

**ANNUAL GENERAL MEETING**  
**Waiapu Cathedral Parish of St John the Evangelist, Napier**  
**Sunday 26 March 2023 at 11.30am**

**MINUTES**

1. Opened at 11.40 by Dean Di Woods with Opening Prayer
2. a) **Attendance** – Quorum declared - *Dale Meredith, Elizabeth Paterson, Anna Zohrab, Robin Gwynn, Richard Harris, Susan Wylie, Marie Knight, Kerry Tattersall, Deborah Broome, Kay Memmott, Alison Thomson, Diana Thompson, Jennifer Harris, Jan Martin, Esme Heise, Helen Berry, Judith Howlett, Roger Parr, Linda Harris, Keith James, Pam Metcalf, Nik Krawchenko, Rev'd Sue Matthews, Norma Smith, Malcolm Smith, Jenny Beale, Helen Kappatou, Janine Melville, Rev'd Dorothy Brooker, Edward Dunn, Salme Dunn, Gloria Robertshawe, Jill King, Christine Scott, Anthony Tattersall, Susan John, Sue Myles, Lyndsay Browne, Christine Kerr, Pip Brooker, Wendy Probert, Rev'd Jenny Chalmers.*  
b) Tabling of Electoral roll - checked.
3. **Apologies:** *Jenny Baker, Philip Baker, Julie Burt-Andrews, Rae Towers, Graeme West, Deryck Olsen, Wendy & Bill Bennett, Lesley Carthew, Clair Barrie, Marie David, Jeanie Ayson, Kate Hartland, Ross Corbett, Diane & Ian Hopson.*  
*Motion:* Dean Woods moved that attendance and apologies registers be accepted -carried.
4. **Minutes of previous AGM held on 20 March 2022**  
These had been available on board at back of nave and on website.  
  
*Motion* for adoption of the minutes : Alison Thomson/Anna Zohrab - carried
5. **Matters Arising: Appointment of Dean's Warden**  
Dean Di Woods said that the Deans' Warden role was noted as vacant at the last AGM. The co-wardens Richard and Linda Harris were appointed by Dean Woods in July; Dean Woods clarified that they have one vote on Vestry.
6. **Presented Reports:**
  - a) **Dean's Report** - in booklet and on website. Dean Woods read some of the list of the many people and groups she is particularly grateful for. And the need to continue to bridge into the civic space - we are a parish for parishioners, and a cathedral within the city and diocese. She highlighted the work of the earthquake committee - in early stages and next year is when we will focus more on this.  
*Comments:* Anna Zohrab asked about visiting the Deanery without transport, and received an invitation from Dean Woods to walk up with her one Sunday.

*Motion* to accept the report: Moved/Sec: Dean Woods/Wendy Probert - carried

b) **Warden's Report** from Alison Thomson, Linda and Richard Harris taken as read.

*Motion* to accept report: Moved/Sec: Alison Thomson/ Richard Harris - carried.

**c) Treasurer's Report**

**i) Financial accounts for year ending 31 December 2022**

Lyndsay Browne, Chartered Accountant, is now the Treasurer, A summary of the accounts were provided to parishioners; copies of the detailed financials are available also. She highlighted that parish giving is down on the previous year; expenses are up this year as two clergy were here for a full year, and we get an allowance for these. Property expenses up a bit, but selling previous deanery will assist the financial position. Loan from Diocese Board is being repaid. She suggested that carpark rents are in line with 2022, but now builders are working next door 12 carparks are being relinquished to the demolishers and builders. Lyndsay acknowledged the good work of the previous Treasurer; also the Diocese staff who have worked under huge pressure to deliver the financials.

*Motion* to accept Treasurer's report. Moved/Sec - Richard Harris/Linda Harris - carried

Correction from Jenny Chalmers that she receives a stipend not a salary as stated in the report. This will be corrected.

**Accounts** - Full accounts are now available and will be audited by Diocese auditor.

*Motion* to accept the accounts. Moved/Sec: Lyndsay Browne/Alison Thomson - carried

**ii) 2023 Budget**

2020 budget has been reviewed and accepted by Vestry.

*Motion* to accept the budget. Moved/Sec: Wendy Probert/ Christine Kerr - carried

Lyndsay commented that the Diocese office asked that the AGM approve the roofing work as an \$498,000 expense. Dale Meredith questioned if the expenditure was in the 2022 year, as we cannot approve expenditure in retrospect. Dean Woods proposed that the treasurer and vestry question this request, rather than approving it with less than 48 hrs notice.

**7. Other reports**

There were 17 reports provided and displayed at the back of the nave and progressively uploaded to the website and these were to be taken as read. Other reports that have come in within 24 hours (finance summary) will be added today. Folder of reports will be left at back of nave.

*Motion* that reports be accepted: Moved/Sec: Lyndsay Browne/Jan Martin - carried

**8. Elections**

After 18 years Alison Thomson is stepping down as People's Warden and Synod Rep.

Dean's Wardens - Linda and Richard Harris continue as Dean's Warden - they share the role and have one vote on Vestry.

a) People's Warden

Sue John is the sole nomination

b) Synod Rep

Susan Wylie is the sole nomination.

c) Vestry Members

According to Canons and Statues, Vestry can be between 3 and 10 people. Vestry discussed this and believe that 10 plus wardens, plus at times the earthquake committee chair and treasurer, would be too large for practical meetings. During the week two nominees withdrew so nominations were at 8.

*Motion:* That the parish will elect 8 Vestry members maximum. Moved/Sec:  
Jennifer Harris/ Marie Knight - carried.

### **Standing down from Vestry**

Denise Wheeler, Rae Towers and Paul Anderson (Treasurer) have stood down from Vestry. Also not standing again are Pip Brooker after 9 years and Alison after 18 years. Alison spoke briefly on her time in vestry over the years.

## **9 General business**

*Motion by Alison Thompson: That this parish adopt a guideline that the maximum continuous time on Vestry should be 6 years followed by at least a one year break.*

Alison explained that this enables Vestry members time to get used to get to grips with what is involved in being on vestry and a chance to make a valuable contribution to the life of the church. She also clarified that planned succession for members is good practice.

Seconded: Marie Knight - carried.

## **10 Closure - 12.15pm**