

100th 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 17th October 2018 at 7:00 p.m.

PRESENT:

Mr E Powell (Chair), and some 60 members, staff, volunteers, donors, supporters and friends.

WELCOME:

Mr Powell welcomed all those present to the 100th Annual General Meeting and thanked Enliven staff for hosting the meeting.

MUSICAL ITEM:

Lizzie McIvor, General Manager Services for Older People introduced Pleasant Point soprano Jayden Walker, a school student, who sang three songs. Carolyn Cooper, Chief Executive Officer, thanked Jayden for his performance and wished him well with his career.

CONSTITUTION:

The meeting was constituted by the Reverend Alan Cummins.

APOLOGIES:

Apologies were received and sustained from 9 members, staff and friends.

MINUTES:

Annual General Meeting:

The minutes of the 99th Annual General Meeting held on Thursday 19th October 2017 having been distributed were taken as read and confirmed. J Crawford/D McFarlane

Special General Meeting:

The minutes of the Special General Meeting held on Wednesday 20th June 2018 having been distributed were taken as read and confirmed. J Goodhew/K Shaw

MATTERS ARISING:

There were no matters arising.

CHAIRMAN'S REPORT:

The Board Chair spoke about the dramatic growth over the last 100 years starting from a children's home with seven children to providing multiple services including 162 residential care beds and support services to over a 1,000 people in the community from over six sites.

The 100th Anniversary book, "A Century of Service" written by Carol Angland, provided extremely interesting reading about the history and stories of Presbyterian Support Services South Canterbury.

PSSC continues to be connected with the Presbyterian Church at a national as well as local level. The moderator of the Presbyterian Church took the July 2018 service at Trinity Church to commemorate PSSC's 100th Anniversary.

Following the move of Chief Executive Michael Parker to PS Otago, Carolyn Cooper was appointed Chief Executive. The organisation had been left in good heart with a built up management team. So after going to the market the internal appointment of Carolyn Cooper was made. This has been followed by subsequent internal appointments to the vacated positions.

There had been a number of changes to the Board with the resignation of Chair J Pearce in December 2018, N Hornsey in July 2018 and S Frew in August 2018. New Board members J Earl - Goulet and J Hide had been appointed by the Board for a three-year term.

The Board Chair thanked all the many people for their dedication and vision over the last 100 years. The organisation is in excellent heart and financially sound. PSSC will continue to focus on new and innovative services with person centred care, targeting those in our communities who are most vulnerable.

CHIEF EXECUTIVE OFFICER'S REPORT:

The Chief Executive, Carolyn Cooper presented her report.

The Chief Executive noted there had been a number of people changes over the year with new Board members, CEO, General Manager and Nurse Manager as well as Marketing. The number of internal appointments showed the strength of the organisation. This year the Annual Report looks back over 100 years of service and growth and the organisation can be proud of the many services put in place over that time.

The success of the organisation has been and will continue to be due to staff, volunteers, friends, supporters, the community, residents, families and clients. A number of celebrations are being held across the organisation to celebrate our successes.

The recap on the year included 3 year certifications for Margaret Wilson, Wallingford and Community Services, the relocation of Community Services to North Street, Family Works continuing to punch above its weight, the pay equity settlement for care givers and support workers and food services selling 25,000 frozen meals. The impact of the Eden Alternative continues to grow with residents now joining staff on committees such as health and safety and quality.

The contributions of our supporters to helping us make a difference was acknowledged including the Tindall Foundation, McCains Foods, Zonta and the Mid and South Canterbury Community Trust.

The Chief Executive acknowledged the Board Chair and Board for their support and commitment, the management team staff and volunteers.

The Chief Executive concluded by congratulating PSSC on achieving 100 years and the care that had been provided and wished PSSC a happy 100th birthday.

CONSIDERATION AND ADOPTION OF ANNUAL REPORT:

The Board Chair referred to the 2018 Annual Report and Calendar outlining its contents and highlighting some of the stories.

**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 2018 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 2019 AND THE BOARD AUTHORISED TO SET THEIR
REMUNERATION.”**

GENERAL BUSINESS:

There was none.

The meeting closed at 7:35 pm.

Confirmed:

Date:

100TH ANNIVERSARY CELEBRATIONS – A CENTURY OF SERVICE:

Following the AGM, five presenters gave readings from “A Century of Service” authored by Carol Angland and reflected on the history of the organisation as well as their experience. The presenters were Mollie Thomson, Ngaire Whytock, Jean Cockcroft, Vivien Clemens, Carolyn Cooper and Carol Angland.

PRESENTATION OF LONG SERVICE CERTIFICATES AND BADGES:

The Chief Executive made long service presentations to staff.

- A long service badge and certificate for 25 years’ service was presented to Linda Hogan.
- A long service badge and certificate for 15 years’ service was presented to Lois Adams, Carolyn Cooper and Raewyn Mehrstens.
- A long service badge and certificate for 10 years’ service was presented to Jillian Chiles, Colin Clemens, Kimberley Cox, Waiana Deer, Debra Harwood, Suzanne

Inwood, Megan Johns, Julie Leighton, Ellen McClintock, Lizzie McIvor, Sandra O'Brien, Kim Price, Jillian Ridden, Cheryl Tinnock, Tessa Van Der Geest.

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:

- 30 years' service: Carol Smith
- 15 years' service: Wilhelmina Russell, Geeta Muralidharan, Robyn Hewson, Candice Coulbeck
- 10 years' service: Sally Kerr

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

The Chief Executive thanked all for their commitment to the organisation. The evening concluded with supper and cutting the 100th Anniversary cake.

Draft for approval at 101st AGM 16.10.19