

NEW ZEALAND SOCIETY OF NOTARIES INCORPORATED
MINUTES OF THE ELEVENTH ANNUAL GENERAL MEETING

held by Zoom
on Tuesday, 27 September 2022 at 2pm

In attendance:

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| 1. Ammundsen, Vicki | 10. Hibbitt, Terry | 19. Richards, Wayne |
| 2. Balu, Kanti | 11. Hucker, Jeremy | 20. Robinson, Sandie |
| 3. Cambridge, Warwick | 12. Hutton, Julie | 21. Scannell, Mike |
| 4. Du Toit, Nicolene | 13. Ironside, Sue | 22. Stewart, Bruce |
| 5. Eades, Bob | 14. Loo, Arthur | 23. Thomas, Don |
| 6. Galt, Jim | 15. Lord, Ken | 24. Tohill, Ben |
| 7. Germann, Stewart (Chair) | 16. Macdonald, Jayne | 25. Wong, Phillip |
| 8. Glengarry, John | 17. Mazengarb, Allen | |
| 9. Guo, George | 18. McKenzie, Tania | |

Minutes: Tracey Merlini

The meeting was opened by the President at 2.02pm who welcomed all to the 11th Annual General Meeting via Zoom. With 25 members in attendance, he noted that a quorum was established.

1 Apologies

The President noted a list of apologies which he advised the Secretary would distribute with the minutes. They included:

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| 1. Argyle, Alister | 12. Lowcay, Quentin | 23. Nicoll, David |
| 2. Coupe, Tony | 13. Lynch, Greg | 24. Palliser, Brian |
| 3. Fortune, Tony | 14. Macalister, Alan | 25. Peart, Sally |
| 4. Gibson, Chris | 15. Mathieson, Fiona | 26. Pollak, Garry |
| 5. Hadley, Colin | 16. McDonnell, Greg | 27. Short, David |
| 6. Hanning, John | 17. McKenzie, Tania | 28. Todd, Graeme |
| 7. Hart, John | 18. McIntosh, John | 29. Wilson, Richard |
| 8. Howie, Richard | 19. Miller, Roger | 30. Wiltshire, John |
| 9. James, Kathryn | 20. Milne, Simon | 31. Wong, Steve |
| 10. Jones, Peter | 21. Montgomery, Jane | |
| 11. Kirton, Jayne | 22. Moore, Chris | |

Before moving on to the main items on the agenda the President asked that if there were any notaries who knew of any members passing on this year, please speak up or advise the Secretary. To the Council's knowledge there were none since the last AGM; however, a few had retired.

2 Minutes of 2021 AGM

The minutes of the 2021 AGM were made available for members to review. The President moved that the 2021 AGM minutes be accepted.

Moved: Stewart Germann

Seconded: Mike Scannell

Carried

3 Matters arising from 2021 minutes

There were no matters arising.

4 Adoption of President's Report

The President reviewed his annual report to the Society and summarised the main points.

- (a) He noted that Council was now meeting monthly by Zoom and that helped with a more efficient process and kept matters progressing.
 - (b) Council was constantly focussing on education and he reminded members of the example videos and precedents that have been made available on the Society's website. Council welcome further examples. Members should send any examples they have through to the Secretary.
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- (c) The accounts were in a healthy position. It should be noted an error in the figures reported in President's report. Surplus as at 31 March 2022 should be \$79,026.76 as detailed in the financial statements.
- (d) The latest edition of the e-zine *Notary World* was recently published by the Common Law Association of Notaries. The President noted Ken Lord as editor and encouraged notaries to send any articles they would care to write to him for consideration in future publications. The link to *Notary World* is sent out to members by the Secretary and is also posted on the Society's website.

Having read his report the President asked if there were any matters for discussion.

- (i) Bob Eades requested a list of notaries who had recently retired as he was aware, like himself, that many are of an age where they are conducting very few notarial acts. He wished to be aware of notaries who were available (or not) so he could refer enquiries on. Bruce Stewart advised that the best way to see which notaries were available was to visit the Society's website where there is a list of notaries currently available. He further advised that he understood that any notaries who were retired were taken off this list. The Secretary confirmed that this was correct. Bob also wished to convey apologies that due to his poor health recently he had not carried out any work on further precedents.
- (ii) Mike Scannell wished to clarify whether the error in the surplus funds was contained in the President's report or in the financial statements or both. The President confirmed the financial statements were correct and that the error was only in the President's report.

There being no further discussion in relation to the President's Report he moved that it be accepted.

Moved: Stewart Germann
Seconded: Ken Lord

Carried

5 **Annual accounts for the period 1 April 2021 to 31 March 2022**

The President advised that the annual accounts had been prepared by the Society's auditor Owen Williams and he wished to acknowledge Owen's continued assistance. He noted surplus funds of \$79,026.76, an increase of \$19,118 from last year owing to reduced expenses.

The President asked if there were any queries in relation to the accounts. No questions having been raised, the President moved that the annual accounts for the period 1 April 2021 to 31 March 2022 be approved.

Moved: Stewart Germann
Seconded: Mike Scannell

Carried

6 **Election of Council**

The President advised that there were no nominations for Council received other than from the existing Councillors therefore no voting was required and the Council was announced for the coming 2022/2023 year:

1. Stewart Germann of Auckland
2. Don Thomas of Auckland
3. Allen Mazengarb of New Plymouth
4. Bruce Stewart of Palmerston North
5. Michael Scannell of Wellington
6. Julie Hutton of Christchurch

The President confirmed that Council will continue to co-opt Ken Lord of Christchurch to assist with representation in the South Island.

The offices of President, Vice President, and Treasurer will be subject to election of those roles at the next Council meeting to be held after the AGM.

7 **General Business**

The President opened the meeting for any items of general business.

- (a) Bruce Stewart advised that Council were looking into PI insurance for the members. In particular, members, who like himself, were retired from legal practice and not covered any more by their firm. It would not be compulsory but highly advisable for notaries not covered to take cover.
- (b) Mike Scannell wished to draw to members' attention to the notice which went out some time ago about weird and wacky documents; the likes of *Affidavits of Life*. Mike was curious as to how many had encountered such documents and wished to take this opportunity to remind notaries to reject witnessing signatures on such documents.

There being no further business for general discussion, the President thanked all for attending and wished to extend a special thanks to Council for all their hard work and to Tracey as Secretary. He drew the meeting to a close at 2.23pm.