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|  | **Minutes of Epilepsy Waikato Charitable Trust's AGM held at St Peter's Cathedral Hall,** **51 Victoria Street, Hamilton,** **on Tuesday 14 October 2014 at 6,30pm** |

**Present:**

**Trust Board:** Chair Jill Davies; deputy chair David Lowe; treasurer Cyril Markham; trustees Faith Gibbs, Stephanie Hetaraka and Wade Limpus; secretary Ai Ee Teo.

**Epilepsy Advisor:** Maria Lowe.

**Members:** Des Hill, Neil and Cherry Wood, Willie Hetaraka, Lewis Bird, Jan Markham and Cathy Davidson.

**Apologies:**

Tim Macindoe (Patron), Marilyn Costello (accountant), Annick Janson, David and Jeanette Collins, Tom Davies, Lorna Bird and David Nicholls.

**Chairperson's Welcome**

The meeting was called to order at 6.33pm. The chairperson welcomed the attendees. She introduced the trustees and declared that there was a quorum and that the meeting could be properly constituted**.**

**Patron's message**

Trust Patron, Tim Macindoe, Member of Parliament for Hamilton West, sent his apologies as he was unable to be present. David Lowe read out the patron's message on his behalf.

**Confirmation of Minutes of previous AGM held on 8 October 2013**

The Minutes, having been previously circulated, were taken as read.

 **Moved on motion of Jill Davies/David Lowe**

 That the minutes be accepted as a true and correct record.

**Matters Arising:**

There were no matters arising.

**Chairperson's Report - Jill Davies**

The chairperson's report was circulated to the members before the meeting and taken as read.

 **Moved on motion of Jill Davies/Wade Limpus**

 That the chairperson's report be accepted.

**Financial Reports - Cyril Markham**

The treasurer explained that the trust's account has been reviewed and not audited as allowed by the Charities Commission. Income received in the year exceeded expenses by $317. Grants for the year had increased compared to the previous year. Likewise, expenditures had also increased.

 **Moved on motion of Cyril Markham/Faith Gibbs**

 That the financial statements and reports be accepted.

**Re-election of trustees**

 **Moved on motion of Jill Davies/Cathy Davidson**

 That Faith Gibbs, Wade Limpus and Ai Ee Teo, who retire by rotation, be re-elected as trustees.

**Appointment of Auditors**

 **Moved on motion of Cyril Markham / Lewis Bird**

 That Owen McLeod and Co be reappointed to review/audit the accounts of the trust for the year ending 31 March 2015.

**General Business**

a. Stephanie Hetaraka complimented the board on their skills, Maria Lowe's hardwork and networking abilities and Faith Gibbs and Cyril Markham on their visits to funders to explain the work done by EWCT.

b. Book Launch - Maria passed around a copy of the book, *Ben's Buddies,*  and informed the members that the book had been funded by ANZ Staff Foundation and Harcourts Foundation.

c. Go Car-free - Maria showed the posters which would be used to promote the campaign. To a question from Cathy Davidson, Maria explained EWCT's campaign is part of epilepsy awareness to bring awareness that some people living with epilepsy cannot drive affecting their social life. World Car-free day, on the other hand, promoted environmental reasons like reducing congestions on the road.

d. Des Hill wanted to know if those without internet connections were receiving notices of meeting. The secretary informed him that printed notices were sent by post to the members concerned.

e. Des Hill would like to see more people attending and asked if people with transport problems can be picked up to the meetings. The secretary said she would make a note to ask people who require transport and those who can provide transport, so that the two groups of people can be matched.

f. Next AGM - secretary said the next meeting should be held within 15 months and members would be notified when the date is confirmed.

**The meeting closed at 7pm.** The chair thanked those present for their attendance and invited everyone to stay around for some soup and light refreshments.