



# THE TECHOS' GUILD

## Annual General Meetings

### **FIRST** Formal Notification

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**DATE:** **Wednesday 2 November**

**WHEN:** 7.00pm – 10.00pm (7.00-7.30pm pre-meeting drinks & snacks)

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**AUCKLAND BRANCH:**

**WHERE:** **The Drake**

2 Drake St

Freemans Bay

Auckland

09 307-3220

**PARKING:** **On street, free after 6pm**

**Victoria Park Market car park \$4 evening.**

**CONTACT:** **Fritha Stalker / Executive Officer: 0800 832 467**

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**WELLINGTON BRANCH:**

**WHERE:** **TBC**

**CONTACT:** **Dave Brown / Wellington Chair: 0274 774 771**

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**QUEENSTOWN BRANCH:**

**WHERE:** **TBC**

**CONTACT:** **Josh Dunn / Queenstown Chair: 021 229 1603**

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## What is an AGM?

The NZ Film & Video Technicians' Guild is an Incorporated Society. Societies must hold meetings. Where all members of the society are invited to attend a meeting, it is called a general meeting. The once-yearly meeting at which key things about a society are decided (see below) is the AGM.

## An AGM is required by:

- NZFVTG constitutional rules
- Incorporated Societies Act 1908, governing the Societies and Trusts Register, (Ministry of Economic Development).

## The purpose of an AGM is to:

- Present and report the Guild's achievements to members:
    - Summation of the year's activities
    - Approve the society's annual financial statement
    - Approve any necessary rule changes
  - Elect new committee members.
  - Give members an opportunity to question the committee and discuss how they see the Guild developing.
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# CALL FOR NOMINATIONS

## Nominations for:

- PRESIDENT
- VICE PRESIDENT
- TREASURER

To be forwarded to [info@nztecho.com](mailto:info@nztecho.com) SUBJECT: AGM Nomination

# CALL FOR INTENTION TO STAND or STAND *DOWN*\*

**ALL members are invited to stand for election to branch committees.  
Executive Board members are then voted on by fellow Branch Committee members.**

***NB: the following lists craft groups underrepresented on recent committees, and we strongly urge representatives in these crafts to consider standing!***

- ALPINE GUIDES
- ANIMAL WRANGLERS
- ANIMATORS
- ART DEPARTMENT
- AUTOCLUE OPERATORS
- CATERING
- COSTUME
- (EDITING see Post Production)
- LOCATION MANAGERS
- LOCATION SCOUTS
- MAKEUP & HAIR
- MEDICS & NURSES
- POST PRODUCTION (includes Editors)
- RUNNERS
- SAFETY OFFICERS
- SCRIPT & CONTINUITY
- SET CONSTRUCTION
- TECHNICAL DIRECTORS
- TRANSPORT
- VFX TECHNICIANS

# FYI: INTENDING TO STAND DOWN\* 2011:

Exec/ Auckland Branch member

– Zara Hayden

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# AGENDA

## 2011 NZ Film & Video Technicians' Guild AGM

- **APOLOGIES**
- **2010 MINUTES**
- **REPORT- National President Or Equivalent**
- **FINANCIAL REPORT From Treasurer**
- **ADMINISTRATION REPORT From Executive Officer**

### GENERAL BUSINESS:

- 1) **Election of the respective Branch Committee for 2010/2011**
- 2) **Acceptance of nominations for National Vice President and President.**
- 3) **Nominations for National Treasurer (to be ratified at a later date)**
- 4) **Other general business**
  - a. **Subcommittees:**
    - i. MEMBER BENEFITS / Guild Business partners – relationships between the Guild and supporting businesses, service providers.
    - ii. IMMIGRATION – effects of international workers on NZ job market
    - iii. NZTECHO – editorial guidelines, strategic and editorial direction, overseeing Editor role.
    - iv. SAFETY – Safety Code of Practice and other Health, Safety and Environment issues.
    - v. BLUE BOOK – terms of engagement and how common practice evolves
    - vi. IT STRATEGY – how the guild manages its records, data, computers etc... needs some input from tech savvy individuals.
    - vii. IN PRODUCTION web site –strategy to keep the 'In Production' page up to date, while not making producers cross or messing with 'commercial sensitivity'!
- 5) **Thanks**

**CLOSE AGM**  
**OPEN FORUM**

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# REPRESENTATION AND VOTING

[13E. Constitution]

- (i) Every member is entitled to attend and shall have one vote<sup>1</sup>.
- (ii) A proxy form for those unable to attend will be circulated to all members allowing them to vote in absentee

*(NB 2010 this will not happen unless any motions to be voted are tabled one week or more ahead of time. Due to the dispersed nature of our AGM; any & all votes required must be completed by ballot following discussion at the AGM. This ensures all branches and members have equal chance to vote based on equal information)*

- (iii) Votes shall count toward a total vote of the Society as a whole. Individual members may attend more than one meeting but may not cast more than one vote on each motion, as if meetings were combined.

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# LIST OF DOCUMENTS FORWARDED TO MEMBERS

Immediately following Notification 1:

- 2010 AGM Minutes: AKL, WGN, QTN
- LIST Current membership A-Z
- LIST members by Branch & Craft

**ENDS**

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<sup>1</sup> Except in the case of Body Corporates or Associate members