

BPW NZ AGM Draft Runsheet

Conference 2016 Time Sheet

Time	Item	Who	Minutes	Run Time	Notes
Thursday 7th April					
14.00	Registration New Zealanders	Kath & team	to 19.00		Lobby room
14.00	Registration APRM conf	Anita & team	to 18.00		Lobby room
14.30	Executive meeting	Exec	to 4.00		Vicky's room
17.30	Briefing on twitter & facebook	Angela McLeod	to 18.00		Lobby room or crew room
18.00	Briefing all volunteers	Sally	to 19.00		Lobby room
19.00	Resolutions and budget meeting	Sandy & Carolyn	to 20.00		Lobby room
Friday 8th April					
7.00	Registration for New Zealanders	Kath & team	to 08.45		Raffles Room
7.30	Registration APRC	Anita & team	to 08.45		Raffles Room
8.50	All seated				Housekeeping - Sally (with slide)
9.00	1 Mihi and karakia to open conference	Te Aroha Hohaia	3	3	
	2 Welcome guests	Vicky	7	10	Plus thank you to sponsors
	3 Collect and candle lighting	Robyn Davison	1	11	Who turns candle on? Life member
	4 Obituaries	Christine Edney	4	15	On screen
	5 Roll Call	Christine Edney	5	20	
	6 Apologies and greetings	Christine Edney	2	22	
	7 Reading of the Aims of BPW NZ	Hellen Swales	1	23	
	8 Announcements (call for General Bus)	Vicky	1	24	Plus erratum, amended agenda etc
	9 Voting strength	Christine	1	25	Check Sandra Fleming plus postal voting
	10 Adoption of Standing Orders	Vicky	2	27	
	11 Appointment of Parliamentarian, timekeepers (2) and scrutineers (6)	Vicky	2	29	
	12 Affiliation of BPW Christchurch	VP Membership	3	32	Gavel/certificate to Carol Allan
	13 Nominations filled	Christine	1	33	Motion required - no more; voting time
	14 Acknowledgement of Late Resolutions	Carolyn	2	35	
	15 Address by Dr Darwich, Int. President	Yasmin Darwich	20	55	No powerpoint
	16 Thank you to Dr Darwich		2	57	Ask Vivien Yeung

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	17 Address by APR Co-ordinator	Susan Jones	7	64 No powerpoint
	18 Thank you to Susan Jones		1	65 Faye Gardiner
	19 Message from Oceania Coordinator	Read by Carolyn	2	67
	20 Confirmation of 2015 minutes	Vicky	5	72
	21 Matters Arising	Vicky	3	75
	22 Correspondence from Conference 2015	Christine	1	76
	23 Tabling of Exec Officers Reports	Vicky	1	77
	24 Pres report	Vicky	4	81
	25 1V/Pres	Robyn	2	83
	26 2V/Pres	Hellen	2	85
	27 Exec Sec	Christine	2	87
	28 Young BPW	Vivien	2	89
	29 Technology	Janet	2	91
	30 Imm P/Pres	Carolyn	2	93
	31 Announcements -raffles etc	Sally	2	95 As per Sally's slide
10.35	AM TEA		25	
11.00	32 Voting Strength	Christine	1	1 Check Sandra
	33 Treas. Rpt, Financials etc	Sandra	30	31 On screen
	34 V/Pres Candidates x 2 & introductions	Hellen & Sally	7	38
	35 Acceptance of late resolutions	Carolyn	4	42
	36 Resolutions (3 at av 15 mins)	Carolyn	45	87 Resolutions on screen
	37 Announcements incl. elections	Sally	3	90 Announcements on screen
12.30	LUNCH & Voting for Officers		60	
13.30	38 Voting Strength	Christine	1	1 Check Sandra
	39 Resolutions (4 av 15 mins)	Carolyn	60	61 On screen
	40 Report from BPW Australia	Dr Janis Shaw	9	70 Using a powerpoint???
	41 Thank you to Janis		1	71 PP Angela McLeod
	42 Announcement of election of officers	Christine	2	73
	43 Motion to destroy the voting papers	Christine	1	74

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	44 Announcements re photos & reg. mtgs	Sally	3	77 Where photos will be taken - on screen
	45 Announcement of regional meetings	Robyn	1	78 Where, what & who are 2 chairs
	46 Regional meetings	All	17	95
15.05	PM TEA, photos (group and executive)		45	
15.50	47 Announcement of regional meetings	Robyn	3	3
	48 Voting Strength	Christine	1	4 Check Sandra
	49 CSW60 update	Hellen/Sally	8	12 Powerpoint??
	50 WEPs report	Vicky/Mary	7	19 Powerpoint??
	51 GROWme project update	Charlotte/Sally	4	23 No powerpoint
	52 NCW report	Vicky	3	26 No powerpoint
	53 CEDAW reporting on progress	Hellen	5	31 Powerpoint??
	54 General bus. - International resolutions	Carolyn	3	34 On screen
	55 General business. Any more?	Vicky	4	38
	56 2017 Conference promotion	BPW CHB	3	41 Powerpoint??
	57 2018 conference bid and vote	BPW Warkworth	3	44 Powerpoint - one slide
	58 Drawing of raffles	Sally/Jenny	5	49
	59 Thanks and presentation to APRC team	Vicky	4	53 Names up on screen
	60 Thanks to all conference officers	Vicky	2	55 Names up on screen
	61 Thanks to outgoing Exec & presentations	Vicky	3	58 Names up on screen
	62 Intro of exec 16/17 by President	Vicky	3	61 Names up on screen
	63 Pres. Statement of Intent for 2016/17	Vicky	4	65
	64 Final Announcements - APRC/eval. Etc	Sally	3	68
	65 Formal Closing and karakia	Te Aroha	2	70
17.00	End of Conference.			
15.00	REGISTRATION DESK APRC OPENS 1500 THROUGH TO 1730			
18.00	President's reception			
19.00	Welcome to Awards & Gala Dinner			

Saturday 9th April

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7.00 **APRC Registration**
9.00 **Official welcome begins**

Through to 8.45am
Doors closed at 8.55am