

New Zealand Federation of Business and Professional Women Inc
Minutes of the 49th Annual Conference
Held at TSB Hub, Hawera 19-21 April 2013

1. Welcome

MC Te Aroha Hohaia welcomed International Guests, Executive, Delegates and Observers to Hawera and invited Carolyn Savage, President BPW NZ to open the Business Session of the 49th Conference at 8.35am on Saturday 20 April.

Carolyn extending a warm welcome to BPW International guests from Australia, BPWI Asia Pacific Regional Co-ordinator Susan Jones, BPW Australia President Marilyn Forsythe, BPW NZ Past President and Life Member Joan Bielby, Past Presidents Dianne Glenn, Anita Devcich, Maureen Eardley-Wilmot and Faye Gardiner, Club presidents, delegates and observers. She explained that the theme for conference is Empowering Women in Business.

2. Sponsors

President Carolyn Savage acknowledged the major sponsors for the conference: TSB Community Trust, Hawera Community Board, Hamden Estate and the many small business that have donated goods and services to enable the conference to run.

3. Collect

Janette Hudson, Vice President read the Collect. Past President and Life Member Joan Bielby lit the candle for peace.

4. Obituaries

Gail Littin, Executive Secretary read the Obituaries for:

- BPW NZ Past President and Life Member: Pauline Gapper (Hibiscus Coast);
- Delcie Dodds, Huntly & Districts
- Peggy Clements, Upper Hutt;
- Monica Holmes, Franklin.

Members were asked to stand and observe a minute's silence as a mark of respect to those members who had passed away during the year. Past President Maureen Eardley-Wilmot lit the candle of remembrance.

5. Voting Strength/Roll Call

President	Carolyn Savage
1 st Vice President	Janette Hudson
Executive Secretary	Gail Littin
Treasurer	Elaine White
Immediate Past President	Angela McLeod (Resolution Chairperson)

Projects Convenor	Diane Dean
Legislation Convenor	Vicky Mee
Program Convenor	Claire Gregson
Technology Convenor	Lorraine Cameron
President Associate	Sheila Riddell-Harvey

Federation Honorary Life Member and Past President (PP/LM):
Joan Bielby (Constitution Chair)

Past Presidents (PP):
Dianne Glenn, Faye Gardiner, Maureen Eardley-Wilmot,
Anita Devcich

<u>Club Delegates</u>	<u>Number of Delegates</u>	<u>Number of Delegates</u>
Auckland	1	Barbara Binkowski
Central Hawkes Bay	3	Jeanette Kenderdine, Alison Ludlow, Rosemary Rendle
Doubtless Bay	1	Leslie Whitehorn
Franklin	3	Deborah Andrew, Lynne Hartley, Andrea Kimber
Gisborne	4	Mary Hope, Pauline Love, Lynne Omer Kerry Smith
Hawera	4	Christine Corrigan, Helen Cook, Anita Scott, ????
Huntly & Districts	3	Janet Gibb, Denise Heaven, Colleen Yorwarth
Kaitaia	1	Raewyn Pennell
Mana	1	Brenda Bentley
Upper Hutt	2	Leonie Dobbs, Christine Edney, Hellen Swales
Warkworth	3	Gillian Bray, Sally Smith, Mona Townson

In Attendance

Parliamentarian	Maureen Eardley-Wilmot
Minute Secretary	Robyn Davison

6. Apologies and Greetings

Apologies and Greetings were received from BPW International President Freda Miriklis. President Carolyn Savage read a message from President Freda.

Apologies received from Life Members and Past Presidents Anne Todd-Lambie and Audrey Harris, BPW Cambridge, BPW Tamaki, BPW Hibiscus Coast, Individual Member Anne McCracken, Barbara Clarke and Alison Crosswell BPW Gisborne.

A late apology was received from Dr Pat Harrison Past President BPW International and BPW Australia member.

*It was **MOVED** that these apologies be received*

Warkworth/Franklin
CARRIED

7. BPW Aims

Legislation Convenor, Vicky Mee read the Aims.

8. Voting Strength confirmed as 40 plus 2 postal votes

9. Move that Standing Orders be adopted

Warkworth/Mana
CARRIED

10. Appointment of Parliamentarians/Time Keepers/Scrutineers

*It was **MOVED** that PP Maureen Eardley-Wilmot be appointed as Parliamentarian.*

Doubtless Bay/Auckland
CARRIED

*It was **MOVED** that Colleen Yorwarth and Christina Bycroft be appointed as Timekeepers.*

Huntly and Districts/Upper Hutt
CARRIED

*It was **MOVED** that Sandra White be appointed Chief Scrutineer.*

Kaitaia/Hawera
CARRIED

*It was **MOVED** that Diana O'Brien, Sheryl Wallis, Rachel Werder, Sandy Prior, Margie Jones, and Vivien Yeung be appointed as Scrutineers.*

Gisborne/Central Hawkes Bay
CARRIED

11. BPW NZ Constitution Review

A meeting of delegates and observers was held on Friday 19 April to discuss the draft review of the Constitution and Manual. Clarification and changes were held over to Conference. BPW Central Hawkes Bay and BPW Gisborne were unable to attend the meeting on Friday and were asked if they had any questions about the Constitution. They had no questions. Discussion to start with the amendments to the Manual

It was MOVED that Standing Orders be suspended

Resolutions Chair/President
CARRIED

Proposed Manual Amendments

Constitution Chair Joan Bielby took the chair and went through the manual amendments clause by clause with conference delegates making changes to the document as a result of discussions.

She asked conference to consider use of percentage or fractions for the document and that a decision will be made at the end of the discussion.

She also said that the term Federation is changed throughout the Manual to read BPW NZ

Amendments are;

- 1.1 Membership – change the work ‘which’ to ‘that’
- 1.2 To read - Application for membership shall be on the prescribed form accompanied by the Club’s Constitution or Rules.
- 1.3 Delete the words ‘including the Club’s Constitution’ (already included in clause 1.2)
- 1.4 Change ‘three fourths (3/4ths)’ to ‘nine tenths (9/10ths)’.
- 1.8 Delete this number as this is all part of clause 1.7 and renumber clauses 1.9 to 1.12 to become clauses 1.8 to 1.11.

Corporate Entity does not have a vote.

Student Membership amendment read to conference by Parliamentarian Maureen Eardley-Wilmot.

- 1.10 Students are members who are studying a minimum of 50% at a University, Technical Institute or other accredited educational institution. The reduced fee is available for a maximum of four years.

BPW Australia President Marilyn Forsyth congratulated BPW NZ for including student membership and suggested that 3 years tenure could be enough as most degrees take 3 years to complete.

Discussion about the tenure of students being 3 years or longer.

- PP Dianne Glenn recommends this be included to support students who are awarded scholarships from BPW Clubs as this will encourage them to stay as members. Observer Pauline Edwards spoke about women being part time students who also work and that they may take longer than 3 years to complete their degree.
- Vote to decide 3 years or 4 years.
- A show of cards confirmed 4 years.

PP Faye Gardiner asked about the Associate Status membership.

Chair Joan Bielby explained that there is no change to this clause.

2.0 Patron

This was decided two years ago it is being moved from the constitution to the manual.

Discussion about inclusion of Patron in Manual

- Alison Ludlow Central Hawkes Bay asked what is the benefit of having a Patron.
- Observer Pauline Edwards explained this was to raise our profile.
- PP Anita Devcich suggested that the need to review the Patron annually is a bit insulting. She asked what is the need for the position to be reviewed annually?
- Legislation Convenor Vicky Mee suggested that this clause as worded that a Patron may be appointed does not commit BPW NZ making an appointment and suggested that it is best to be left in the Manual and then the decision to appoint is left up to conference at a later time.

A show of cards confirmed this.

3.0 Show of cards to delete the words 'and good business practice'.
Conference delegates prefer the term 'parliamentary usage'.

4.1 Taskforces – This is a new clause.

It is expected that Executive Members with responsibilities form taskforces to work together to achieve the expected outcomes. All members of such taskforces to be approved by BPW NZ. The philosophical reasoning is to mentor and support members skills and passions for the organization and to build up a team to succeed executive.

5.2 IPP Angela McLeod read the clause

Insert the words 'copy of resolutions to be sent to the Immediate Past President and Executive Secretary' after BPW NZ.

Vote taken and was carried.

5.3 Discussion

- Christine Edney BPW Upper Hutt asked for two signatures.
- Chair: Joan Bielby explained that this is a club decision and asked if delegates would like to have two signatories as most resolutions are now sent electronically.
- Show of hands in favour of one or two signatories.
- Observer Pauline Edwards asked about wording allowing anybody to write resolutions that does not need to have Club support.
- Chair Joan Bielby explained that this could not happen.
- Resolutions Chair and President both clarified that Clause 5.1 covers who can send in resolutions.

5.6 b) change the word 'motion' to 'resolution'. This change continues through to the end of section 5.

5.8 d) new clause added Read by IPP Angela McLeod Resolutions defeated at conference may not be resubmitted for two years unless there is significant additional information.

5.14 Past President Anita Devcich asked for the wording to be clarified – does this mean that the IPP decides if a late resolution is eligible whereas in the past the conference has decided that. Chair Joan Bielby explained that this is what happens at International where in fact the IPP will have a resolutions committee and they will make the decision on the late resolutions – this will save time at conference in the future.

8.1 Change the words 'good business practice' to read 'Standing Orders'

- Clause h) to read - Appoint a President's Associate without voting power if necessary.
- Discussion about the placement of the words 'if necessary'.
- Brenda Bentley BPW Mana asked a question about the voting power being necessary.
- Parliamentarian Maureen Eardley-Wilmot explained the correct wording.
- Clause k) to read – accept a Club for affiliation

8.3 Change words from postal/email to electronic vote.

Vote to accept changes to the Manual.

CARRIED

Acknowledged with acclamation

12. BPW NZ Constitution Review

Only two sections need further discussion after the meeting on Friday afternoon.

Constitution Clause 16.3 – Rewording was read to conference

The Executive shall meet face to face at least once a term, conduct other meetings as needed either face to face or using technology. Total cost to BPW NZ for Executive meetings shall not exceed the amount in the budget approved by conference.

Speakers to the change:

- BPW Australia President Marilyn Forsyth spoke about the cost of meeting in Australia and making sure that the Executive is not in breach of the Constitution.
- Chair Joan Bielby explained that Executive usually holds a meeting at the Conference before it begins and this is counted as a face to face meeting.
- Observer Pauline Edwards asked for clarification that Skype is a method of Face to Face meeting.
- Past President Anita Devcich asked if it would be better to use the words "in Person".
- Chair Joan Bielby explained that no the correct term is Face to Face.

Conference voted to accept the clause.

Constitution Clause 22 – Cessation of Membership amendment clarifies the order of the process.

22.0 Cessation of Membership

- 22.1 A Club wishing to cease to be a member of BPWNZ shall first notify the Executive in writing and forward a copy of the Club's final Minutes and Balance Sheet to the Executive.
- 22.2 For ONE month the Executive must urgently work with the Club to see if its Membership can be retained.
- 22.3 If the Club's membership cannot be retained, the Club shall formally resign in writing.
- 22.4. Club Members automatically become Individual Members until the end of the current BPW NZ Financial year.

Renumbering of clauses 22.3 to 22.5 become 22.5 to 22.7.

Conference voted to accept the clause.

Discussion about the use of fractions or percentages for the Manual.

- Chair Joan Bielby explained how fractions have been used easily in the past.
- Straw vote taken Fractions or Percentages.
- Clearly fractions are supported.
- Observer Pauline Edwards felt that we need to think about what young people will be using in the future do they use fractions or percentages?
- Gillian Bray BPW Warkworth agrees that if you are looking to the future then percentages are easier to use with digital data.
- Resolutions Chair explained that for Parliamentarians and Scrutineers that fractions are easier to calculate for voting.

A second vote was taken – Fractions 15 and Percentages 24.

Need a 2/3 majority to be passed.

The vote was LOST

Chair Joan Bielby explained that the status quo remains as the vote was lost.

- Anita Scott BPW Hawera asked point of clarification as she did not realize that the vote included leaving the mixture of fractions and percentage. She asked what happens now.

- Lynne Hartley BPW Franklin explained that there had been confusion about the vote that was being asked for. She spoke about the need to look to the future if we want young people to be joining BPW.
- Past President Maureen Eardley-Wilmot said that there was not a 2/3 or 66.6% majority for the vote so status quo remains
- Resolutions Chair Angela McLeod explained the process; a straw poll was called and looked even to her as Resolutions Chair, She called for a counted vote, then there was discussion and then the final vote. This is due procedure.
- Lyn Hartley BPW Franklin asked for another vote.
- Constitution Chair Joan Bielby explained the need for a decision and need for a clear vote.

It was moved that we vote for status quo or change.

Past President Dianne Glenn
Seconded BPW Hawera.

Resolutions Chair Angela McLeod called for discussion

Discussion

- Parliamentarian Maureen Eardley-Wilmot explained how the vote worked, if vote for change and 2/3 majority is not reached you will not have a result.
- Chair Joan Bielby expressed concerned that vote could mean that there is nothing in the Constitution to set the voting in the future.
- Observer Pauline Edwards suggested that there are 3 variations – a mixture, fractions or percentages. We did not vote on the mixture of both.
- Resolution Chair Angela McLeod explained that the mixture is the status quo and you don't need to vote on that.
- Mona Townson BPW Warkworth asked about standing orders being suspended and how does this affect the voting at this time.
- Chair Joan Bielby suggested that it be left as status quo and a resolution be put to conference next year.

The motion was withdrawn by mover and seconder.

It was MOVED that the Standing Orders be reinstated

BPW Upper Hutt/
Central Hawkes Bay
CARRIED

13. General Constitution Resolutions

Resolutions Chair Angela McLeod took the Chair

- 1. Be it resolved that the New Zealand Federation of Business and Professional Women meeting in Conference in April 2013 accept the proposed new Constitution.**

President/PP Faye Gardiner

The **motion** was put and was
The vote was acknowledged by acclamation.

CARRIED unanimously

- 2. Be it resolved that the New Zealand Federation of Business and Professional Women meeting in Conference in April 2013 accept the alterations to the Finance Policy as a result of the Constitution Changes.**

President/Treasurer

Discussion

- PP/LM Joan Bielby explained why there is a need to remove Convenors from the Finance Policy.

- Observer Colleen Brooker asked that the word “will” be inserted before accepted.
- Parliamentarian Maureen Eardley-Wilmot approved the change.

Resolution to read

Be it resolved that the New Zealand Federation of Business and Professional Women meeting in Conference in April 2013 will accept the alterations to the Finance Policy as a result of the Constitution Changes.

The **motion** was put and was

CARRIED unanimously

- 3. Be it resolved that the New Zealand Federation of Business and Professional Women meeting in Conference in April 2013 accept the alterations to the Federation section of the Manual as proposed.**

President/Central Hawkes Bay

The **motion** was put and was

CARRIED unanimously

It was moved that the Constitution become effective immediately allowing the following;

Individual Members have a vote

Clubs have 1 extra vote

Life Members and Past Presidents can move resolutions

Call for nominations from the floor to accommodate changes to the Executive with the new position IT Administrator.

President/1st Vice President

The **motion** was put and was

CARRIED unanimously

Past President Faye Gardiner gave a vote of thanks to Joan Bielby as Chair of the Constitution Review Committee acknowledging her wealth of knowledge, time and resources. This document allows BPW NZ to move forward and everyone can participate.

Conference acknowledged this with acclamation and standing ovation.

Conference adjourned for the official Conference photo and morning tea at 10.30am and resumed at 11.10am.

14. President’s Vision

President, Carolyn Savage presented a Power Point of her Vision for BPW NZ.

Voting Strength 43 plus 2 postal votes

15. Emergency Resolutions

The Resolutions Chair extended the deadline for receiving emergency and late resolutions to the close of lunch Saturday. After that time she will meet with her committee to discuss the resolutions as per the new constitution.

Past President and Life Member Joan Bielby explained how the new Constitution and Manual affect the Emergency Resolutions.

16. Corrections to Conference Minutes

Corrections to Minutes

Pg 2 Apologies and Greetings –Honorary Life Member and Past President to be inserted before Anne Todd-Lambie

Pg 5 Convenors Reports – 2nd line change spelling to Robyn Davison.
Awards – change spelling for Alix Hayward to Haywood

Pg 6 Congress Report - 2nd line, add the letter “s” to Life Member and Past President.

Pg 11 BPW NZ Patron – correct spelling of the word ballot to ballot

17. Minutes of the 48th Annual Conference

It was MOVED that the Minutes of the 48th Conference of BPW NZ held in Pukekohe in April 2012, with corrections, be adopted as a true and correct record.

Warkworth/Franklin
CARRIED

Matters arising from the Minutes.

- Past President Dianne Glenn asked what had happened to the appointment of the BPW NZ Patron and Mentor.
- President Carolyn Savage explained that she took advice and had researched this looking for a suitable person with non-political affiliation. She had sent a letter to the Governor General's Wife. It has been a slow process.
- The Mentor had not been followed up.

It was MOVED that the Matters Arising be approved.

PP Dianne Glenn/VP Membership
CARRIED

Correspondence arising from Previous Conference.

- National Council of Women were sent copies of our Policy changes
- Letters were sent to all relevant MP's explaining policy passed at conferences from 2010 to 2012.
President Carolyn Savage has invited the MP's for disabilities, health and violence to communicate with us because of the CEDAW Report that we will be working on over the next 12 months.
- Copies of the letters are available for members to read.

It was MOVED that Outward Correspondence be approved and the Inwards Correspondence be received.

Central Hawkes Bay/Individual Members
CARRIED

President Carolyn Savage signed the Minutes.

Before beginning reports from Executive, President Carolyn Savage asked that all reports be taken as read.

It was MOVED that reports be accepted as read.

Warkworth/PP Faye Gardiner
CARRIED

18. Report of National President

President Carolyn Savage presented her report.

The report was opened for discussion.

The President MOVED the adoption of her report

President/Franklin
CARRIED

19. Report of 1st Vice President

1st Vice President, Janette Hudson spoke to her report. She reported that Taupo Club had closed and that Jenny Brittain was working hard to keep the Hibiscus Coast Club operating. There is hope that a new club will be formed in New Plymouth sponsored by BPW Hawera. The Constitution change has been a success for Individual Members at this conference. Janette spoke about her concerns that some members in clubs have not paid their subs and given no indication of resigning, one club has 22 un-financial members at this stage.

She thanked the Membership Taskforce Anita Devcich, Faye Gardiner, Erin Burt and Anita Scott.

The report was opened for discussion

Past President & Life Member Joan Bielby spoke about attending the Hibiscus Coast Scholarship Award dinner. There were 95 people present. The award was presented to the granddaughter of a founding member of BPW West Auckland.

Past President Dianne Glenn asked a question about the Clubs that have closed and that those who have contacts with the former members to invite them to become Individual Members. She hopes that the Taskforce will be identifying these women to follow this up. VP Membership Janette Hudson supported this action.

President, Carolyn Savage thanked Janette for her work as 1st Vice President and reported that no club closed during the 2012 year. This was acknowledged by acclamation.

The 1st Vice President MOVED the adoption of her report

1st Vice President/Central Hawkes Bay
CARRIED

20. Report of the Executive Secretary

Executive Secretary, Gail Littin spoke to her report. She reported on her role as Chair for the Pukekohe Relay For Life project and the amount raised from the Franklin District was \$211,000 this was \$50,000 more than raised in 2011. She thanked Joan Bielby, Angela McLeod and Carolyn Savage for mentoring her this year.

The report was opened for discussion

It was MOVED that the Report be adopted.

Executive Secretary/Franklin
CARRIED

President, Carolyn Savage thanked Gail for the hard work she has done. This was acknowledged by acclamation.

21. Report of Immediate Past President

IPP, Angela McLeod spoke to her report adding information about the Pay Equity Coalition Report.

The report was opened for discussion.

Past President Dianne Glenn congratulated Angela on her work and asked that she add the following to her report on pg 37 #2 The Optional Protocol on Disabilities.

Past President Maureen Eardley-Wilmot asked a question about the Public Toolbox and explained that she had attended the launch of Mei Chen's book and had a copy to donate to BPW NZ.

Angela asked that a vote of thanks to Maureen be recorded in the minutes.

It was MOVED that the Report be adopted.

IPP/Warkworth
CARRIED

President, Carolyn Savage thanked Angela for her continued involvement as Immediate Past President. She explained that the Executive have been a wonderful team this year and they have all "stepped up to the job". This was acknowledged by acclamation.

22. Report of Legislation Convener

Legislation Convener, Vicky Mee spoke to her report thanking Noeline Reisch, Anne Todd-Lambie, Angela McLeod and Dianne Glenn for their input and support. She spoke about the oral submission on the Family Court Procedures Reform Bill.

The report was opened for discussion.
President, Carolyn Savage commented on the oral submission and the fact that the panel liked our idea of an 0800 number.

It was MOVED that the Report be adopted.

Legislation Convenor/Franklin
CARRIED

23. Report of the Projects Convenor

Projects Convenor, Diane Dean thanked her committee congratulated all clubs that had entered projects for the awards.

All awards were presented at the Opening Dinner on Friday night. Recipients of the awards were:

Anne Todd Bell Issues Award	BPW Tamaki
Haywood Gavel & Stand Bulletin Award	BPW Doubtless Bay
Lorraine Harrison-Lee Candlestick Membership Award	BPW Hawera
Brooker Marketing Award	BPW Franklin
Daphne Chapman Award	Lorraine Cameron, BPW Tamaki
Community Achievement Award	BPW Huntly and Districts
Nepal Literacy Fund Award	BPW Kaitaia and BPW Cambridge
BPW Club of the Year	BPW Tamaki

It was MOVED that the Report without recommendations be adopted.

Projects Convenor/Hawera
CARRIED

Recommendation

That BPW NZ donate \$500 to Project 5.O and it is to be specifically ear marked for the Sylvia Salazar Salazar Nursing School.

Projects Convenor/PP Anita Devcich

Discussion

Past President Anita Devcich explained what the project was about.
Past President Joan Bielby explained about Sylvia Salazar Salazar and that the amount is not included in the budget so conference needs to wait to discuss this.

It was moved to defer the recommendations until after the budget report is presented.

PP & LM Joan Bielby/Hawera
CARRIED

24. Report of Programme Convenor

Programme Convenor Claire Gregson spoke to her report. She encouraged members to attend the Leadership Forum.

KTA Pins and Certificates were presented at the Opening Dinner on Friday night.

Bronze Pins to I have no record of Friday night

Silver KTA Helen Cook, Te Aroha Hoihia BPW Hawera, Elaine White BPW Upper Hutt

Gold KTA to Diane Dean and Claire Gregson BPW Huntly and Districts

A Gold KTA pin and certificate was presented to Lorraine Cameron on Saturday by President Carolyn Savage.

The report was opened for discussion.

It was MOVED that the Report be adopted.

Programme Convenor/Huntly & Districts
CARRIED

President, Carolyn Savage thanked Claire and Diane for all their work as Projects and Programmes Conveners. This was acknowledged by acclamation.

25. Report of Technology Convenor

Lorraine Cameron spoke to her report.
The report was opened for discussion

It was MOVED that the Report be adopted.

Technology Convenor/Tamaki
CARRIED

26. Report of the Treasurer

Treasurer, Elaine White presented her report.
She reported that \$427 has been donated from the Individual Members in TePuke from the Women on Wednesday programme they have been running.

The Treasurer MOVED that the financial report be adopted.

Treasurer/Upper Hutt
CARRIED

The Treasurer MOVED that the financial statement of performance be adopted.

Treasurer/IPP
CARRIED

Discussion

- Past President & Life Member Joan Bielby asked for detail of the special funds. Elaine was to organize printing of this for clubs to have later today.
- Past President Anita Devcich asked why the amount in the Promotional Fund is very high. Elaine explained that it is hoped that new clubs such as the one planned for New Plymouth will need this assistance.
- Sandra White BPW Kaitaia asked if the printing of new brochures will come from the Promotional Fund. The Treasurer confirmed this.
- Anita Scott BPW Hawera reported that the brochure needs new photos and updating before printing and this needs to be covered in the costs.

Treasurer, Elaine presented the 2014 Budget and opened it for discussion.

Delegates to Overseas conferences

Moved that the Registration be paid for one delegate to attend the BPW Australia Conference in November 2013.

Treasurer/Kaitaia

BPW Australia President asked to be able to speak to conference. She offered free registration to BPW NZ President to attend.

The motion was withdrawn and amended

Moved that the cheapest available airfare be paid for the delegation leader to attend the BPW Australia Conference.

Treasurer/Kaitaia
CARRIED

Moved that the registration and cheapest available airfare be paid for the delegate leader to attend the Leaders Forum and CSW in 2014.

Treasurer/PP Anita Devcich

Discussion

BPW International Asia Pacific Regional Co-ordinator Susan Jones explained that there is no registration fee for CSW and that the Leadership Summit would be of benefit.

The motion was amended

That the cheapest available airfare to CSW and registration to the Leadership Summit 2014 be paid for one delegate.

Treasurer/Central Hawkes Bay

Discussion

- Past President Anita Devcich asked for an indication of the costs and where will the funds come from? The Treasurer has not yet researched the costs, she explained that the money comes from the Overseas Travel Fund.
- Past President Anita Devcich explained that the Overseas Travel Fund is used for Congress and some members would see that Congress is more important than attending CSW which is expensive. She is concerned that this would deplete the Fund.
- Janet Gibb BPW Huntly and Districts asked what CSW is as a number of delegates are new to conference and don't know what it is about.
- IPP Angela McLeod explained that CSW is the UN Commission on the Status of Women and it will be the 58th session in 2014.
- Past President Maureen Eardley-Wilmot said that the topic for 2013 was Domestic Violence and asked what the topic for 2014 is.
- IPP Angela McLeod gave an indication of costs for 2013 \$US395 for the Leadership Summit. She believes that the cost will be similar in 2014.
- She spoke about the CSW Post 2015 agenda in that the millennium development goals that are due to finish in 2015. She indicated that the goals will not have finished by then. She spoke about the Component of Empowerment of Women in Business and in the workplace which is part of the agenda.
- She will find out what the Priority theme is and report back later.
- Past President Dianne Glenn spoke against the motion explaining that in the past member who attended got sponsorship or paid themselves to attend. This is an extra expense for the membership which is smaller in number and is a luxury. She believes it would be better for the delegate to go to Congress or the Asia Pacific Regional Meeting. If we are asking the President to go we need to help her get sponsorship or increase the membership to pay for this.
- Mona Townson, BPW Warkworth asked why Congress would be better value than going to CSW.
- Past President & Life Member Joan Bielby explained at Congress you can influence what the Federation does and the decisions they make. At CSW you listen to people say and how we can improve ourselves and it is really for Presidents. Despite thinking would be nice to see the President go she does support the funds being used for Congress, she doesn't believe that BPW NZ can afford this.

The motion was amended.

If additional funds can be found we support the President going and that the cheapest available airfare to CSW and registration to the Leadership Summit 2014 be paid.

Treasurer/PP Joan Bielby

- Past President Dianne Glenn gave details of a website Fundview to search for funding.
- Observer Pauline Edwards explained that BPW NZ could use their NCW membership link alongside the Ministry of Women's Affairs and to remember that BPW International also go to CSW so they could represent on our behalf.
- IPP Angela McLeod explained the BPW International has consultative status with the Economic and Social Council of the United Nations which means able to attend CSW and have a maximum of 20 delegates able to attend. NCW does not have this status. This event is so popular in BPW that delegates go in a ballot to be able to attend, there is no guarantee that the NZ delegate will be successful in the ballot to represent BPW International.

The amended motion was put and was

CARRIED with 1 against

Past President & Life Member Joan Bielby reminded conference that this is the time to discuss the recommendation from the Projects Convenor Report despite the item not being included in the budget.

Discussion

- Parliamentarian Maureen Eardley-Wilmot asked if the wording of the recommendation included the words ...”if funds are available...”
- Projects Convenor Diane Deans explained that the wording was not included but was happy to change the recommendation wording.

That BPW NZ donate \$500 to Project 5.O if sufficient funds are available. It is to be specifically ear marked for the Sylvia Salazar Salazar Nursing School in La Paz.

Projects Convenor/PP Diane Glenn

BPW International Asia Pacific Regional Co-ordinator Susan Jones offered to talk about the La Paz project. The vote was deferred until Sunday.

Past President Anita Devcich asked why GST was listed on some items and not others. Elaine explained that BPW NZ deregistered from GST in August 2012.

The Treasurer MOVED that the 2014 Budget be adopted.

Treasurer/President
CARRIED

The Treasurer MOVED that the Reviewer be Lennie and Associates, Chartered Accountants, Auckland.

Treasurer/Upper Hutt
CARRIED

President Carolyn Savage thanked Elaine for her work as Treasurer. This was acknowledged by acclamation by conference delegates

27. Report of President's Associate

MOVED the adoption of the report

President/Gisborne
CARRIED

President, Carolyn Savage thanked Shelia for her continued support. This was acknowledged by acclamation.

Conference adjourned for lunch at 12.45pm and resumed at 1.25pm

28. Nominations

President Carolyn Savage invited Past President & Life Member Joan Bielby to call for Nominations

Nomination for President	Carolyn Savage, BPW Franklin
Nomination for Vice Presidents	Vicky Mee, BPW Franklin
	Robyn Davison BPW Warkworth
Nomination for Executive Secretary	Gail Littin, BPW Franklin
Nomination for Treasurer	Elaine White, BPW Upper Hutt
Nomination for IT Administrator	Lorraine Cameron – BPW Tamaki

29. Panel Speakers

Paula Barton welcomed Bonita Bingham, Maakere Edwards and **Allie Hinemoa-Wahina**. The topic was “What Recognising the Treaty of Waitangi Includes”.

Immediate Past President, Angela McLeod chaired the question and answer session. She thanked the panel and presented them with gifts.

30. Address to Conference by IBPW Asia Pacific Co-ordinator Susan Jones.

Susan spoke about her activities over the past year. She finished with a quote "Snowflakes as individuals can do very little, together they can stop the traffic". Susan was thanked by Past President Maureen Eardley-Wilmot who presented her with a gift.

31. Address by BPW Australia President Marilyn Forsyth

Marilyn spoke about activities in Australia including Student Membership. She invited BPW NZ members to the BPW Australian Triennial Conference 15-17 November 2013. BPW Australian President Marilyn was introduced and thanked by President Carolyn Savage.

32. National Council of Women Report

Past President, Dianne Glenn presented an update of activities of NCW.

Conference adjourned for afternoon tea at 3.00pm and resumed at 3.30pm.

33. Emergency and Late Resolutions

IPP Angela McLeod took the chair. Two late resolutions were received and accepted by the Resolutions Committee for Conference.

1. That BPW NZ urge the New Zealand Government:

To respond to Clauses 37 and 38 of the July 2012 New Zealand "Concluding Observations of the UN Committee on the Elimination of Discrimination Against Women" to

- a) Revise the legal minimum age of marriage to 18 years without any exception for parental consent**
- b) Introduce legal measures to prohibit underage and forced marriages and promote measures to protect women harmed by polygamy and dowry-related violence.**

PP Dianne Glenn/Auckland

2. That the Nepal Literacy Award be renamed as "The Pauline Gapper Nepal Literacy Award".

Individual Members/PP Maureen Eardley-Wilmot

These are to be discussed on Sunday.

38. Address by Vice Presidential Candidates

Vicky Mee and Robyn Davison each addressed the Conference for 2 minutes on the topic: "My Vision for BPW NZ."

39. Membership Taskforce Workshop

1st Vice President Janette Hudson reported to conference the work of the Membership Taskforce. Delegates and observers moved into Regional Groups for discussion and brainstorming on Membership Issues. Janette thanked Past President Faye Gardiner for her wisdom and work on the membership taskforce and review.

Conference adjourned at 4.45pm and resumed Sunday 21 April at 8.30am

Voting Strength – 40 plus 2 postal votes

40. Resolutions

Resolutions Chair, Angela McLeod took the chair.

Resolution 1 BPW NZ Levies

That the 2014 levies to National be increased by no more than the New Zealand dollar equivalent of the International levy increase of €1.00 (one euro).

This resolution was passed when the budget was adopted as this amount is included in the budget.

Resolution 2 Individual Members and Awards

That a clause be added to The Policy numbered 8.11 to read:

THAT Individual Members may, either individually or as a group, nominate or be nominated for, and submit entries to the following annual awards:

**Daphne Chapman Award
Margery Toulson Award
Brooker Marketing Award
Community Achievement Award
Anne Todd Issues Award
Young Career Woman to Congress Award**

Proposed by PP Anita Devcich
Seconded by Individual Member

- Past President Anita Devcich explained the reasons for the resolution.
- Secunder Erin Burt spoke about a project that had been started before a club went into recess and carried on by Individual Members. They were not eligible for nomination for awards because the club no longer existed.
- Mona Townson, BPW Warkworth suggested this is an opportunity to reform clubs.

The **motion** was put and was

CARRIED unanimously.

Voting Strength – 43 plus 2 postal votes

Resolution 3. Distinguished Service Award

That a clause be added to The Policy numbered 8.12 to read:

THAT BPW NZ establishes an annual DISTINGUISHED SERVICE AWARD for a BPW member who has given long service and performance in any capacity to BPW NZ at Club level. Nominees must be nominated by their Club and be a current financial BPW member with active participation in club/clubs for at least five years.

Proposed by Technology Convenor
Seconded by PP Dianne Glenn

An **amendment** was put

That a clause be added to The Policy numbered 8.12 to read:

THAT BPW NZ establishes a DISTINGUISHED SERVICE AWARD for BPW members who have given long meritorious service in any capacity to BPW NZ at Club level for at least 10 years.

Meritorious service is demonstrated by a member who -

- **Has given long service and participation in any capacity for BPW at Club level for at least 10 years.**
- **Has consistently supported those in her BPW Club and BPW NZ leadership positions.**
- **Goes that extra mile (or 10 thousand) working in the background, enabling others to step up and move forward to higher levels.**
- **Above all, demonstrates commitment to the Aims of BPW.**

The **amendment** was accepted by the proposer and becomes the **substantive motion**

Technology Convenor, Lorraine Cameron explained how this Award would be different to the Daphne Chapman Award as it acknowledges a different type of leader within BPW Clubs. Seconder Past President Dianne Glenn explained that this resolution came from discussions at the Leadership Forum and recognises those members who often have high business commitments and do work hard within the club.

Open for Discussion

- Past President Faye Gardiner said that any club can nominate a member, sending the nomination to the committee. The members deserve recognition for their contribution.
- Raewyn Pennell BPW Kaitaia asked a point of clarification – can more than one award be given in any one year. Yes but only one per club.
- Christine Edney BPW Upper Hutt suggested that 10 years is too long.

Moved an **amendment** that the length of service be changed to 5 years.

BPW Upper Hutt/President

The mover accepted the amendment and this becomes the **substantive motion**.

THAT BPW NZ establishes a DISTINGUISHED SERVICE AWARD for BPW members who have given long meritorious service in any capacity to BPW NZ at Club level for at least 5 years.

Meritorious service is demonstrated by a member who -

- **Has given long service and participation in any capacity for BPW at Club level for at least 5 years.**
- **Has consistently supported those in her BPW Club and BPW NZ leadership positions.**
- **Goes that extra mile (or 10 thousand) working in the background, enabling others to step up and move forward to higher levels.**
- **Above all, demonstrates commitment to the Aims of BPW.**

Open for Discussion

- Gillian Bray BPW Warkworth spoke against this change as she believes that an award for long service should be for 10 years.
- Anita Scott BPW Hawera spoke in support of 5 years as young women and new members tend to work hard for 5 years and then move on as their motivation has changed within the club.
- Past President Faye Gardiner spoke against the amendment stressing that distinguished service requires the club to look at the women who have working now for longer than 10 years, 5 years is reducing the value of the award.
- Alison Ludlow BPW Central Hawkes Bay spoke in support of 5 years.
- Programme Convenor Claire Gregson asked for clarification of the award being presented for continuous service.
- The mover clarified that the award will be for continuous service.
- Mona Townson BPW Warkworth explained that the recipients could be eligible for one of the existing awards and that Distinguished Service should be for something else instead of good work in the club.
- Erin Burt Individual Member spoke against this amendment as clubs have the ability to recognise service within the club. This is about a national level award and she supports 10 years for the Award.
- Parliamentarian Maureen Eardley-Wilmot explained that the amendment is the substantive motion and that someone can put an amendment to change the number of years if they wish.

Moved an **amendment** that the length of service be changed to 10 years.

Individual Member/Executive Secretary

- Past President Dianne Glenn asked a point of clarification about what is continuous service – does it take into account young women who leave the club for commitments and then return to the club at a later date?
- Erin Burt Individual Member clarified this as they can now continue as an Individual Member under the amended Constitution.
- Hellen Swales BPW Upper Hutt suggested that this award could be used as a marketing tool and that young women are transient, multicultural and about now not 10 years.
- Right of reply deferred until after the vote.

The **amendment** was put to the vote and was

LOST
15 For / 26 Against

The mover exercised her right of reply.

The **substantive motion** was put to the vote and was

CARRIED with 1 against

Resolutions adjourned

President, Carolyn Savage resumed the Chair.

41. Guest Speaker

Sue Davidson, General CEO Stratford District Council was introduced by Christine Corrigan and thanked by Past President Dianne Glenn. Her topic was “Leadership Through Change”.

42. Resolutions Resumed

Resolutions Chair, Angela McLeod took the chair.

Resolutions Laid on the Table.

1. Conference 2010: Resolution 14 Select Committee Process when Bills are Accorded Urgency.

That the New Zealand Federation of Business and Professional Women Inc. urges Parliament to change Standing Order #280 to allow the select committee process to be used when bills are accorded urgency.

Moved by President BPW NZ

Moved that the resolution be lifted and withdrawn.

IPP/Treasurer
CARRIED

2. Conference 2011: Resolution 3 BPW NZ Membership Categories

That BPW Clubs are encouraged to adopt associate and student membership categories that provide for different participation levels, with membership fees set accordingly.

Moved by Vice President Membership

Moved that the resolution be lifted and withdrawn.

President/Individual Member
CARRIED

Resolutions adjourned

President, Carolyn Savage resumed the Chair.

43. Nepal Report

Individual Member Diana O'Brien thanked clubs for their continued support of the Literacy Project. She updated delegates with news of the activities that Nepal Clubs are doing including a memorial service they held for Past President & Life Member Pauline Gapper.

She suggested that there could be a network of holiday homes set up via the BPW NZ website with proceeds going to the Nepal Fund and spoke about fundraising activity ideas to be linked to

Candlelighting. Diana asked clubs to report to her throughout the year so that she can provide information for the website to keep members up to date.

President Carolyn Savage presented the Mei Chen book to Mona Townson BPW Warkworth to read first.

Conference adjourned for morning tea at 10.25am and resumed at 10.45am

44. Guest Speaker

Trish Green was introduced by Helen Cook BPW Hawera and thanked by Past President Anita Devcich.

Her topic was the "It's Not Ok" campaign against domestic violence.

45. CSW and BPW International Leadership Forum 2013 Report

IPP Angela McLeod BPW International Director of Public Relations and International President's Executive Assistant presented her report.

Susan Jones publically thanked Angela for the organization of the meetings, they were well run and the best she has attended in all the years she has been going to them.

Voting Strength – 39 plus 2 postal votes

BPW Gisborne delegates left conference.

46. Announcement of Elections

The Parliamentarian announced the result of the election for BPW NZ Executive

President	Carolyn Savage
1 st Vice President	Vicky Mee
2 nd Vice President	Robyn Davison
Executive Secretary	Gail Littin
Treasurer	Elaine White
IT Administrator	Lorraine Cameron

It was MOVED that the voting papers be destroyed

PP Maureen Eardley-Wilmott/PP&LM Joan Bielby
CARRIED

47. Emergency and Late Resolutions

Resolutions Chair, Angela McLeod took the chair.

Two Emergency Resolutions were received and accepted by the Resolutions Committee.

The Age of Marriage

That BPW NZ urge the New Zealand Government:

To respond to Clauses 37 and 38 of the July 2012 New Zealand "Concluding Observations of the UN Committee on the Elimination of Discrimination Against Women" to

- 1 Revise the legal minimum age of marriage to 18 years without any exception for parental consent**
- 2 Introduce legal measures to prohibit underage and forced marriages and promote measures to protect women harmed by polygamy and dowry-related violence.**

**Moved PP Dianne Glenn
Seconded BPW Auckland**

Opened for Discussion

- Hellen Swales BPW Upper Hutt asked a point of clarification – What will be done about the women who are sent overseas for forced marriages?

- Resolutions Chair Angela McLeod explained that we need policy so that BPW can address the Marriage Bill which is in the ballot to be drawn. The policy is so that we can make submissions to address this sort of issue.
- Deborah Andrew BPW Franklin asked about young women 16-17 years old who are pregnant and want to marry.
- Response – The Bill will allow a Court Judge to make the decision.

The **motion** was put to the vote and was

CARRIED with 3 against

That the Nepal Literacy Award be renamed as “The Pauline Gapper Nepal Literacy Award”.
Moved Individual Members
Seconded PP Joan Bielby

The **motion** was put to the vote and was

CARRIED unanimously

Resolutions Chair Angela McLeod reminded delegates that resolutions passed at BPW International Congress are BPW NZ resolutions as well and can be used by clubs to address issues and lobby at a local level.

Resolutions to BPW International will be presented after lunch.

Resolutions adjourned

President, Carolyn Savage resumed the Chair.

48. Raffles results

\$385.00 was raised for the Pauline Gapper Nepal Literacy Fund.

\$615.00 was raised from the conference committee raffle sales.

Te Aroha Hohia thanked the sponsors for their contributions to the raffle prizes.

PP President Anita Devcich asked if delegates could put in a proxy vote if they have to leave conference early.

Parliamentarian Maureen Eardley-Wilmot explained that a delegate only has a vote while they are present at conference.

Conference adjourned for lunch at 12.25pm and resumed at 1.00pm

Voting Strength 37 plus 2 postal votes

49. Project 5’O Report

BPW International Asia Pacific Regional Co-ordinator Susan Jones spoke about the La Paz Nursing Home project. She has been 5 times to La Paz. There is a scholarship set up for the BPW Clubs to support. It costs US\$120 per term for fees. She encouraged BPW NZ to continue to support the nursing students.

50. Congress Report

BPW International Asia Pacific Regional Co-ordinator Susan Jones spoke about the plans for Congress 23-27 May 2014 to be held in Je Ju Korea. The name Je Ju means Island of Women. She showed a DVD of the venue.

51. Presentation of 25 year Membership Certificates

VP Membership Janette Hudson presented certificates to the following members

BPW Huntly & Districts	Judy Perry
BPW Central Hawkes Bay	Betty Ellis
	Faye Davidson (41yrs)
	Lesley Henderson

BPW Doubtless Bay: Priscilla Hokken
Leslie Whitehorn

President Carolyn Savage presented a gift and flowers to Life Member and Past President Joan Bielby, thanking her for her work on the Constitution and Manual. This was acknowledged by acclamation and standing ovation.

52. Resolutions continued

Resolutions Chair, Angela McLeod took the chair.

She reported that 5 resolutions will be submitted to BPW International once the wording has been altered to meet the requirements for BPW International or Affiliates

Resolution 1: That Congress is shared around the regions and also sharing of the sub regional meeting for Asia Pacific.

Resolution 2 (supports the BPW Australia resolution): For extra funding for the Asia Pacific Co-ordinator to allow for 11 time zones in this region and travel costs are high.

There are 3 resolutions about Disabilities: PP President Dianne Glenn explained the 3 resolutions.

Resolutions Chair, Angela McLeod explained that Executive need support and mandate to submit 5 resolutions.

The **motion** was put to the vote and was CARRIED

President Carolyn Savage resumed the Chair.

53. General Business

a) Ratifying Resolutions to NCW
Age of Marriage Resolution

The NCW meeting this year is an AGM they will not be changing policy.

PP Dianne Glenn explain that it is still important to send the resolution so that both organisations can work together on lobbying.

The **motion** was put to the vote and was CARRIED

b) The Amended Constitution is to be sent by the Executive to the Incorporated Society to be ratified.

PP & LM Joan Bielby explained the process and recommended that it be sent as an amendment. President Carolyn Savage thanked the Constitution Committee for their work.

c) Project 5.O Recommendation

That BPW NZ donate \$500 to Project 5.O if funds are available. It is to be specifically earmarked for the Sylvia Salazar Salazar Nursing School in La Paz.

**Moved Project Convenor
Seconded Executive Secretary**

The **motion** was put to the vote and was CARRIED unanimously

d) Delegates to BPW Australia Conference 15-17 November 2013
A show of hands was asked for those who hope to attend the Conference they include PP Anita Devcich. IPP Angela McLeod will be there as BPW International PR Manager and President Carolyn Savage is going.

BPW Australia President Marilyn Forsythe extended an invitation to all present hopes that more people will be able to attend.

- e) BPW Australia President Marilyn Forsythe passed on thanks for messages of support to Trish Clifford for Mary Louise who has been unwell.
- f) BPW International Asia Pacific Regional Co-ordinator Susan Jones extended an invitation for BPW NZ members to attend the BPW Sri Lanka 20th birthday meeting in August.

54. Address from BPW Czech Republic

Ivana Watson spoke about her role in HR Management and issues for women in the Czech Republic.

She was introduced by President Carolyn Savage and thanked by PP & LM Joan Bielby.

55. 2014 Conference Promotion

A presentation was made by BPW Upper Hutt promoting Conference 2014 in Wellington. Proposed date 25-27 April 2014, proposed venue Grand Chancellor The Terrace, Wellington. The Conference will celebrate 75 years of BPW NZ and 50 years since the first AGM Conference being held.

There was no promotion for the 2015 Conference.

56. Conference Close

Conference Planning Committee and Helpers

President Carolyn Savage asked the Hawera committee members to come forward. She thanked them for the fantastic job they had done organising the conference. She thanked Te Aroha Hohaia for her role as MC and thanked Paula for co-ordinating the committee. She presented them gifts. Conference delegates acknowledge the committee with acclamation.

She thanked the Scrutineers who worked over the weekend.

She thanked the Timekeepers, especially thanking them for keeping the conference running to time. Carolyn thanked the student helpers who gave up a weekend of their holidays to help at conference.

Carolyn thanked Parliamentarians Maureen Eardley-Wilmot for her guidance and support for the duration of conference. She thanked Life Member and Past President Joan Bielby for her continued support of the Executive and Conference.

Te Aroha Hohaia introduced the catering staff and thanked them for their wonderful meals over the weekend. This was acknowledged by acclamation.

Retiring Executive Members

President, Carolyn Savage thanked retiring Vice President Janette Hudson. She presented her with flowers and a gift.

President, Carolyn Savage thanked the retiring Programme and Project Convenors Claire Gregson and Diane Dean who have contributed to the running of BPW for three years. She presented them with flowers and gifts.

Carolyn thanked all other Executive Members and presented them with gifts.

She introduced the new Executive to Conference

57. Installation of Incoming Officers and Convenors.

The following were declared to be the Executive Officers for BPW NZ for the 2013 - 2014 year:

President Carolyn Savage – Franklin
1st Vice President Vicky Mee - Franklin
2nd Vice President Robyn Davison - Individual
Executive Secretary Gail Littin - Franklin
Treasurer Elaine White – Upper Hutt
IT Administrator Lorraine Cameron - Tamaki
Imm Past President Angela McLeod – Upper Hutt
This was acknowledged by acclamation.

58. Conference Closing Remarks

- President Carolyn Savage thanked all delegates who attended the pre-conference meeting that was held on Friday which in turn made the conference such a success.
- She expressed the organization has not reached its “Used by Date”, it is full of flavor and getting better with age and has as much importance when it began in 1939 as it does today, being the voice for women.
- Identified the new opportunities for members to become involved in different areas with the development of the various taskforces.
- Identified the projects the Women Empowerment Principles (WEP’s) and following the presentation at conference on “Its Okay to help” project to put the fence at the top of the hill, not the ambulance at the bottom where this provides BPW NZ to be leaders in the business sector.
- Recognition was extended to a WEP’s signatory Amatil Coca Cola (NZ) Ltd who are developing a specific young women’s leadership Award to send a young woman leader to New York 2014.
- Noted the opportunities for YoungBPW members with BPW International awards.
- Expressed the roles of the Executive are only successful when working with the whole membership and that the Executive was there for the members.
- Acknowledged the Constitution committee and Chair Joan Bielby and Lorraine Cameron for all the work and long hours in its production.
- The successful outcome of the Constitution allowing Individual membership full vote (as a club) and hold Executive positions. The student membership providing the opportunity for clubs to encourage young women to become involved and utilize the KTA and mentoring of these young women.
- Finally, President Carolyn Savage thanked everyone for their participation, looked forward to seeing them all in 2014 and wished everyone a safe trip and invited Parliamentarian Maureen Eardley-Wilmot and Past President & Life Member Joan Bielby to blow out the candles.

This was acknowledged by acclamation.

Executive Secretary Gail Littin read a poem.

Te Aroha Hohaia closed conference with a Karakia.

Parliamentarian Maureen Eardley-Wilmot, noted the thanks extended to everyone and that special thanks to be extended to President Carolyn Savage for a successful conference. This was acknowledged with acclamation.

Conference concluded at 2.25pm

Signed as a true and correct record

Chair:.....

Date:.....