

**25th Annual General Meeting of the  
INSTITUTION OF FIRE ENGINEERS AUCKLAND GROUP  
Remuera Fire Station 1900 Hrs 11th August 2015**

<b>Item</b>	<b>Detail</b>	<b>Person Responsible</b>
1	<b>Attendance and Apologies</b>	
1.1	Meeting opened by Marcel Sanders at 1915 hrs. In attendance: Jeremy Gibbons, Rochelle Martin, Shannon Fraser, Dave Midgen, John Booth, Michael Clifford, Ed Claridge, Mike Candy, Jack Maddox, Marcel Sanders, Mark Shaw, Dave Carroll	Sanders
1.2	Apologies: Grant Gillan, Steve Robinson, Barry Fox, Murray Binning	Shaw
2	<b>Minutes of previous meeting.</b>	
2.1	Moved to accept minutes of previous meeting as true and accurate record: <b>Claridge/Candy Carried unanimously.</b>	Shaw
3	<b>Matters arising</b>	
3.1	Suggestion from previous meeting to update constitution to align with Branch and other groups. Previous constitution had never been lodged with IFE UK. Sanders highlights Proposed constitution and current constitution have only minor differences. Proposal to Adopt new constitution. <b>Sanders/Gibbons Unanimous</b> <a href="#">See attached document</a>	Sanders
3.2	Discussion on how to manage and audit current funds. Sanders proposes review each year as to how funds are used. Booth suggests sending constitution back to Branch to clear up how money can be managed. Dave Midgen points out that petty cash does not need IRD approval.	Clifford
3.3	Maddox points out there is no wind up clause in new constitution. Booth questions what will happen to assets if group closes.	
4	<b>Chairman's Report</b>	
4.1	<a href="#">See attached file</a>	Sanders
5	<b>Financial Statements</b>	
5.1	Treasurer reports healthy financial position. No expenditure since previous AGM. <a href="#">See attached File</a>	Candy
5.2	Sanders reiterates group no longer need payments from members as money will come from NZ Branch. Candy reports Payments from Auckland Group members ceased May 1	Candy

6	<b>Auckland group Election results</b>	
6.1	Chairman: Marcel Sanders, Vice Chairman: Jeremy Gibbons, Secretary/Treasurer Michael Clifford, Committee: Roger Callister, Dave Woon, Rochelle Martin, Mark Shaw, Mike Candy, Ed Claridge, Jack Maddox	Clifford
7	<b>Exams</b>	
7.1	Claridge reported 9 candidates from Auckland sat exams in 2015 with a 67% pass rate. This is above the national average. Thanks to Jack for his efforts.	Claridge
7.2	Around 100 people have applied for cross credit from Station Officer qualification which may have reduced exam attendance.	Claridge
8	<b>Conference</b>	
8.1	Next conference is 15/16 Oct . Transforming the Fire Triangle, Design Safety and Innovation	Sanders
8.2	John Booth asked if we have approached regional manager for funding yet. Marcel to follow up.	Sanders
9	<b>General Business</b>	
9.1	Claridge discusses proposed workshop on High Rise Buildings in Auckland on Tuesday following the IFE Conference. Intended for 120 delegates. Branch council intend to fund travel and accommodation for speakers and ask can the Auckland Group fund food and beverages. Committee agree in principal to cover the refreshments however we need to meet again to vote on the maximum amount. Booth suggest a letter from the Auckland Group to Branch Council asking for assurance travel and accomodation will be covered and limiting Groups liability.	Sanders
9.2	Sanders asks, should we support members to conference. Gibbons suggests group could cover conference fee but not other expenses. Candy points out that Auckland Group fundsw should be spent in Auckland.	
9.3	Letter received from IFE International president Neil Gibbins thanking Jack Maddox for his efforts with IFE exams over 25 years. Congratulations Jack.	Shaw
9.4	Candy advises an IFE honours board is in Mr Callisters office.	Sanders
9.5	Maddox reports Group Facebook sitet not well patronised so committee agree to disestablish and look into using NZ Branch site.	Maddox
9.6	Meeting closed by Chairman at 2045. Refreshments provided.	Sanders