



Annual General Meeting 2024

20th June 2024

MEETING OPENED:

Laura Harvey, NZVNA executive committee member and meeting chair, declared the 2024 32nd New Zealand Veterinary Nursing Association AGM open at 11.33am.

EXECUTIVE COMMITTEE PRESENT:

Amy Ross - President, Laura Harvey - Vice President, Lauren Gliddon - Treasurer, Luanne Doré, Steph Mann, Anna McConnell, Wendy Jarnet, Yani Riley, Ellie Clark, Michelle Cameron, Natalie Nicholson, Lisa-Marie McConnell, Meg Jordan, Lisa Hamilton, and Samantha Chapman (NZVNA administrator)

REGISTRATION OF ATTENDEES:

Jennifer Hamlin, Ashleigh Walsh, Lisa Parsons, Jazmin Davies, Rene Hodgson, Rachel Ellis, Teigan Cameron, Isabella Bennett, Christine Bennett, Hannah Little, Chrystal Vincent, Caitlin Walker, Alisha Langford, Monique Anderson, Baylee Boler, Emma Annear, Rachel Crafts, Tenneal Prebble, Lyn Hobbs, Lydia McCallum, Amanda Hall, Barbora Freeman, Courtney Whitt, Jacinta Bridger, Jade Blackburn, Tayla Rowland, Samantha DeVries, Kate Scott, Steph Boyd, Jayme Lang, Poorna Beri, Jen Hebden, Danielle Gee, Ella Duffull, Danielle Hoban, Amber Evans, Cassandra Cole, Marysha Campbell, Sharon Bond, Eleanor Thompson, Ryan Neale, Michele Addison-Wood, Sam Seymour, Emma Cherry, Stacey Turner, Lauren Moase, Paige Campbell, Alya Zamri, Vicki Letchford, Anna Potter, Laurie Grant, Erika Smith, Monique Loye-Tubb, Sue Crampton, Eden Withy, Larissa Corpe, Bella Smith, Clare Morton.

APOLOGIES:

Apologies were received from Kathy Waugh, Fiona Hastie, Steph MacPherson, and Julie Hutt. No apologies were received from the floor.

QUORUM:

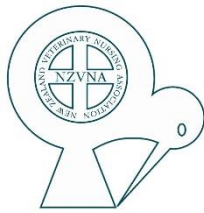
Under NZVNA Constitution, the meeting chair declared the meeting of members properly constituted.

CORRESPONDENCE:



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Nil.

MINUTES OF PREVIOUS AGM:

The executives have confirmed the minutes of the last Annual General Meeting held on the 29th June 2023 are a true and correct record, copies of these minutes were emailed to our members and have been published on the NZVNA website.

Laura Harvey moved that we adopt the minutes of the 2023 NZVNA AGM, seconded by Jennifer Hamlin. A copy of these minutes will be held on file.

The motion was open for discussion, no questions were raised from the floor.

CONSTITUTION

A copy of the new constitution, introduced to meet the requirements to re-register under the new 'Incorporated Societies Act 2022' that came into effect last year, was circulated to our members on May 9th 2024.

No correspondence was received in regard to these changes.

The motion was opened for discussion, Jen Hamlin (NZVNA Member) asked if there were any significant changes within the new constitution. Amy Ross (NZVNA President) responded that there were no changes that would be of significant impact to our members, Amy gave the 3 year terms of officer positions, and the removal of the various membership types from the constitution, as examples of the changes. There were no further questions from the floor.

Laura Harvey moved that the new constitution is accepted, the motion was seconded by Steph Mann.

PRESIDENTS REPORT - Read by Amy Ross

(Appendix 1)

The president's report was opened for discussion. Jen Hamlin (NZVNA Member) spoke, sharing that she wished to thank Amy for her service to NZVNA as president, the help, mentoring, and work that Amy has undertaken to move the NZVNA into the future and "propelled NZVNA onto the world stage".

Laura Harvey moved that we adopt the Presidents Report of the 2024 NZVNA AGM, the motion was seconded by Yani Riley.





TREASURERS REPORT AND FINANCIAL STATEMENTS – Read by Lauren Gliddon, Treasurer (Appendix 2)

The treasurer's report was opened for discussion, no questions were raised from the floor.

Laura Harvey moved that we adopt the Treasurers Report of the 2024 NZVNA AGM, seconded by Luanne Doré.

PORTFOLIO REPORTS

These were circulated to our members via email on 11th June 2024 and are available for reading in Appendix 3.

No correspondence was received in regard to these reports, no questions were raised from the floor.

ELECTIONS

Since the last AGM, no executive committee members have stood down from the NZVNA Executive Committee.

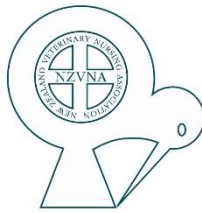
We received the following nominations for the officer position and these positions were voted on by the NZVNA Executive Committee. No correspondence was received in regard to these nominations. therefore, they are duly elected.

- President – Laura Harvey
- Vice President – Yani Sangronzi
- Secretary – Amy Ross

All other current executive committee in attendance have retained their seat.

- Luanne Doré
- Steph Mann
- Wendy Jarnet
- Yani Riley
- Anna McConnell
- Meg Jordan
- Lisa Hamilton
- Ellie Clark
- Michelle Cameron





- Lisa-Marie McConnell
- Natalie Nicholson

Laura Harvey moved that we accept these nominations, seconded by Luanne Doré.

GENERAL BUSINESS

The floor was opened for any general business that the NZVNA Executive Committee or anyone in attendance would like to raise.

Amy Ross announced the NZVNA Executive Committee would like to make Sue Crampton an Honorary Member of NZVNA in recognition to her extensive and outstanding services to both veterinary nursing, and NZVNA. (Speech in Appendix 4).

Laura Harvey spoke to thank Amy Ross for her contributions to NZVNA as President over the last 3 years. (Speech in Appendix 5).

NEXT ANNUAL GENERAL MEETING

Auckland, June 2025

The 32nd AGM of the NZVNA was closed by Laura Harvey at 12:00pm

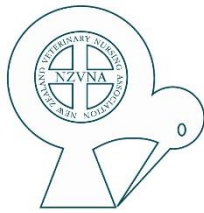
Signed:

Laura Harvey
NZVNA President



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APPENDIXES

Appendix 1 – Presidents Report

Welcome to our 2024 conference and AGM. I was hoping to keep my report short and sweet but as it turns out, your Executive Committee has completed a lot over the last 12 months!

In November, we held a strategic planning weekend with Sue Crampton to chart a course of action for NZVNA over the next three years. A summary of this can be found on our website.

One part of the Strategic Plan is to deliver free webinars to our members, and we have successfully delivered three so far this year, with more planned for later in the year.

Other membership benefits we have offered our members are the Emerging Leaders Pilot Program and discounts at the Veterinary Training Center, Specsavers and Kora fuel card.

These membership benefits would not be possible without the support of the veterinary industry, and we ask you to support them in return by visiting their stands while at the conference.

And speaking of the conference, how amazing is our line-up of speakers in the veterinary nursing stream – I may have jumped up and down with excitement at work when Amy Newfield replied saying that she would love to be our Keynote speaker this year. By combining with the NZVA, you can also attend any of the other talks offered.

We have just changed our wellbeing services to Telus Health who support the mental, physical and financial health of individuals. More information about Telus Health will be emailed to you shortly about how you can not only access counselling services, but also blogs, videos and recipes to name a few of the new services available to you. In addition to the website, you can also access their support information on the go when you download their app.

Our Social Media is continuing to grow and we love it when you interact with us so feel free to like, comment and tag our posts on both Facebook and Instagram. Remember the Facebook Groups are there for you to be able to communicate with our community.

We are continuing to offer the NZ Veterinary Nurse Journal four times a year and encourage you to submit case studies and technical articles for inclusion in this.

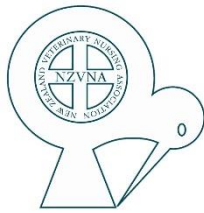
We are continuing to represent veterinary nurses on different boards including the International Veterinary Nurses and Technicians Association (IVNTA), World Small Animal Veterinary Association (WSAVA), Companion Animals NZ (CANZ) and Healthy Pets NZ.

Later in the year we will be opening applications for the Kathy Waugh Leadership Scholarship and the Julie Hutt Student Scholarship to our members.

And of course, let's not forget that Vet Nurse Awareness/Appreciation Week and the Vet Nurse of the Year will be in October – Ellie will talk more about this later.

With my time as President coming to an end, it is rewarding to see how far we have come and look forward to what we will continue to achieve. I, of course, have not done this alone and





would like to thank both the current Executive Committee as well as past committee members for their dedication in making NZVNA what it is today.

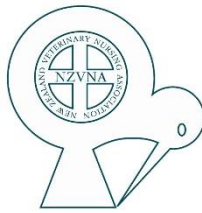
Our work is strengthened by Sam, our wonderful administrator, who quietly works in the background answering all your queries and keeping us organized. Thank you, Sam.

Thank you everyone for attending the AGM today, you are not only showing your support of our organization but also actively with the advancement of veterinary nurses and technologists in NZ.



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Appendix 2 – Treasurers Report

- *I am pleased to submit the following treasurers report for the New Zealand Veterinary Nursing Association financial year 01 Jan 2023 - 31 December 2023.*
- *NZVNA started the financial year with a total bank balance of \$1,025,271.99.*
- *Throughout the year, income totalled \$240,170.06. (including membership subscriptions, conference income, badge sales, advertising, sponsorship, CPD accreditation, interest, and royalty payments)*
- *Our sponsorship income for 2023 included annual Platinum level sponsorship from Hills NZ, and Gold level sponsorship from Royal Canin.*
- *Provet provided generous sponsorship for our NZVNA Strategic Planning meeting.*
- *2023 sponsors of the VN dinner included Southern Cross Pet Insurance, Zoetis, Boehringer Ingelheim, Shoof, Virbac, SVS, Elanco.*
- *NZVNA wishes to thank all of these sponsors for their generous contributions in 2023, and for their ongoing support of NZVNA.*
- ***Income** from membership subscriptions decreased to approx. \$93,000 for the year, however we received approx. \$60,000 of interest payments from our investments.*
- ***Expenses** totalled \$123,535.16 - If you wish to see a more extensive list of expenses you will find these published on the NZVNA website*
- *Resulting in a **Net Profit** of \$116,634.90 for 2023.*
 - *Vitae services totalling \$15,325, requested by our members, an increase from \$9,195 in 2022.*





Profit and Loss

New Zealand Veterinary Nursing Association
For the year ended 31 December 2023

2023

Trading Income

Badges sold	(111.99)
Conference Income	6,132.16
CPD - Assessment/accreditation of course	850.00
Interest Received	59,703.53
Journal advertising	6,076.11
Membership subscriptions	92,984.10
Other Revenue	1,826.38
Sales	1,839.11
Sponsorship	31,630.00
Vet Nurses Dinner	11,217.41
Website and email advertising	28,023.25
Total Trading Income	240,170.06

Cost of Sales

Website	9,310.55
Total Cost of Sales	9,310.55

Gross Profit

230,859.51

Operating Expenses

Administration fees	26,137.37
AVPRC	3,478.26
Badge purchases	531.52
Bank Fees	979.12
Committee expenses	8,175.59
Conference expenses	12,295.72
Consulting & Accounting	863.10
Freight & Courier	291.51
Gifts	2,675.39
Journal expenses	11,534.44
Legal expenses	4,178.47
Member Benefit Expenses	4,341.60
Office Expenses	58.49
Printing & Stationery	426.41
Professional fees	205.00
Scholarships	967.31
Subscriptions	3,075.54
Telephone & Internet	231.18
Travel - National	4,373.59
Vet Nurses Dinner expenses	14,080.00
Vitae	15,325.00
Total Operating Expenses	114,224.61

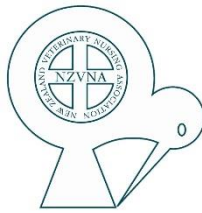
Net Profit

116,634.90



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Appendix 3 – Portfolio Reports (circulated by email 11 June 2024 to current members)

Companion Animals NZ Annual Report – Amy Ross

In 2023, Companion Animals NZ established 'A Goodlife Center' to create evidence-based work to facilitate a harmonious relationship between companion animals, people and the environment to provide a Goodlife for animals.

A Goodlife is a life in which positive affective states are maximized and negative affective states are minimized.



Companion Animals in a Changing World Conference was held in Hamilton in March 2024. The conference was successful with over 100 attendees both in person and online. CANZ then went on to facilitate the International Society for Equitation Science on the next proceeding days.

CANZ has established an Equichip program to increase the number of horses microchipped in NZ. After the 2023 Cyclone, it was evidenced that a large number of horses and ponies were not micro-chipped so a speedy repatriation of these animals was not possible. CANZ is hoping to microchip and register 400-500 horses across six events.

Conference speaker coordinator Annual Report – Lisa-Marie McConnell

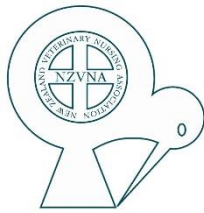
This portfolio is currently held by Lauren Gliddon and Lisa McConnell

- *Since June of 2023 Lauren and Lisa have been planning conference 2024 after taking it on from Robyn Taylor the previous conference coordinator.*
- *The committee had already contacted and confirmed our key note speaker Amy Newfield then Lauren alongside the committee has organized the rest of the speakers for the streams*
- *Steph Mann has taken care of the Equine stream for us, re introducing posters / abstracts*



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this year along side / with help from Laura which has been greatly appreciated.

- *Samantha Chapman superstar has taken care of all logistics for EC members getting to and from conference including accommodation.*
- *Luanne Corles is and has historically been the organizer of the NZVNA dinner organizing funding from industry etc this has been of huge importance and we will need to create a portfolio and or more details around this for future reference.*
- *Yani Sangroniz has been essential in coordinating all social media content around conference and Yani has found that our followers have been quite engaged. It will be interesting to reveiw the stats post conference.*
- *2024 conference is a hybrid along side the NZVA at Te Pae convention Centre Christchurch, Canterbury.*
- *Working with the NZVA has made for a seamless experience due to their time and commitment by employed individuals currently Leanne Fescer, Ata Snow and Shannon Leader are our point of contact. The venue is world class and fully staffed i.e they will have Te Pae employees on the front desk taking care of our registrations which takes the pressure off our committee members in terms of rostering.*
- *The committee has worked well to pull the conference together with working collectively with decision making based on speakers, topics and general ideas to make conference great!*

CPD Annual Report – Anna McConnell

- *The first two webinars were a great success and good live attendance. The sponsors Hills and Royal Canin.*
- *Two more before organised before conference (May and June).*
- *Less CPD accreditation requests with the change to APVRC but still coming through. • Collaboration with Vet Education is still going ahead, agreed to an MOU, currently looking at dates for later in the year for 4 webinars and looking at speaker options.*
- *Issue with Microsoft for second webinar – had to postpone and are currently looking into what went wrong.*
- *One more webinar in October sponsored by Hills.*
- *Two more RC webinars – July and October.*

E-newsletter Annual Report – Samantha Chapman

- *NZVNA E-newsletter keeps members and non-members updated on the latest NZVNA and sector developments, sharing important information, achievements, and initiatives undertaken by the association*
- *We have increased the frequency of e-news, it is now sent 8 times per year (no enews the months that NZVNI is published)*
- *Specific content is suggested by the Executive Committee*
- *Some of our sponsors have packages which include banner or text inclusions in the E-newsletter.*
- *Subscriber numbers fluctuate but the E-newsletter is generally received by 1500- 1600 email subscribers*

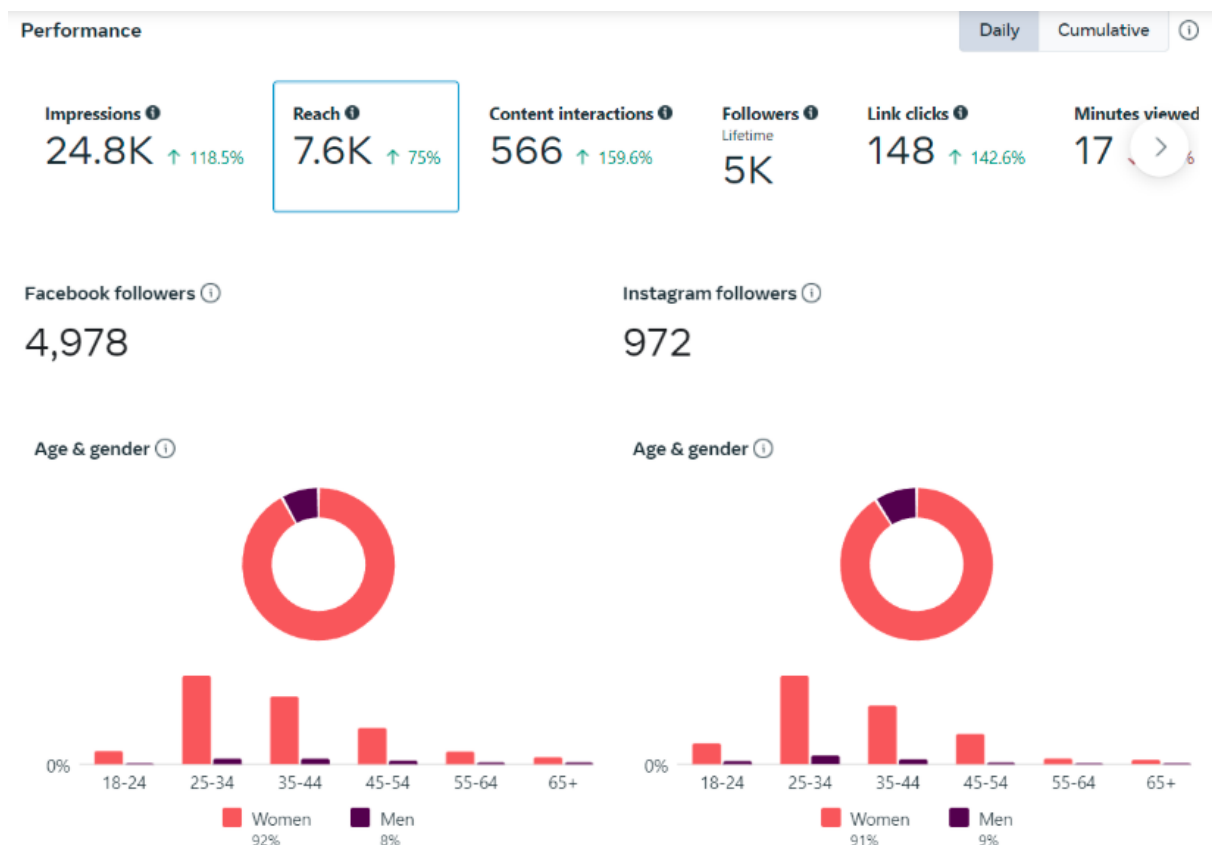




Social Media Annual Report – Yani Riley

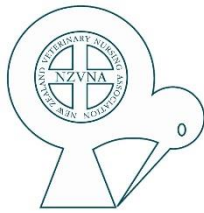
I'm back after leave of absence, happy to continue running socials.

- *Content has been coming out regularly, current performance is excellent for unpaid content.*
- *Followers are almost about to break into the next thousand.*
- *Have been using Canva to create posts that entice engagement – prompting comments etc.*
- *Reminder to other portfolio holders to send through items they want to be posted on social media along with a written summary and any images they have made OR an idea of the image they would like me to make.*
- *Action points:*
 - o Make some posts to share around Conference this year*
 - o VNOTY advertising*
 - o Bulk plan and schedule posts in advance*
 - o Planning Hoodie designs for conference with Vet Med Artist.*



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Vet Futures Aotearoa – Steph Mann

Unfortunately, the VFA and the Wellbeing Initiative Group have been dormant and hasn't met or communicated since July 2023. This will be my last report for VFA unless they erupt into activity again.

Vet Nurse Awareness Week – Ellie Clark

I took over the portfolio in August 2023. We gained great social media presence and engagement with posts prior and during VNAW and many clinics celebrated the achievements of their nurses.

This year I am wanting to get more awareness and engagement with clinics to recognise their amazing nursing staff and make them feel valued and appreciated.

There will be a competition advertised this year with prizes for the winning clinic(s).

Looking to make a video featuring nurses from around New Zealand working within different areas of the industry to show diversity and skills.

Wanting to see more interaction on social media and gain recognition for nurses around New Zealand being the super hero nurses they are.

Vet Nurse of the Year – Ellie Clark

I took over the portfolio in August 2023 and announced our winner via an online awards evening to Tenneal Prebble.

Hill's have agreed again to sponsor this award and Hill's and the NZVNA provide the prizes, which include entry, flights and accommodation to conference 2025, an awards lunch/dinner either in person or online, a trophy and title of NZVNA and Hill's Vet Nurse of The Year.

This year we are wanting to see more worthy nurses being nominated for this award and gain the recognition they deserve.

Nominees should provide exceptional service and deliver the highest possible standard of patient care. Nominations are accepted from employers, practice staff, clients or industry representatives.

I have emailed Hills and updated our Terms and conditions for the new year and updated our submission form which has been uploaded on our website.

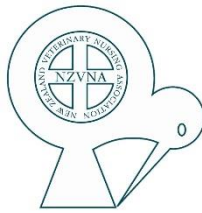
We are now accepting submissions through our new form online and have advertised this via our social media pages, newsletter, journal, emails to clinics and will make a short presentation at conference.

Our social media engagement was excellent with the VNOTY posts last year and we hope to repeat this interaction and engagement this year.



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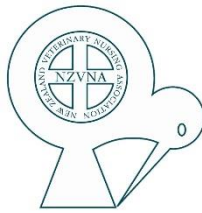


Submissions will close at the end of Vet nurse awareness week (VNAW) as per previous years. The dates for VNAW are the 7th – 11th October with the winner of VNOTY being announced on the 11th October.



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Appendix 4

The NZVNA has an Honorary membership that is presented to individuals for outstanding services to veterinary nursing or NZVNA.

The NZVNA Executive Committee has recognized an individual that meets these criteria and unanimously agreed that they should be awarded an honorary membership.

With a career spanning many years, they have consistently demonstrated a level of expertise, commitment, and passion that is truly inspirational. Without her exceptional contributions we would not be where we are today.

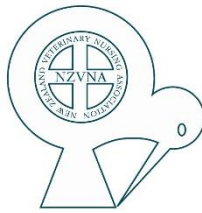
While she will probably tell me off afterwards for doing this, it is with great pride and pleasure that I ask for Sue Crampton to come up to the stage to accept her honorary membership.

Sue has not only helped us with our last three strategic plans, but she has been a great mentor and sounding board for us.

Sue has not only helped us, but she has been involved with the Veterinary Nurses Council of Australia where she sits on three committees, and she facilitated the NZVA Veterinary Business Symposium last year.

It is my distinct honor and privilege to present this honorary membership to Sue. This recognition is a small token of our immense gratitude for your outstanding service, unwavering dedication, and exceptional contributions to our industry. Please join me in congratulating Sue on this well-deserved honor.





Appendix 5

As I stand here ready to take on the role of President, I want to take a moment to reflect on the achievements and dedicated leadership of Amy Ross over the past three years. Her commitment and passion have significantly advanced our organisation and enable to us to provide additional and ongoing support to our members.

I want to highlight some of the achievements over the past few years under Amy's leadership.

- 1. Amy led a strategic planning weekend with Sue Crampton to chart the future course for NZVNA.*
- 2. An increase in member benefits, including shopping and petrol discounts, free webinars, and an expanded wellbeing offering and counselling service.*
- 3. Engaging with a financial planner to ensure the ongoing financial stability of the association.*
- 4. In response to the unprecedented weather events, NZVNA extended vitae support to all Allied Health Professionals affected, demonstrating her compassion and commitment to the well-being of our community.*
- 5. Under her leadership, we launched a new website, enhancing member access to CPD events, resources, and benefits. This platform has significantly improved our ability to support our members' professional growth.*
- 6. Amy has been instrumental in continuing the collaboration with AVPRC for the legal registration of veterinary professionals. The recent independence of AVPRC from NZVNA marks a significant milestone in this journey.*

Amy has always acknowledged the hard work of the Executive Committee and the support of the veterinary industry. She has fostered a culture of gratitude and recognition, celebrating the contributions of both committee members and our administrator, Sam.

As we look to the future, I hope I can continue with the strong leadership Amy has shown and continue to build up the NZVNA as the representative organisation for allied veterinary professionals in Aotearoa. I am sure the rest of the committee will agree when I say we are excited to continue her legacy and drive the NZVNA forward with the same values: compassionate, connected, future-focused, professional, and resilient.

Thank you, Amy, for your exceptional service and dedication. Together, we will continue to protect, inspire, and advance allied veterinary professionals in Aotearoa New Zealand.

Thank you, everyone, for your ongoing support and for being here today. Let's make the coming years even more successful and impactful.

