The meeting was opened with a karakia, led by Karen Brewer

Present:
Executive Committee:
Helen McLauchlan (Chair)
Philippa Friary
Jodi White
Karen Brewer
Annette Rotherham

Members:
Ellen Faithfull University of Auckland – NZSTA Student Representative
Suzanne Purdy University of Auckland
Clare McCann University of Auckland
Selena Donaldson University of Auckland
Sally Kedge University of Auckland
Elyse Andrews University of Canterbury - NZSTA Student Representative
Kate Cook University of Canterbury
Elizabeth Doell University of Canterbury
Emma Irvine Mid-Central DHB – Area Representative
Hazel Gray Bay of Plenty DHB
Marie Ualesi Counties Manukau DHB
Gayle Borman South Canterbury DHB
Eleanor Jackson Southland DHB
Adele Siave Canterbury DHB
Inez Saxby Canterbury DHB
Amy Oughton Canterbury DHB
Danielle Waterhouse Therapy Professionals/Canterbury DHB/Insight
Jane Musgrave Ministry of Education
Waimirirangi Andrews Ministry of Education
Rebecca Sinclair Ministry of Education
Marion Kazakos Ministry of Education
Claire Winward Ministry of Education
Jill Grieve Counties Manukau Health
Sharon Farao Counties Manukau Health
Pam Boon Private
Leisha Currie Private
Emma Nahna Talk Tree Speech and Language Therapy
Rachel Patrick Jibber Jabber Speech Therapy
Jocelyn Shaw SuretoTalk Speech Therapy
Elisa Mynen Speechie Ltd
Abby Johnston Timaru Hospital
Lynley Kerr IDEA Services
Jessamy Amm Talklink Trust
Prue Wignall  
Merivale Speech-language Therapy Clinic
J Jacqulie Annand  
Non-working
Jo de Seriere  
Life Member
Marja Steur  
Individual

In Attendance – Rosemarie Dawson, Business Professional Services Limited, Minute Secretary

Apologies were received from:

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<tr>
<th>Name</th>
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<tr>
<td>Tracy Kendall</td>
<td>Fern Jones</td>
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<td>Gillian Bell</td>
<td>Yvonne Cope</td>
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<td>Amanda Yeates-McGrail</td>
<td>Katie Gilliland</td>
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<td>Liz Fairgray</td>
<td>MaryBeth Williams</td>
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<td>Sara Moore</td>
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<td>Gina Tillard</td>
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Postal Votes: The meeting was advised that six members had lodged postal votes.

Quorum – the meeting was advised that a quorum was present.

Minutes of the previous Annual General Meeting

Resolved: that the minutes of the Annual General Meeting held on 10 April 2014 be taken as read and confirmed as a true and correct record.

Moved: Philippa Friary
Seconded: Jodi White
CARRIED

Executive Council Annual Report

President Helen McLauchlan presented the Annual Report of the Executive Council and highlighted the following points:

• Outsourcing of secretariat services during the year represented a significant change for the Association as it no longer has staff or premises. The secretariat provides significant support for the Executive Committee which means continuity and consistency for members. This had taken a lot of time in 2014 and membership support through the transition was much appreciated.
• The Wonderful conference in 2014.
• The new rules and principles of ethics had been formalised
• New guidelines for new graduates and return to practice had been finalised
• The Programme and Accreditation Committee continued its valuable work; thanks to Colette Maier for her leadership and contribution as Chair, was recorded. Anne van Bysterveldt had been appointed Chair.
• The introduction of the International Communication project was supported by celebration in Wellington and other events through the country.
• A Maori and Cultural Group had been formed, led by Karen Brewer.
• A group of six expert advisors had been established.
• CPD was formalised and an online log process established.
• While NZSTA had been liaising with other organisations within AHANZ, there was no application for Registration in the pipeline and should it progress, input from membership would be sought.
• As the Professional Standards portfolio was currently vacant, there was no plan to review the qualification approval process.
She also noted that future work of the Executive Council included:

- Review of the strategic plan;
- A review of the constitution;
- The launch of a Speech Language Therapy Ambassador Award to acknowledge the work that goes on during the year;

Resolved that the Executive Council Annual Report be received.
Moved: Helen McLauchlan
Seconded: Philippa Friary
CARRIED

Audited Financial Statements for the year ended 31 December 2014 and Auditors Report:
In speaking to the annual accounts, President Helen McLauchlan reminded members that the variance between years related to conference and non-conference years and that there had been a change to the publication of the Association’s Journal.

Resolved: that the Audited Financial Statements for the year ended 31 December 2014 and the Auditors Report be adopted.
Moved: Helen McLauchlan
Seconded: Karen Brewer
CARRIED

Honoraria
The meeting noted that the Executive Council’s honoraria for 2015-16 would remain unchanged from that set at the 2012 AGM - $1,500 – President and $1,000 – EC Member (Gross).

Annual Membership Fees 2016
President Helen McLauchlan outlined the strategic direction required for the Association to be sustainable and the Executive Council’s recommendation that the annual membership fee for 2016 be increased by 15% to adequately fund the work required. She advised that no fee increase, other than general CPI, had been applied for a number of years and that a number of member benefits, as expected of a professional Association had been delivered.

The meeting discussed the proposal and thanked the Executive Council for the work done.

The risk of a reduction in membership if subscriptions were increased was noted. Concern was expressed about the number of SLT, employed by the Ministry of Education who were not members.

Helen McLauchlan advised that the EC was reviewing the level of subscription for non-working members.

Resolved: that the Annual Membership fees for 2016 be increased by 15%
Moved: Helen McLauchlan
Seconded: Jodi White
Following a show-of-hands vote, the motion was CARRIED

It was noted that the subscriptions would therefore be (all including GST):
Full and Associate Members – Full Time (≥26 hours per week) $463.45
Full and Associate Members – Part Time (≤ 26 hours per week) $323.15
Non Working Member $308.20
Retired Member $115.00
Student Member $47.15

Election of Officers to the Executive Council
The meeting was advised that one nomination had been received for the positions of President and Professional Standards convenor:
President Philippa Friary
Professional Standards Anna Miles
They were declared duly elected.

Two nominations had been received for the position of Professional Development Convenor from Danielle Waterhouse and Claire Winward.
Following an election ballot, Claire Winward was declared elected.

Alterations to the Constitution
Helen McLauchlan presented the proposal to alter the constitution to provide for three new subcategories of membership. This change has been as a result of the development of a framework for New Graduate members; recognition that some speech-language therapists who do not require dysphagia education or experience for their employment and who are currently only eligible for Provisional Membership and to provide for members to return to practice who have not been able to accumulate 1,000 hours of speech-language therapy practice within 5 years immediately prior to application for membership.

During discussion, it was noted that current Full members, at the time of membership renewal, who were not dysphagia trained could self-select to change category if they wished; the change had been brought about principally because members who were professionally competent in all other aspects were unable to meet the criteria for Full Membership and whose membership classification was not recognised internationally.

Suzanne Purdy’s question as to whether the organisation was at risk of implying that all ‘Full Members’ were dysphasia trained by using the term Full Member -not dysphasia trained was noted.

Resolved: that Rule 6.1 Full Members be amended to read:

The following persons are eligible to be or to become Full Members of the NZSTA:

Every speech-language therapists currently engaged in the activities of the speech-language therapy as a practitioner, administrator, manager, educator, researcher, or any combination thereof, and:

(a) Every speech-language therapist trained in New Zealand with a Teacher’s Certificate endorsed with qualifications in speech-language therapy, or with a Diploma in Speech Language Therapy awarded prior to 1993;
(b) Every speech-language therapist holding a Bachelor of Speech and Language Therapy awarded by the University of Canterbury, New Zealand prior to January 2004;
(c) Every speech-language therapists holding a Bachelor of Speech-language Therapy or an equivalent Bachelors or Masters degree from an NZSTA accredited programme;
(d) Every speech-language therapist of recognised training whose qualifications are approved
by the NZSTA;

6.1.1 Full Members (New Graduate)

Every new graduate or newly qualified speech-language therapist; holding a Bachelor of Speech-Language Therapy or an equivalent Bachelors or Masters degree from an NZSTA accredited programme or of recognised training whose qualifications are approved by the NZSTA, currently engaged in their first one/two years (full-time equivalent) activities of speech-language therapy as a practitioner, administrator, manager, educator, researcher, or any combination thereof.

Full Members (New Graduate) must complete the New Graduate Framework: NZSTA New Graduate Framework; A Guide for New Graduate Members, their Supervisors and Managers.

6.1.2 Full Members (not dysphagia trained)

Every speech-language therapists of recognised training whose qualifications did not include dysphagia education, but are approved by the NZSTA.

6.1.3 Full Members (Return to Practice)

Every speech-language therapist of recognised training who has not accumulated 1000 hours of speech-language therapy practice within 5 years immediately prior to the application for membership and who intend to return to speech-language therapy practice and who are approved by the NZSTA

Moved: Sally Kedge
Seconded Elisa Myren
Following a show-of-hands vote, the motion was CARRIED

Resolved that Rule 6.6 – Provisional Member Category – be removed from the Constitution
Moved: Helen McLauchlan
Seconded Philippa Friary
Following a show-of-hands vote, the motion was CARRIED

Area Representatives
Jodi White reported that Libby Coates (nee French) – Wellington and Margaret Gaudelius – Otago/Southland had stood down as Area Representatives.

The meeting noted that the follow Area Representatives had been elected:
Fern Jones Auckland
Claire-Ellen Roberts Wellington / Nelson
Eleanor Jackson and Sharon Collins Otago / Southland
And that
Hazel Gray Waikato / BoP
Megan Chinnery Canterbury
Emma Irvine Central
Continued in their first or second term of office.
Resolved that the changes made to the NZSTA Representatives be noted.
Moved Jodi White
Seconded Annette Rotherham
The motion was CARRIED

General Business
Rules and Principles of Ethics
Helen McLachlan thanked the Working Party, comprising Heather Drysdale, Kelly Bohot, Turid Peters, Clare McCann, Suzanne Purdy, Robyn Gibson and Dean Sutherland for the work that had been undertaken to review the Association’s code of ethics and processes for making an ethical complaint. As a result of the work, NSTA’s Principles and Rules of Ethics, together with the Ethical Complaints Process Chart had been produced. Members were reminded that as a member, all have agreed to the Code. It was noted that the final part of this process was the operationalising of the complaints process.

New Graduate Member Framework
Philippa Friary reported on the work of the Provisional Membership (New Graduate) Framework Review and Recommendation Working Party which has produced the New Graduate Member Framework – a Guide for transition to Full Membership of NZSTA. It was noted that the Framework involved the completion of a Learning Plan and Portfolio of evidence together with appropriate supervision. The detail would be available on the website and presented to members via Area Representative Meetings.

Return to Practice Member Framework
Jodi White reported on the work undertaken to develop the Guide for transition to Full Membership of NZSTA for those who wished to re-enter the profession following time-out. It was noted that this had arisen as there was a lack of clarity around the process required for these people. Continuing Professional Development, Supervised practice and a sign-off of competency were required to be completed. Details would be available on the Association’s website.

Awards presentation
The following Awards were presented:

Research Excellence Award
Molly Kallesen

Professor Sir Donald Beaven Memorial Award
Sarah Davies

Clinical Field Supervisor Award
Claire-Ellen Roberts

Funding Grants
Jane Musgrave
Janelle Irvine

Student Achievement Award
Dhruti Morar (University of Auckland)
Ruth Price (University of Canterbury)
Ruth Pologa (Massey University)

Thanks
The meeting joined the Executive Council in thanking Helen McLachlan for her term of office as President with acclamation.

The meeting closed at 7.09pm with a karakia led by Karen Brewer.