



**Minutes of the Epilepsy Waikato Charitable Trust
AGM held at the Trust Waikato building,
4 Little London Lane, Hamilton on
Tuesday 10th September 2019
at 6.30pm**

PRESENT:

TRUST BOARD:	Chairperson	David Lowe
	Deputy Chairperson	Jill Davies
	Treasurer	Emma McNeill
	Trustees	Cyril Markham, Bryce Hopkins and Faith Gibbs
EPILEPSY ADVISOR	Maria Lowe	
ADMINISTRATOR	Margaret Paine	
MEMBERS	Roma Lane, Tom Davies and John Fayerman	

1. WELCOME:

The chairperson welcomed everyone to the AGM and confirmed there was a quorum.

2. APOLOGIES:

Hon Tim Macindoe, Ingrid Turner and Jan Markham

Moved the apologies be accepted
David Lowe/Jill Davies

CARRIED

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING:

The minutes of the Epilepsy Waikato Charitable Trust AGM held on 11th September 2018, having been circulated before the meeting on the EWCT website, were taken as read and open for discussion.

Moved that the minutes of the EWCT AGM held on 11th September 2018 be accepted as a true and correct record.
Bryce Hopkins/ Jill Davies

CARRIED

4. MATTERS ARISING:

There were no matters arising

5. PATRON'S ADDRESS:

Patron, Hon Tim Macindoe gave his apologies to the meeting. His address was circulated on the website before the meeting(17th August). David read out highlights from the letter.

Tim Macindoe acknowledged and appreciated the service and commitment given to all involved in the Epilepsy Waikato Charitable Trust (EWCT). He made special mention to Maria Lowe for her outstanding dedication and professionalism and felt very proud to be involved in EWCT when she received her Hamilton Civic award. He was also delighted to be present when the EWCT board won the Team Excellence award at the Waikato Volunteer Excellence Awards.

Moved that the patron's address be accepted
David Lowe/ Cyril Markham

CARRIED

6. CHAIRPERSON'S REPORT:

The chairperson's report was circulated before the meeting on the EWCT website, and taken as read.

David gave a summary of his report and opened it to discussion and questions. In his report as chairman, David Lowe thanked the board and office holders for their commitment and service throughout the year and made special mention to Cyril Markham and Faith Gibbs receiving Life memberships awards. He thanked Maria Lowe for her hard work and listed 12 points her role encompasses. He also mentioned the petition EWCT presented to parliament and the concern EWCT has for PHARMAC changes to funding of drugs in the treatment of epilepsy. He is pleased to advise EWCT is working well and pleased with all the achievements this year.

Moved the annual 2019 report from the EWCT chairperson be adopted
David Lowe/Roma Lane

CARRIED

7. FINANCIAL REPORT:

The financial report, performance and independent reports from the auditor were circulated before the meeting on the EWCT website, and taken as read.

Moved that the financial, performance and independent reports be received
Emma McNeill/Faith Gibbs

In her report Emma said the auditors report was very satisfactory and opened it to discussion and questions.

Moved that the financial report, performance and independent reports be adopted
Emma McNeill/Roma Lane

CARRIED

8. APPOINTMENT OF AUDITORS:

David Lowe moved the motion “That Owen McLeod and Co chartered Accounts and Auditors, or a substitute approved by the trustees, be approved as auditors or reviewers of the financial accounts and service performance of EWCT for the year ending 31st March 2020”

David Lowe/Cyril Markham

CARRIED

9. GENERAL BUSINESS:

- (i) Cyril Markham wanted it recorded at the meeting that he thanked David Lowe for all his efforts and leadership as chairperson of EWCT.
- (ii) Jill Davies proposed a vote of thanks to Emma McNeill for all her efforts as treasurer despite a very busy year.

10. NEXT AGM:

David advised that the next AGM would be on or around the 8th September (ie within 6 months of the end of the financial year: 31st March 2020).

11. CLOSE OF MEETING:

The meeting closed at 6.50pm and the chairman invited those in attendance to stay for some light refreshments.