



Otago Branch

Minutes of Committee Meeting Thursday 4 June 2020 at 12.30pm noon at 44 Franklin Street, Dalmore Dunedin

Present:	Joanna van Turnhout, Steve Young, Deb Connor, Robyn Bennett, Rolien Ham-Thomas
1.0 Welcome:	Joanna welcomed everyone to the meeting and thanked Steve for hosting..
2.0 Apologies:	Ros Murrell, Brian Ballantyne,
Chair:	Joanna van Turnhout
Minute Taker:	Deb Connor
3.0 Minutes from last meeting: 23/1/20	Circulated and accepted as read Moved: Robyn Seconded: Steve
Agenda Items:	
4.0 Matters arising	David is no longer at Mainland Poultry. Will try to make contact on other email addresses or through linked in (Robyn). Robyn reported Toronto Conference is now in 2021
5.0 Correspondence	29/5 email form Mari – guidance re the Interests Register 3/6 Selena – provision of membership information
6.0 Branch contacts form and Conflicts of Interest declarations	Requested by Finance and Membership Manager,. Committee checked and updated contact details. No conflicts of interest were recorded at this point in time.
7.0 Membership Information	Joanna presented some data about members from the NZISM membership database for information. Committee reviewed survey monkey questions to go to members. Feedback given and some small changes made. Joanna will make changes and send out to members for completion anonymously. Data will be collated for discussion at next Committee meeting. A month after survey will send out Code of Conduct to members (don't want to bombard them with info all at once.

	<p>Question around correspondence that goes to new members and expired members. Expired members received a final reminder last week but no further correspondence will be sent out.</p> <p>Discussed calling expired/ing members. Joanna provided list and names allocated for a call.</p>
8.0 2020 Organisation	<p>CPD over next 12 months?</p> <p>Local guest speakers? – if hear of great speaker let them know</p> <p>National webinars have been well attended.</p> <p>Anything that comes out of survey feedback to CPD committee with topics of interest.</p> <p>Steve – Pathways report in progress – can potentially present on that when completed.</p>
9.0 General Business	<p>Talk about Budget at next meeting</p> <p>Still have Doug Kamo credit – consider doing something with another group and MC could be our contribution?</p> <p>Joanna has touched base with Michelle form Invercargill branch.</p> <p>Next meeting in a month</p>
	Meeting closed at 1.45pm

Actions

Robyn, Deb, Joanna – calls to expired members

Robyn – contact David

Joanna – Finalise survey and make live.