



**Minutes of the 92<sup>nd</sup> Annual General Meeting  
of the New Zealand Fire Brigades' Institute**

Lion Harbour Lounge  
Michael Fowler Centre  
Wellington

Friday 28 October 2022

**MINUTES**

The meeting commenced at 16.23hrs.

President Phill Mackay called the meeting to order and welcomed those present to the meeting.

He then introduced the NZFBI Council as follows:

- Vice President Pete Douglas
- Councillor David O'Sullivan
- Councillor Shaun Pilgrim
- Councillor Jean Barr
- Secretary / Treasurer Scott Lanauze

He also acknowledged the NZFBI Past Presidents in attendance:

- Brian Watters
- Don Roper
- Sandy Lawson

**Apologies**

Apologies were received from Past President Cathy Trevathan.

**MOTION:** That the apologies be accepted.

Moved: S Lawson

Seconded: B Butzbach

The Motion was CARRIED.

## Minutes of the 91<sup>st</sup> AGM

**MOTION:** That the minutes of the 91<sup>st</sup> Annual General Meeting be taken as read.

Moved: P Mackay  
Seconded: S Pilgrim

The Motion was CARRIED.

## Matters Arising from the Minutes of the 91<sup>st</sup> AGM

No matters were discussed.

## President's Report

President Mackay delivered his report. He acknowledged the impact of Covid-19 and the effects of this on Council activities. He also acknowledged the awarding of each of an Associate, Member and Fellow Diploma at the AGM today, this not having been done for many years.

The partnership of both the IFE and UFBA continues to grow in strength and prove advantageous to members. The redeveloped website continues to offer member benefits and display council activities more overtly.

He thanked the Council members for the work that had been undertaken throughout the year, and acknowledged the personal support offered by the Council during his term.

**MOTION:** That the Presidents Report be accepted.

Moved: P Mackay  
Seconded: B Butzbach

The Motion was CARRIED.

## Financial Report

President Mackay presented the financial report for the year ending 30 June 2022.

Bill Butzbach highlighted that the member contribution (revenue) was highlighted on the financial report as being that of grant payments. Scott Lanauze advised that this was done on the advice of the auditors of the report.

Following discussion, it was suggested that an explanatory note pertaining to the member contribution should be written into the notes to the performance report.

**MOTION:** That an explanatory note pertaining to the member contribution should be written into the notes to the performance report.

Moved: S Lanauze  
Seconded: S Pilgrim

The Motion was CARRIED.

**MOTION:** That the Financial Report be accepted.

Moved: P Mackay  
Seconded: J Sparrow

The Motion was CARRIED.

### **Confirmation of the Annual Membership Subscription**

President Mackay advised that the membership subscription was to remain the same for the coming year.

**MOTION:** That the membership fee for affiliated members remains at \$2 per annum.

Moved: J Klaphake  
Seconded: B Watters

The Motion was CARRIED.

### **Presentation of NZFBI Diplomas**

President Mackay presented NZFBI Diplomas to the following participants:

- Jean Barr – Associate Member
- Joe Stanley – Member
- Pete Douglas – Fellow Member

President Mackay presented NZFBI Diplomas to the following participants in absentia:

- Peter Moore – Fellow Member
- Jason Mooney – Fellow Member

### **Installation of President**

Phill Mackay installed Pete Douglas as President of the NZFBI. Pete presented Phill with his Past President lapel badge and a plaque acknowledging his term as a NZFBI Council member.

### **General Business**

President Pete addressed the meeting, thanking the Council for their assistance in supporting him to this position.

**MOTION:** That Jane Davie be awarded Life Honorary Membership of the NZFBI.

Moved: P Douglas  
Seconded: D Roper

The Motion was CARRIED.

Jane addressed the meeting, thanking the Council for their incredibly kind gesture.

**MOTION:** That Phill Mackay be awarded Life Honorary Membership of the NZFBI.

Moved: P Douglas  
Seconded: S Pilgrim

The Motion was CARRIED.

Phill addressed the meeting, acknowledging his journey from the army into career staff through the examination process, and having his interest reinvigorated when holding the position of CFO Fairlie. He also acknowledged that it has been a great opportunity to participate as a member of the Council.

**MOTION:** That Scott Lanauze be awarded Life Honorary Membership of the NZFBI.

Moved: P Douglas  
Seconded: S Lawson

The Motion was CARRIED.

Scott addressed the meeting, acknowledging the gesture and advising that it had been a pleasure to serve the Institute over many years.

No further general business was discussed.

President Pete Douglas thanked the meeting for their attendance.

The Annual General Meeting closed at 16.55hrs.