule 2 of the Albany Student's Association constitution be changed from:

"Shall advise candidates that no form of personal electioneering shall take place on the days of polling and that personal campaign spending is limited to an amount decided by the Executive. Responsibility for removing personal publicity lies with the candidate. Failure to comply with any of the terms of conduct as defined in the Election Schedule may, at the sole discretion of the Returning, result in disqualification of the nomination, candidate or campaign."

To:

"Shall advise candidates that no form of personal electioneering shall take place on the days of polling and that personal campaign spending is limited to an amount decided by the Executive. Responsibility for removing personal publicity lies with the candidate. Failure to comply with any of the terms of conduct as defined in the Election Schedule may, at the joint discretion of the Returning Officer and Office Manager, result in disqualification of the nomination, candidate or campaign."

Moved: Chair
Seconded: Keagan L.

Motion 35/2015

"THAT section 3.1 of Schedule 2 of the Albany Student's Association constitution be changed from:

"Any member of the Association, either FULL or FREE."

To:

"Any member of the Association"

Moved: Chair
Seconded: Hayden W.

Motion 36/2015

"THAT section 3.2 of Schedule 2 of the Albany Student's Association constitution be changed from:

"Any eligible student who wishes to vote, but is not a member of the Association, may sign up as either a FULL or FREE member at the time of voting."

To:

"Any Massey Albany student who wishes to vote, but is not a member of the Association, may sign up as a member at the time of voting to gain voting eligibility."

Moved: Chair
Seconded: Natasha N.

Motion 37/2015

"THAT section 4.3 of Schedule 2 of the Albany Student's Association constitution be changed from:

"Any campaign for the option of "No Confidence" must be registered with the Returning Officer by an individual identifiable as coordinating the campaign, and who shall be subject to the same rules, regulations and actions as any other candidate."

To:

"Members may also launch a "No Confidence" campaign to gain votes against another candidate. "No Confidence" campaigns shall be subject to the same rules, regulations and actions as any other candidate, and must be registered with the Returning Officer."

Moved: Chair
Seconded: Sage V.

Motion 38/2015

"THAT section 4.5 of Schedule 2 of the Albany Student's Association constitution be changed from:

"Voting for the Executive shall take place on five (5) consecutive days between the period Friday 4 p.m. and the following Wednesday 4 p.m. Voting will occur as a mixture of paper and electronic ballot."

To:

"Voting for the Executive shall take place on five (5) consecutive days between the period Friday 4 p.m. and the following Wednesday 4 p.m. Voting will usually be electronically only."

Moved: Chair
Seconded: Hayden W.

Motion 39/2015

"THAT section 4.6 of Schedule 2 of the Albany Student's Association constitution be removed."

Moved: Chair
Seconded: Sue W.

Motion 40/2015

"THAT section 5.1 a) of Schedule 2 of the Albany Student's Association constitution be removed."

Moved: Chair
Seconded: Brooke N.

Motion 41/2015

"THAT section 7.1 of Schedule 2 of the Albany Student's Association constitution be changed from:

"All candidates are responsible for removal of their personal campaign publicity material before 5.00 p.m. on the last day of campaigning and for notifying the Returning Officer in writing that to the best of their knowledge this has occurred."

To:

"All candidates are responsible for removal of their personal campaign publicity material before 5.00 p.m. on the last day of campaigning and for notifying the Returning Officer in writing that to the best of their knowledge this has occurred. Candidates must sign a provided form to the Office Manager that confirms this."

Moved: Chair
Seconded: Sue W.

Motion 42/2015

"THAT section 8.1 of Schedule 2 of the Albany Student's Association constitution be changed from:

"When polling closes the Returning Officer and deputies shall count the votes, discounting all invalid votes. The Returning Officer shall decide whether a vote is invalid."

To:

"When polling closes, the votes will be validated against the roll of enrolled Albany internal students at Massey University. The Returning Officer shall decide whether a vote is valid."

Moved: Chair
Seconded: Hayden W.

Motion 43/2015

"THAT section 8.3 of Schedule 2 of the Albany Student's Association constitution be changed from:

"Immediately after the votes have been counted the Returning Officer shall notify all candidates and send a written declaration of the results to a selected Vice-President of the Association who shall post this on the Association's Notice Board."

To:

"Immediately after the votes have been counted the Office Manager shall notify all candidates, and will send a joint written declaration signed by the Office Manager and Returning Officer of the results to a selected Vice-President of the Association who shall authorise the results to be posted on the Association's website."

Moved: Chair
Seconded: Scott W.

Motion 44/2015

"THAT section 8.4 of Schedule 2 of the Albany Student's Association constitution be changed from:

"The voting papers or other voting related media must be retained for seven (7) clear days."

To:

"The voting records or other voting related media must be retained for seven (7) clear days."

Moved: Chair
Seconded: Mike H.

Motion 45/2015

"THAT the honoraria for the 2016 Albany Students' Association executive is set at:

\$10,000 maximum for the President position
\$5,000 maximum for a Vice-President position
\$2000 maximum for a General Executive position "

Moved: Chair
Seconded: Sue W.

Motion 46/2015

"THAT due to an error in the Constitution and the honoraria for 2015 not being set at the 2014 AGM. The 2015 Executive will be paid up to the amount in the budget passed at the 2015 SGM through clause 12.13b of the Albany Students' Association constitution. "

Moved: Chair
Seconded: Sue W.

9. Late Items or Motions

None.

**Meeting closed at
12:56pm**