



Presbyterian Support
South Canterbury

98th ANNUAL GENERAL MEETING

The minutes of the Annual General Meeting of Presbyterian Support South Canterbury Incorporated, held at Family Works, Campbell Cleland Centre, 26 North Street, Timaru, on Thursday 20th October 2016 at 7:15 p.m.

PRESENT:

Mr J Pearce (Chair), and some 59 members of the Board, staff, volunteers, donors and friends.

WELCOME:

Mr Pearce welcomed all those present and thanked Family Works staff for hosting the meeting.

CONSTITUTION:

The meeting was constituted by the Reverend Alan Cummins.

APOLOGIES:

Apologies were received and sustained from some 31 members, staff and friends.

MINUTES:

The minutes of the 97th Annual General Meeting held on Thursday 22nd October 2015 having been distributed were taken as read and confirmed. E Powell/W Smith

MATTERS ARISING:

There were no matters arising.

CHAIRMAN'S REPORT:

Mr Pearce presented the 98th Annual Report for PSSC focusing on the support provided to people in our community.

With the 100th anniversary approaching fast, the Board is mindful of the need to provide relevant and sustainable services in a continually changing environment. The Board was pleased with the way the year had gone and the opportunities that were ahead.

The Chair then talked to the client stories and information contained in the Support Report Calendar for 2017.

Following this the Chair highlighted there had been significant work undertaken to extend and strengthen the Family Works building to meet the growth and demand for its services and the support of the Mid and South Canterbury Charitable Trust with a contribution of \$50,000 was appreciated.

A consistent theme is to make our places feel like home and have the same things as at home. An example of these activities included the new chicken enclosure at Wallingford.

The Chair thanked his fellow Board Members for volunteering their time, skills and experience, the CEO, management, staff of some 400, volunteers, donors and friends for their on-going contributions and support. Also the good feedback received during the year had been appreciated.

The Chair concluded by noting the contributions of long serving supporters present at the meeting including Ms Mollie Thomson and Mrs Alison Linscott.

FINANCE CHAIR'S REPORT:

Mr Powell reported the operating deficit had increased from \$28,000 to \$612,000, largely due to the increased commitment of funding to Family Works services, lower aged care occupancy in the early part of the year and also less being received from bequests.

Income from investments was being used to cover the operating deficit but this meant the income was not available to invest in other services.

APPOINTMENT OF AUDITORS:

The meeting was advised of the Board's satisfaction with the auditors, KPMG Christchurch.

**It was moved and carried on the motion of E Powell seconded Q Hix
"THAT KPMG CHRISTCHURCH BE APPOINTED AUDITORS FOR THE FINANCIAL YEAR ENDING 30
JUNE 2017".**

CHIEF EXECUTIVE OFFICER'S REPORT:

Mr Parker spoke to the importance of getting the right mix of charitable services to the vulnerable, delivering what the Government wants and making sound financial decisions.

The CEO noted some of the activity during the year including completed earthquake strengthening and refurbishments at MW Hospital as well as extensions at Family Works, the on-going focus on health and safety and keeping everyone safe but ultimately for PSSC it is people, it is people, it is people.

The staff satisfaction survey had provided encouraging results with, for example, 95% of staff reporting they would recommend working at PSSC to others, 97% of staff would recommend PSSC services to clients and 96% of staff stated they enjoyed coming to work. During the year, Margaret Leigh had retired after 35 years of dedicated service.

The CEO expressed his appreciation to all staff, key stakeholders, volunteers, donors and all other supporters.

CONSIDERATION AND ADOPTION OF ANNUAL REPORT:

**It was moved and carried on the motion of J Pearce seconded N Hornsey
“THAT THE CONSOLIDATED FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR
ENDED 30 JUNE 2016 BE ADOPTED”.**

GENERAL BUSINESS:**DISCUSSION:**

Questions were invited from members.

A member asked what the deficit meant for next year's operations. The Chair advised we have an approved budget and believe we can manage the level of operating deficit in the short term with cover provided from investment income. Funding increases continue to be less than cost increases so there is a continual need to work smarter and reduce costs. As we move towards the first 100 years of service, careful management needs to be continued.

A member enquired about the lower rest home occupancy. This was for a period earlier in the financial year and overall occupancy has returned to budgeted levels of 98%.

A member enquired about the pending closure of Talbot Park Hospital and the loss of its D6 level dementia beds and whether PSSC had any plans in this regard. The Chair noted some comfort that the DHB had undertaken to provide D6 level beds if no other provider was available. There are lower level D3 dementia beds under construction in the region but no alternative D6 level bed provider is known. The operational requirements make it a problematic service for non-DHB providers.

A member raised the need for respite care beds for young disabled in Timaru. The Chief Executive recognised this as service we would like to provide but have been unable to get any funding to support it. PSSC provides an 8 bed young disabled unit.

PRESENTATION OF LONG SERVICE CERTIFICATES AND BADGES:

The Chief Executive made staff long service presentations.

A long service badge and certificate for 25 years' service was presented to Adrienne Ryder and John Robb.

A long service badge and certificate for 20 years' service was presented to Karen McKenzie and Helen McLeod.

A long service badge and certificate for 15 years' service was presented to Colleen Whytock, Carolyn Cook, Alison Farren and Claire Cronin.

A long service badge and certificate for 10 years' service was presented to Tania Metherell, Mary Williamson, Jan Cook, Delwyn Shand and Pauline McLaren.

Staff who are also entitled to long service badges and certificates but who were not at the meeting and who will be presented with them at another time were:

30 years' service: Vivien Clemens

20 years' service: Diane Baildon Anne-Marie Cumming and Robyn Stowell

15 years' service: Susan Boyce, Heather Darling and Adine Goldfinch

10 years' service: Anne Adams, Amanda Dyball, Carol Kinvig, Barbara Giggins, Michelle Higgins and Adrienne Lawn

Staff with 5 years of service receive recognition of this at their workplace.

The Chief Executive thanked all staff for their commitment to the organisation.

The Chair then presented the Chief Executive Officer, Michael Parker, a badge and certificate in recognition of his 15 years of service. The Chair noted that during the year the Chief Executive had completed an MBA with distinction at Otago Polytechnic and also received an Alumni Award during their 50th Anniversary celebrations.

The meeting closed at 7.50pm. The evening concluded with supper.

Confirmed:

Date:

DRAFT FOR APPROVAL AT 99th AGM 19.10.17