
**MUSIC EDUCATION NEW ZEALAND /
AOTEAROA (MENZA)
Agenda and AGM minutes
10 June 2017**



MUSIC EDUCATION
NEW ZEALAND•AOTEAROA
Mātauranga a Pūoro o Aotearoa

AGENDA

MUSIC EDUCATION NEW ZEALAND / AOTEAROA (MENZA)

**FOR THE ANNUAL GENERAL MEETING TO BE HELD ON 10 JUNE 2017,
COMMENCING AT 3:00PM**

AT HOLY CROSS SCHOOL, MIRAMAR, WELLINGTON

- Opening remarks/Welcome
- Apologies
- Minutes of previous AGM
- Matters arising from the Minutes
- Presentation of Chair's Annual Report
- Adoption of Annual Report
- Presentation of Regional Report
- Presentation of Administration Report
- Presentation of Accounts
- Adoption of Accounts
- Appointment of Auditors/Independent Examiner
- Election of Board Members
- Any Other Competent Business

**MINUTES OF AN ANNUAL MEETING OF
MENZA
HELD ON 18 SEPTEMBER 2016 AT 3:00 pm
AT HOLY CROSS SCHOOL, MIRAMAR, WELLINGTON**

1. Welcome

MENZA Chair Tim Carson opened the AGM by inviting attendees to stand and sing the MENZA waiata “Hutia te rito” by Hirini Melbourne. He then extended a warm welcome to all in attendance.

2. Present

Tim Carson, Celia Stewart, Tim Randle, Selena Bercic, Phil Pegler, Judith Bell, Martin Emo, Chris Moore, Abby Sisam, Jaroslav Novak, Linda Webb, Mary Horner, Helen Willberg, Jane Coles, Makaira Waugh, Megan Brownlie.

3. Apologies

Amy Ryan, Ruth Buchanan, Catherine Short, Sally Bodkin-Allen, Lynette Leggett, Andrew Stopps, Robert Legg.

It was resolved to accept the apologies. Moved by Tim Carson.

4. Minutes of the previous Annual General Meeting

4.1 It was resolved to accept the minutes of the previous Annual General Meeting held on Sunday 18 September 2016, at Dilworth Junior Campus, Remuera, Auckland. Moved by Tim Carson. All in favour.

5. Matters Arising from Minutes of the Previous Meeting

5.1 There were no matters arising from the Minutes of the Previous Meeting.

6. Chairman’s Report

6.1 Tim Carson presented the Chairman’s Report as tabled.

6.2 Tim thanked the board for their ongoing commitment to support fellow music educators, despite their busy working lives. He reflected on the board’s achievements, including website improvements lead by board member Andrew Stopps, who has created a more modern and mobile friendly format, and *Tune Me In* magazine, which has moved from strength to strength under Sally Bodkin-Allen’s editorship and will continue to develop under the helm of new editor Amy Ryan. Tim congratulated Helen Willberg and Linda Webb on their QSM and MNZM honours respectively, and acknowledged the work behind the scenes of all those involved in making the nominations successful. Tim discussed the valuable PD

opportunities delivered around the country, and how MENZA is working hard to build strong relationships to support the regional music education associations. He noted that different regions have different structures, with some remaining very independent, while others rely on the support we are happy to provide. Tim thanked Celia Stewart, Andrew Stopps and Selena Bercic for their work on the upcoming MENZA / TRCC conference. He offered thanks to the MENZA advocacy subcommittee, who are working on an advocacy plan for the primary sector in light of the latest NMSSA findings, and to Judith Bell and Linda Webb for representing MENZA on an international stage at the ISME conference in Glasgow. Tim spoke of MENZA's work with IRMT to create a TER programme for music teachers and is delighted there is now an affordable, relevant and manageable pathway for IMTs to regain their teacher registration. He looks forward to working with the IRMT in further advocacy work and combined lobbying in the future. Finally, Tim thanked outgoing board members Georgie Watts and Robert Legg, and offered his sincere thanks to Tim Randle, Selena Bercic, Phil Pegler, Judith Bell, Martin Emo, Chris Moore Andrew Stopps and Amy Ryan for their ongoing commitment and hard work on behalf of all music educators across the country, and to Abby Sisam for providing administrative support to the board and members.

6.5 It was resolved to accept the Chairman's Report as presented in the Annual Report. Moved by Tim Carson, All in favour

6.5 Celia Stewart moved to thank the current chair for all his work in bringing together and leading the organization. Seconded by Tim Randle.

7. Regional Reports

7.1 Auckland report by Tim Randle as tabled
Tim Randle thanked Tim Carson for the invaluable contribution he made to music education PLD in the Auckland region.

7.2 Wellington report by Phil Pegler as tabled
WURM and WOF festivals: There has been a lot of staff changes in Wellington's music education sector, which has meant that while some schools are no longer participating in these events, other schools have joined and numbers have remained the same. We are pleased to have new schools on board, but disappointed on the behalf of pupils at schools who are no longer attending. Secondary teachers are still meeting each term at a different school and it remains a successful opportunity for teachers to network and share ideas.

7.3 Nelson / Tasman report by Martin Emo at tabled.

7.4 Canterbury report by Judith Bell as tabled

7.5 Southland report by Sally Bodkin-Allen as tabled.

7.6 Northland report by Selena Bercic as tabled.

7.7 Otago report by Ruth Buchanan as tabled.

7.8 Waikato report

Millie Locke has taken over as chairperson, there has been discussion on whether Music Education Waikato disbands and refers members to national level membership only. MENZA has reaffirmed its commitment to supporting MEW in any way they can in order to keep the organisation in operation, including PD event registration and promotion support, and additional administrative assistance. MEW will be continuing as an organisation at this stage.

7.9 Hawke's Bay report

HBSME held a fantastic MENZA PD Day in August with support from local ECE, primary and secondary teachers with attendees travelling from as far afield as Taupo. The presenters were: Celia Stewart, who facilitated practical workshops for primary and ECE teachers; Helen Beech, who presented a Sibelius workshop and a free online music software workshop; and Rinie Coppelmans, who presented a hands-on African drumming workshop.

Two of HBSME's long-standing and tireless professionals, Ngaire Shand and Kate Holden are continuing their successful work with providing primary students in low decile areas access to tuition on violin and cello through the Orokohanga Trust.

In September, HBSME hosted a Susan West Music Outreach Workshop, which was open to everyone in the community to learn new songs and ways of connecting with each other through music.

The Ukulele Festival, held on 18 November, was a great success, with hundreds of students participating in this much-loved event.

7.10 It was resolved to table the regional reports. Moved by Tim Carson. All in favour.

8. Administrator's report.

8.1 Report compiled by Abby Sisam, as tabled.

It was resolved to accept the administrative report. Moved by Tim Carson seconded by Celia Stewart.

Celia Stewart moved a vote of thanks for the support Abby provides behind the scenes, providing a valuable contribution to the successful management of MENZA. Seconded by Tim Carson.

9. Audited Accounts

It was resolved to accept the audited accounts as tabled for the year ended 31 March 2017. Moved by Tim Carson, seconded by Celia Stewart.

10. Appointment of Auditor

10.1 It was resolved to appoint Integrity Audits as auditor for the 2018 financial year. Moved by Tim Carson, seconded by Celia Stewart.

11. Election of Management Committee/Office Bearers

11.4 Nominations for the Board

- Selena Bercic. Moved by Moved by Tim Carson, seconded by Tim Randle. All in favour.
- Amy Ryan. Moved by Moved by Tim Carson, seconded by Tim Randle. All in favour.
- Judith Bell. Moved by Tim Carson seconded by Celia Stewart. All in favour.

Selena Bercic, Amy Ryan and Judith Bell were appointed to the board.

12. General Business

12.1 Website report

As mentioned in the Chair's report, Andrew Stopps has put in many hours of work improving the website, creating a modern, mobile friendly website that will continue to develop for the benefit of members.

12.2 Tune Me In report, as tabled

It was noted that ISME is no longer mentioned on the back of the magazine. It was also suggested that subcommittees could be recognised with the magazine to help draw attention to the advocacy work MENZA does.

It was resolved to accept the and Tune Me In report. Moved by Tim C, seconded by Celia Stewart.

It was moved to thank Sally Bodkin-Allen for her work on the magazine as the editor, and to Amy Ryan for taking on this challenging role. Moved by Celia Stewart, seconded by Tim Carson.

ACTION: Including ISME on back page of Tune Me In

ACTION: Include sub committees and ISME representative under the board member listings.

12.3 Makaira has had some funding from ONZA to create a sound garden. It will be part of the conference. Research and observation would be key. Really exciting project for us to get in behind.

13. Meeting Closed

The meeting closed at 4:27.

Signed by the Chairperson of the meeting as a true record of the meeting.

[Insert Chairperson's name]

Date [Insert date signed]