

AGENDA

NZFIA AGM

Name:	NZFIA
Date:	Thursday, 28 March 2024
Time:	2:15 pm to 2:24 pm (NZDT)
Location:	BNZ Business Centre Highbrook, 86 Highbrook Drive, East Tamaki, Auckland
Committee Members:	Des Walsh (Committee Chair), Blair Elliot, Brendan Chillingworth, Dexter Hyland, Jamie TeRangi
Attendees:	Kylene Schlebusch, Member From the Floor, Rodney Grant

1. Opening Meeting

1.1 Welcome

2:15 pm (2 min)

Des Walsh

Welcome from Des Walsh, President as the chair of the AGM.

Rodney Grant, CEO will drive the formalities.

Supporting Documents:

1.1.a Agenda of NZFIA AGM 2023.pdf

1.1.b Notice of NZFIA AGM 2023.pdf

2. Apologies

2.1 Apologies Recorded

2:17 pm (1 min)

Rodney Grant

None received, Proxies received from:

Mark Hill	Jungheinrich New Zealand
Brendan Chilingworth	TVH
Blair Elliott	AB Equipment
Craig Malanaphy	Centra Forklift
Jason Kelly	PTS Logistics
Glen Bell	Centra Forklift
Carl Gourdie	Halbro Forklifts Limited
Stan Chesswas	Tasman Training
Mark and Angela Tingley	North Island Forklifts
Brad Stephenson	Southland Forklift Hire
Darren Cottingham	TR Group

Fred Furlani	Cascade NZ Ltd
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3. Minutes of Previous AGM

3.1 Confirm Minutes of 2021 AGM

2:18 pm (1 min)

Rodney Grant

Confirmation the minutes of the 2022 AGM were recorded correctly and are a true and accurate record.

Supporting Documents:

3.1.a Minutes : NZFIA AGM 2022 - 4 Oct 2022

4. Matter Arising

4.1 Any Matters Arising

2:19 pm (1 min)

Rodney Grant

Any matters arising from the previous minutes should be forwarded to the CEO for publishing.

Nil received

5. Financial and Presidents Report

5.1 Presidents Report

2:20 pm (10 min)

Des Walsh

Despite facing challenges over the past six years, the New Zealand Forklift Industry Association Inc (NZFIA) has remained resilient and focused on its mission. With limited financial resources, the dedication and commitment of our members have kept us moving forward. While growth opportunities may have been scarce, we have continued to advocate for our industry.

In reviewing our operations, we have recognized the need to adapt and evolve. Therefore, we are excited to announce that NZFIA will integrate as a Forklift Industry sector within the Hire Industry Association of New Zealand Inc (HIANZ) starting April 1st, 2024. This strategic move ensures the sustainability and strength of our industry voice moving forward.

By joining forces with HIANZ, we gain access to a broader network of resources, expertise, and opportunities for collaboration. This integration opens up new avenues for growth and development, allowing us to better serve our members and the industry as a whole whilst focusing on a new strategic plan.

Together, as part of HIANZ, we look forward to shaping the future of the forklift industry in New Zealand and continuing to uphold the highest standards of excellence and professionalism. Our journey may have had its challenges, but with this transition, we are poised for a brighter and more prosperous future.

There is some steps to take to enact this integration.

Association needs to hold a physical AGM and as part of the agenda, to put forward a motion to make the change. (This is 28th March, see below.)

At the AGM another motion is put to the membership to change their membership from NZFIA to HIANZ effective 1 April 2024.

Further to this motion, the membership will need to vote on retaining current board members to oversee, authorise and sign off the integration. This will take up to a year whilst final accounts and

taxation are finalised.

A further email will be sent out to members to confirm their transition over to HIANZ for the next financial year (01 April 2024 – 31 March 2025).

A further special meeting is called 30 days after the AGM to confirm the resolution to integrate into HIANZ (2nd May 2024, see below).

Following this special meeting and resolution for the change, the board and admin team will see the affairs of the association merged into HIANZ and finalising of accounts etc.

Key dates we are working to are listed below, with official notices and motions linked below to our website.

5 March 2024 (today) Notice of AGM called.

12 March 2024, Information zoom meeting 1pm, explaining the changes and steps moving forward- join here NZFIA Information zoom meeting link

28 March 2024, AGM Thursday – 2pm at BNZ Highbrook Business Centre, Tamaki Room, Auckland.

2 May 2024, Special general meeting to confirm the resolution.

The NZFIA cordially invites you to attend the AGM in person on 28 March 2024 at BNZ Highbrook Business Centre in Auckland, please find Notice of AGM, Agenda, Proxy Form and other documentation on our website. You can download these documents here

<https://nzfia.org.nz/news-and-events/agm/>

The future is strong for our sector under the management of HIANZ. Day to day operations and strategies do not change, the same team are promoting the interest of the association. There will be little to no difference in the work we have done to date.

Thank you to all our members for your unwavering support and dedication.

5.2 Accounts for year ending 31 March 2022

2:30 pm (5 min)

Rodney Grant

Financial Report on the position of the Association from PR Accounting

CEO Notes:

Revenue - Though membership slowly grows we are not getting the penetration we need in the wider fringe markets.

Revenue - Silvercard Forklift Training is developed to assist the revenue stream of the Association in creating the guidance and safety awareness/improvement campaigns. This has not got realised its potential yet.

Expenses - Administration is the fee we pay HIANZ to run our admin team and the expenses around the GPG build.

Expenses- Silvercard, this is the development costs associated with getting the course built, moderated and signed off by the WDC and Competenz.

Expenses - Website - this is the operation of our existing site and some of the cost of the construction of our new site, hopefully up and running in the next month.

Net loss before tax = \$107,286.00 FY. This is all sitting as a debt only with HIANZ. No other creditor is owed anything.

Balance sheet:

Current Assets - Prepayments is the figure being forwarded into the new financial year for training program build.

Liabilities - Creditors - This is all to HIANZ. They are financially supporting the build and implementation of our training program.

Retained earnings show us in negative position of \$108296.00.

Supporting Documents:

5.2.a New Zealand Forklift Industry Association Incorporated - 2023 - IR9.pdf

5.2.b New_Zealand_Forklift_Industry_Association_-_Members_Annual_Financial_Statements.pdf

6. Setting of 2021/2022 Subscriptions

6.1 Motion to wind up the Association

2:35 pm (1 min)

Des Walsh, Rodney Grant

The Board of Directors of the New Zealand Forklift Industry Association Inc. (NZFIA), wish to submit the following motion to members of NZFIA for voting and adoption at the Annual General Meeting of the Association, being held on the 28th March 2024.

Motion:

That rule 22 of the New Zealand Forklift Industry Association Inc. rules (constitution) be enacted as follows and the Association is merged into the Hire Industry Association of NZ Inc. (HIANZ) and the affairs of the association are wound up, distributing all assts to HIANZ.

Rule 22 Liquidation

22.1 The Association may be put into liquidation in the manner provided by section 24 or section 25 of the Act.

22.2 Upon such liquidation, the assets of the association shall, after payment of all liabilities, be disposed of in such manner as the members shall determine, provided that they shall not be divided amongst the members but shall be distributed amongst some body or bodies having similar aims to those of the association.

Reason for this Motion:

1. Despite facing challenges over the past five years, NZFIA has remained resilient and focused on its mission. With limited financial resources, the dedication and commitment of our members have kept us moving forward. While growth opportunities may have been scarce, we have continued to advocate for our industry.
2. Operating costs of administering the Association are in excess of the revenue opportunities and the association finds itself in an unsustainable financial position.
3. This strategic move ensures the sustainability and strength of our industry voice moving forward.
4. By joining forces with HIANZ, we gain access to a broader network of resources, expertise, and opportunities for collaboration. This integration opens up new avenues for growth and development, allowing us to better serve our members and the industry as a whole.

Supporting Documents:

6.1.a Notice to NZFIA AGM 2023 - Wind up of Association.pdf

6.2 Motion to transfer membership to HIANZ.

2:36 pm (2 min)

Des Walsh, Rodney Grant

The Board of Directors of the New Zealand Forklift Industry Association Inc. (NZFIA), wish to submit the following motion to members of NZFIA for voting and adoption at the Annual General Meeting of the Association, being held on the 28th March 2024.

Motion:

Subject to the agreement to the Motion – Wind up Association, no annual membership subscription is sent out for the 2024-25 year to members. Members will instead receive an annual membership subscription invoice from the Hire Industry Association of NZ Inc. (HIANZ).

Reason for this Motion:

1. This is an administrative efficiency action, one of the reasons for liquidating the association.
2. Some current members are members of HIANZ also and will remove a double up of membership payments.
3. The moves to dispose of the association assets to HIANZ is more transparent without the need for aged receivables to be calculated or administered.

Supporting Documents:

6.2.a Notice to NZFIA AGM 2023 - No Membership invoice for NZFIA.pdf

7. General Business

7.1 Association General Business

2:38 pm (1 min)

Rodney Grant

Call for any General business of the association is called for.

None raised.

8. Close Meeting

8.1 Close the meeting

Next meeting: Special general meeting to confirm the resolutions passed at AGM - 2 May 2024, 10:00 am