

**2019 Annual General Meeting of the
Transportation Group Canterbury / West
Coast Branch**



**MINUTES
CANTERBURY/ WEST COAST BRANCH COMMITTEE**

Date: December 5th, 2019 7:30pm

Held at: Aurecon – Level 2, Iwikau Building, 93 Cambridge tce.

Welcome

Nick Lovett as current Chair welcomes all and opens the meeting

Minutes of Last AGM

Copies of last year's AGM minutes were provided. No actions or matters arose from the minutes so they were accepted.

Chairs Report

Copies of the Chair's report were provided. Nick gave a brief overview of the years various events and initiatives, typical to previous years and generally successful.

Nick thanked Jeanette Ward for many years of service to the local branch committee, as she will be leaving the committee in 2020 to focus on efforts as Chair of the National Committee.

The Chair thanked all the committee members and partner groups for their service to the committee and acknowledged their employers for their time and use of office space for meeting rooms.

Looking forward, the National conference will be the major event of 2020, to be held in Christchurch in March 2020 and with several of the local committee members also assisting with organising the conference.

Most of the committee members will remain and the branch will continue to seek an appointee from the New Zealand Transport Agency and Abley to serve on the committee (tentatively Robert Woods and Ben Jassin). The specific roles of Chair, Vice Chair, Treasurer and Secretary will be retained next year (i.e. Nick, Amanda, Kerstin and Grace respectively).

Finances

The branch's finances were diligently prepared the Treasurer Kerstin Rupp. Again the branch underspent for the year (being around two thirds of our budget), primarily because we managed to avoid venue hire costs and were also unable to deliver an event for West Coast members.

Other business

There were no other business or matters arising so the Chair called the meeting to a close.

AGM Closed at 7:43pm