



**Thursday, 27<sup>th</sup> August 2020, 3.00pm**

**NOTICE OF ANNUAL MEETING AND ELECTIONS**

**Your Board of Directors invites you to attend the  
Annual (General) Meeting of the:**

**CLIMATE CONTROL COMPANIES ASSOCIATION OF NEW ZEALAND  
(CCCANZ)**

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**ONLINE:** Go to Meeting <https://global.gotomeeting.com/join/231541645>

**DATE:** Thursday, 27<sup>th</sup> August 2020, 3.00pm

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**AGENDA**

**Annual General Meeting**

1. Welcome
2. Apologies
3. Minutes from previous AGM, matters arising
4. The Annual Report 2019 and Financial Statements
5. Board Members for 2020/2021 Term, including incoming Board members
6. Appointment of an accountant for year ending 2020
7. Approval of financial statements for 2019
8. Any other business
- 9.

**Please RSVP AGM attendance and apologies to [admin@cccanz.co.nz](mailto:admin@cccanz.co.nz) by 5pm, 26<sup>th</sup> August 2020.**

***(Please log on a few minutes early to ensure you have no issue with access)***

*The meeting requires a quorum of 20% of members attending to be valid  
(including Proxy Notice) .*

## **2019 BOARD OF DIRECTORS AND ELECTIONS**

<b>Board Member Appointments from AGM 2019</b>		
<b>Name</b>	<b>Elected/Co-opted</b>	<b>Term ends/resignation submitted effective</b>
Cam Crawford (Chairman)	Elected AGM 2014	AGM 2020
Graeme Thorne (Deputy Chair)	Elected AGM 2018	AGM 2020
Rob Morgan (Past Chair)	Elected 2016	AGM 2021
Ian Borley (Treasurer) <i>(Resigned 30.04.2020)</i>	Elected AGM 2015	AGM 2020
Malcolm Miller	Elected AGM 2018	AGM2021
Tim Blomfield <i>(Steps down at AGM)</i>	Elected AGM 2019	AGM2020
Grant Price (Co-opted) <i>(Steps down at AGM)</i>	Appointed May 2016	AGM 2020

## **2020 CCCANZ Board Elected**

Three (3) Board Members wish to step down in their 2020 Board term. One (1) stepped down in April 2020 due completion of term. Two (2) will step down at the AGM in 2020.

Three (3) candidates have been nominated to stand for three (3) available board member positions and will be declared elected as per Rules, Appendix B, 10.1.7., "If only one candidate has been validly nominated for an office and they meet the skills and experience criteria, as well as the industry sector criteria, the Secretary shall declare that candidate elected."

The details of those nominated board members are enclosed, and as below :

- Garry Ko, RCR
- Darryl Rochester, BDT
- Greg McCarthy, Aquaheat

## **Co-opting a member to CCCANZ Board.**

Cam Crawford finishes his 6-year term with CCCANZ at this AGM. The good work Cam has done for CCCANZ has not finished and the board will Co-opt Cam for a further term to follow this through.

### **APPOINTMENT OF AN ACCOUNTANT FOR 2020**

It is proposed that Hudson Kasper be appointed to conduct a review engagement of the financial statements of the Society for the year ending 31 December 2020.

A review rather than an audit, or compilation is recommended as this is considered most appropriate taking into account cost and amount of work needed for CCCANZ's financials.

### **APPROVAL OF CCCANZ FINANCIAL STATEMENTS 2019**

It is proposed that CCCANZ Financial Statements for 2019 be approved. A copy of the Financial Statements are enclosed with this communication.

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### **VOTING FOR APPOINTMENT OF AN ACCOUNTANT & TO APPROVE FINANCIAL STATEMENTS**

Members can vote electronically, or vote online/email at the AGM on these resolutions.

**Electronic Voting continues and closes: 26<sup>th</sup> August 2020, 5pm**

Instructions for **voting for *Financial Members*** only:

*Cast your vote for both: approval of CCCANZ Financial Statements for 2019 and Appointment of an Accountant via ONE of the following methods*

1. Electronic Voting: Please **vote via the emailed link** sent to the email address on record for the CCCANZ Key Contact- **this is found in the cover email to this notice and is the link to the voting address.**
2. Voting at the AGM: Members may also vote online/ email at the Virtual AGM.
3. By appointing a Proxy / Representative. Please refer to the form enclosed with this communication.
4. **Note**: Please only cast your vote by ONE of the above methods
5. The CCCANZ Board will let all in attendance know the result of the ballot at the AGM. It will also be posted following on the CCCANZ website, via email and in the IRHACE Journal.

Please contact IRHACE Centre 021929729 or admin@cccanz.org.nz with any questions.

*Yours sincerely*

*Cam Crawford, Graeme Thorne, Rob Morgan, Ian Borley, Tim Blomfield, Malcolm Miller, Grant Price*

**Board of The Climate Control Companies Association of New Zealand (CCCANZ)**