



Presbyterian Support
South Canterbury

101st ANNUAL GENERAL MEETING

The minutes of the Annual General Meeting of Presbyterian Support Services South Canterbury Incorporated, held at Enliven Centre, 20 Queen Street, Timaru, on Wednesday 16th October 2019 at 7:00 p.m.

PRESENT:

Mr E Powell (Chair), and some 56 members, staff, volunteers, donors, supporters and friends.

MUSICAL ENTERTAINMENT:

Prior to the commencement of the meeting musical entertainment had been provided by Neve O'Connor. The Chief Executive, Mrs C Cooper, thanked Ms O'Connor for her contribution.

WELCOME:

The Chair, Mr E Powell, welcomed all those present to the 101st Annual General Meeting and thanked Enliven staff for hosting the meeting. The attendance of former CEO Michael Parker was noted.

CONSTITUTION:

The meeting was constituted by Ruth Garvin and the Reverend Alan Cummins.

APOLOGIES:

Apologies were received 15 members, staff and friends.

**It was moved and carried on the motion of J Crawford seconded J Earl-Goulet
"THAT THE APOLOGIES BE RECEIVED."**

MINUTES:

Annual General Meeting:

The minutes of the 100th Annual General Meeting held on Thursday 19th October 2018 having been distributed were taken as read and confirmed.

**It was moved and carried on the motion of L Nolan seconded R Mehrtens
"THAT THE MINUTES OF THE 100TH ANNUAL GENERAL MEETING HELD ON
THURSDAY 19TH OCTOBER 2018 HAVING BEEN DISTRIBUTED WERE ACCEPTED
AS A TRUE RECORD OF THE MEETING."**

MATTERS ARISING:

There were no matters arising.

CHAIRMAN'S REPORT:

The Board Chair spoke to his report.

Last year had seen the completion of a century of service from PSSC. This year had seen a busy start to the second century of service.

PSSC was close to obtaining building consent for 15 additional residential beds at The Croft. Detailed planning was being finalised with expected completion in the first quarter of 2021. The development is being arranged so as no residents will need to move offsite during the construction.

The Board was also looking at development of the ground floor car parks and meeting rooms at The Croft. Planning was in the early stages for infilling with apartments adding to The Croft Retirement Village.

During the year we had entered three categories of the South Canterbury Chamber of Commerce's Business Excellence Awards. We were a finalist in two, winning both the Community Impact Award and the Sustainability and Environmental Award. These awards reflected the impact PSSC had on the people in our community of South Canterbury, not only for the last century but carrying forward.

PSSC is not fully funded for all the services it provides to the community and must rely on its' investment portfolio and donations to cover the shortfall. The investment portfolio had grown since its inception and would fund the planned developments at The Croft and ongoing refurbishments.

The Chair also acknowledged the amazing contribution volunteers make enabling PSSC to provide services beyond what is funded for.

The Board Chair thanked all the many people for their work and support.

CHIEF EXECUTIVE OFFICER'S REPORT:

The Chief Executive, Carolyn Cooper presented her report.

The Chief Executive reflected on a year that had gone quickly and was pleased with the new team and what had been achieved.

It was a full year of audits covering Residential Care, Community Services, Family Works as well as the Eden Alternative. There had been great results from the audits with 15 different aged care contracts being audited without a single finding. The Eden audit was particularly pleasing with the involvement of residents and staff showing what was happening in our rest homes. The auditors spoke very positively of Family Works recognising the strong teams, excellent programme quality and the difference the services made. These excellent audit outcomes were the result of the hard work of staff and volunteers.

We were proud of the two Business Enterprise Awards received, particularly the Sustainability and Environment Award. This initiative was something the residents had wanted and was driven at each rest home with their "Greenies" movement. The Community Impact award was testimony to the wide range of work PSSC does with Family Works and Enliven Aged Care.

We are looking forward to the Croft expansion and introducing the Eden Alternative philosophy into the new extension. We are also looking at how we can introduce Eden into our Community Services, starting with the Enliven Day Care.

The CEO thanked all Volunteers, Sponsors and Donors for their contributions which had made a difference to many lives. This included the Todd Mudie Group for sponsorship of the “Buddy Programme”, Zonta’s support of the “Grandparents Raising Grandchildren” programme, the Tindall Foundation and Mid & South Canterbury Trust for grants which had supported the various Family Works programmes and the food bank.

The CEO thanked the Board, Staff, Volunteers, Clients, Residents and other Supporters for another good year.

The CEO finished with three “Good News” Eden stories from staff and clients. These featured a staff member bringing their dog in for a resident to see, residents at The Croft fundraising for a much needed vacuum cleaner for a Family Works family and a Buddy Programme Roller Skating event which was a great success!

CONSIDERATION AND ADOPTION OF ANNUAL REPORT:

The Board Chair referred to the 2019 Annual Report outlining its contents.

**It was moved and carried on the motion of E Powell seconded Q Hix
“THAT THE CONSOLIDATED FINANCIAL STATEMENTS AND ANNUAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019 BE ADOPTED.”**

APPOINTMENT OF AUDITORS:

**It was moved and carried on the motion of D McFarlane seconded J Goodhew
“THAT KPMG CHRISTCHURCH BE APPOINTED AUDITORS FOR THE FINANCIAL
YEAR ENDING 30 JUNE 2020 AND THE BOARD AUTHORISED TO SET THEIR
REMUNERATION.”**

GENERAL BUSINESS:

There was none.

The meeting closed at 7:20 pm.

Confirmed:

Date:

AGM SPEAKER:

Vivien Clemens, PSSC Residential Liaison Manager, was retiring after 33 years of service. Vivien provided a reflection on PSSC and developments.

PRESENTATION OF LONG SERVICE CERTIFICATES AND BADGES:

The Chief Executive made long service presentations to staff.

- A long service badge and certificate for 35 years' service was presented to Vicki Littleton
- A long service badge and certificate for 25 years' service was presented to Jenny Purdon
- A long service badge and certificate for 15 years' service was presented to Liz Munro, Janice Reuben and Jennifer Blackie
- A long service badge and certificate for 10 years' service was presented to Gay Brown, Lyn Skudder, Karen Chapman, Donna Chiles, Sandy McLachlan and Debra Whiting

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

- 15 years' service: Debbie Fitzgerald, Marina Ellis and Dean Balloch
- 10 years' service: Robyn Cassidy, Yvonne Shaw and Rose Slater

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

The Chief Executive thanked all for their commitment to the organisation. The evening concluded with supper.