



**AGENDA**

**Annual General Meeting 2014**

to be held on

**Wednesday 19 November 2014 at 4.30 pm**

**Student Union, Christchurch Polytechnic Institute of Technology (CPIT)  
130 Madras Street, Christchurch Central 8011**

1. Welcome by Chairperson
2. Members present – complete and sign Attendance Register
3. Apologies
4. Minutes of 2013 Annual General Meeting
5. Business Arising from the Minutes
6. Presentation and Adoption of Reports:
  - 6.1 Chairperson's Report
  - 6.2 Audited Financial Report for year ended 30 April 2014 – Susan Nash & Associates  
/ Financial Report to 30.10.14 – Phil Saj
  - 6.3 Journal Editor's Report
  - 6.4 Secretariat Report
  - 6.5 Membership Report
7. Correspondence
8. Election of Committee and Office Bearers
9. Any Other Business
10. Close