

<b>G</b>	government
<b>S</b>	superannuitants
<b>A</b>	association

# MINUTES

## Wellington Branch Committee Meeting 08 June 2016

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A meeting of the Branch Committee meeting was held at Suite 2, Level 1, Anvil House, 138 Wakefield Street, at 10.00 am on Wednesday 08 June 2016.

Present

Janice Campbell, Peter Chambers, Ian Clunies-Ross, Kevin Duggan, Graham Hill, Colin MacIntosh, Elizabeth Smaal (Chair), Mike Smith and Bryan Whisker

The Chair welcomed everyone to the meeting.

### 1 Apologies

Apologies from Kay Monks, Ray Woolhouse and Janice Campbell and Colin MacIntosh for lateness were **accepted**.

### 2 Minutes from the meeting held on 20 April 2016

**It was resolved** that the minutes of the meeting held on 20 April 2016 be **accepted** as a correct record of that meeting.

*Peter Chambers/Mike Smith*

### 3 Matters Arising

#### a) AGM

As the draft minutes had not been circulated prior to the meeting, members agreed that they would advise the Chair at a later date if they considered amendment was needed. The venue was attractive but Wilf Haskell expressed his dissatisfaction with the difficult access and the general quality and quantity of the food. He also suggested that such a meeting should provide those attending with more opportunity to raise issues that might concern them.

#### b) Tax Equity Working Group

The Chair had forwarded to the Committee the Terms of Reference for this Working Group and explained that the report would go to the Board only. The Board would consider the report and fashion whatever it considered appropriate for publication and discussion at Council in September.

#### c) Speaker for Mid Year Luncheon

Mr Brent Smith, former Parliamentary Serjeant-at-Arms, has agreed to speak at The Pines luncheon.

#### d) Smaller Social Functions

There had been no feed back from those attending the AGM regarding the suggestion that smaller social functions in local areas might have some appeal. The matter will be considered further by the Recruitment Sub Committee.

#### e) June meeting Luncheon

25 members have booked to attend this year's June luncheon which follows the June Wellington branch committee meeting.

#### 4 Membership Trends

##### a) Wellington Branch Membership Report as at 31 May 2016

Member Trends	31	31	Change	
	March 2015	May 2016		
Annuitant	2,723	2973	250	9.2%
Annuitant spouse	1,362	1528	166	12.2%
Surviving spouse	819	820	1	0.1%
Pre-annuitant	116	113	-3	-2.6%
Pre-annuitant spouse	84	83	-1	-1.2%
<b>Total</b>	<b>5,104</b>	<b>5517</b>	<b>413</b>	<b>8.1%</b>

It was noted that the increase in membership nationally of almost 2,000 in the 2 months to 31 May was most encouraging. The whole recruitment drive had been initiated by the Wellington Branch and given momentum by Bryan Whisker and Ian Clunies-Ross.

#### 5 Correspondence

Welcome letters to new members and letters of condolence have been sent out as appropriate.

#### 6 Finance

##### a) Accounts to 31 May 2016

The financial statements in the agreed format were not available. However, what figures there were, indicated a surplus of \$533 which was considered satisfactory.

##### b) Office Computer

A quote of \$2,112.55 from NEOS for the purchase of a desktop computer had been circulated to the committee. Any service agreement with NEOS and the provision of Windows 10 will be clarified with the Executive Officer.

**It was resolved** that subject to clarification regarding service and operating system, the desktop computer as quoted will be purchased for the Wellington Branch office use.

**Peter Chambers/Wilf Haskell**

##### **Action:**

*The Chair will*

- 1 liaise with the Executive Officer regarding the purchase of the computer
- 2 arrange for an asset register to be established for the Wellington Branch office.

##### c) Term Deposit

A term deposit for \$10,000 for 1 year at 3.5% had been set up in April with Kiwi Bank.

##### d) Payments

The following payments for April and May were noted and **accepted**.

Date	April 2016	Amount	Payee	Paid
20 April	National Office monthly charge	214.68	GSA National	20 April
20 April	Staff remuneration	972.60	Maggie Lee	20 April
22 April	Paye tax	227.40	IRD	22 April

22 April	Financial Reviewer	500.00	Kevin Duggan	22 April
22 April	Staff remuneration	125.00	Dallas Elvy	22 April
22 April	Committee Expenses	150.00	Bryan Whisker	22 April
	<b>TOTAL</b>	<b>2189.68</b>		

Date	May 2016	Amount	Payee	Paid
20 May	Staff remuneration	972.60	Maggie Lee	20 May
20 May	National Office monthly charge	214.68	GSA National	20 May
23 May	Computer Services	38.81	Neos	23 May
23 May	Postage- stationery	355.01	Warehouse Stationery	23 May
27 May	Paye tax	227.40	IRD	27 May
27 May	AGM luncheon	2059.00	Boulcott Golf Course	27 May
	<b>TOTAL</b>	<b>3867.50</b>		

**e) AGM Luncheon**

Income received        \$1,740.00  
Payment to venue        \$2,059.00

**f) Sponsorship**

The Secretary will make contact with Triton Hearing in order to deliver copies of the Annuity News and Wellington's newsletter to them and to ask Triton if they have advertising brochures which this branch could have available at its function. Triton will also be asked if they wish to donate \$2,000 for the coming year with advertising in the November 2016 and April 2017 newsletters.

**g) Reimbursements**

Committee members were advised that all requests for reimbursement will be managed on the 20th of the month.

**7 Council**

The GSA Council will meet on 3/4 September 2016 at Brentwood Hotel, Kilbirnie. Bulletin #32 provided key dates leading up to Council. There appeared to be no life membership nominations to be considered by the Wellington Branch. Nominations for the Board close on 29 July.

**It was resolved** that the Chair and Deputy Chair be appointed Wellington Branch delegates and Colin MacIntosh and Kay Monks Observers to Council.

*Bryan Whisker/Kevin Duggan*

**8 Board report**

The minutes of the May Board meeting had been tabled at the meeting. Janice Campbell highlighted issues from the minutes. The Tax Equity Working Group has completed its task and reported to the Board. The Board continues to give support to a GSA member in his appeal against a GSFA ruling on superable remuneration. The former Government Actuary, Geoff Rashbrooke has been asked to respond to papers prepared by Bill Robertson and Maurice Sinclair regarding the anomalies in the decision making process with regard to the 100% COLA. Maurice Sinclair's paper has been placed on the website. Jim Turner had drafted for the Board's consideration, a submission regarding proposed changes to the Act governing Incorporated Societies. He highlighted two areas of concern: the size of a quorum for Annual General Meetings and the need for organisations to establish a disputes process. Meetings

of branch Secretaries will be held in June. Bryan Whisker commented that he had contacted NZEI and PPTA with regard to contact with members and meetings to be held during 2016. Janice was thanked for her report.

## 9 Sub Committee reports

Following the AGM, it is customary to consider membership of the various sub branch committees. After discussion, the following was agreed.

<p><b>Recruitment Sub Committee</b>            Ian Clunies-Ross (Convenor)            Colin MacIntosh            Kay Monks            Mike Smith            Bryan Whisker</p>	<p><b>Finance Sub Committee</b>            Elizabeth Smaal (Convenor)            Peter Chambers            Ian Clunies-Ross            Wilf Haskell            Maggie Lee</p>
<p><b>Honours Sub Committee</b>            Elizabeth Smaal (Convenor)            Peter Chambers            Ian Clunies-Ross</p>	<p><b>Policy Sub Committee</b>            Peter Chambers (Convenor)            Ian Clunies-Ross            Kevin Duggan            Wilf Haskell            Graham Hill            Colin MacIntosh            Elizabeth Smaal</p>

### a) Recruitment

Ian Clunies-Ross reported that the sub committee had considered a process for targeting government departments regarding GSA membership. However, the Executive Officer asked that Wellington hold back as the next drive from National Office will be to pre-annuitants. At its next meeting the sub committee will consider how it might go about developing 'telephone trees' in the various suburban areas covered by the Wellington branch as a prelude to trialling smaller social functions for members. It also is working on a plan to target members of Parliament who hold marginal seats following the previous election. Ian was thanked for his report.

### b) Honours

This sub-committee has not needed to meet

### c) Policy

This sub committee has not needed to meet. The Convenor will only call a meeting if the issues cannot be resolved by email.

### d) SuperTravels

Graham Hill reported that SuperTravels would be holding its AGM on 29 June from 11 am to 2 pm at Anvil House. He noted that SuperTravels would be needing to appoint a new secretary, a 'day trip' leader and a 'longer trip' leader. Numbers for the planned Norfolk Island trip were low. The committee is considering working with Transit for longer trips. Graham was thanked for his report.

## 10 General business

### a) Next Branch Committee Meeting

The next meeting will be held on Wednesday 17 August at 10 am.

There being no further business, the meeting closed at 11.50 am.

Confirmed: \_\_\_\_\_ Date \_\_\_\_\_