



**NATIONAL DIGITAL FORUM BOARD
9th Annual General Meeting**

Tuesday 15 September 2020
Zoom
3pm – 4pm

Present: Board:
Adrian Kingston (Chair, Impact)
Jamie Mackay (Secretary)
Fiona Fieldsend (NLNZ Rep)
Joanna Szczepanski
Tim Hart
Jane Macknight
Teina Herzer (Sponsorship)
Claire Lanyon (Conference co-convenor)
Adam Moriarty (Conference co-convenor)

Apologies: Nina Kurzmann (Archives NZ Rep)

Members: Refer Appendix A.

1. WELCOME AND INTRODUCTIONS

Jamie Mackay (Secretary) opened the meeting at 3.05 pm and welcomed attendees to NDF's first virtual AGM — a new approach for us.

It was noted that the AGM was being recorded for the purposes of minute taking, and members advised they could turn off their video if they wished.

Most of the meeting will be led by the Chair. Jamie handed over to Adrian.

Adrian also welcomed the members and noted that he would be running through a presentation but invited comments and questions in the Chat. He thanked members for taking time out of their work day to attend.

Presentation: [NDF AGM Slides](#)



2. OPENING

Adrian made some opening remarks:

- It's been a year of two halves. We were lucky in 19/20 as we had our traditional successful conference (in November). But has meant we haven't been able to undertake prep work to safely and certainly have the 2020 Conference.
- We also have not been able to hold our Regional Hui.
- But we have had an opportunity to look at our Strategy and do some strategic thinking.

3. MINUTES OF 2019 AGM

The minutes of the AGM held on 20 November 2019 were confirmed as a true and correct record.

Resolved by Jamie that the AGM 2018 minutes be accepted.

Moved: Marguerite Hill; Seconded: Laura Jamieson.

CARRIED

4. NDF BOARD & CHANGES

The Chair outlined the nature of the NDF Board and changes to the Board this year. The current Board greeted members.

Adrian thanked Board members who left in November 2019, including Glen Barnes who continued to support the Co-ordinator and the Board with financial matters.

5. 2019 / 2020 PERFORMANCE REPORT

The Chair noted the performance report covers the 1 July - 30 June financial year.

He took the membership through the salient points of the performance report.

The performance report is available on the website: [2019 Performance Report](#).

Resolved that the 2019/2020 Performance Report be accepted.

Moved: Tim Hart; Seconded: Laura Jamieson (and in Chat, Phillipa Tocker)

6. STRATEGY

Adrian updated members on the development of a strategy to 2025 for the NDF.



Susan Jenkins noted in the Chat that it would be useful to have a close-off date for feedback on the strategy web page and the date the page web up.

Action: NDF Co-ordinator to add timeline to NDF Strategy to 2025 web page.

Adam provided a brief update on the potential for a conference this year. We are looking at what events globally are doing — whether all online, hybrid, or multiple smaller events. We are still looking at different formats. Watch this space.

7. 2020 / 2021

Strategy next steps

NDF Co-ordinator

Adrian noted that there has been strong interest in the NDF Co-ordinator role from highly qualified people. The expenditure of \$20K can be sustained and is worthwhile.

He thanked the outgoing NDF Coordinator, Virginia Gow, for her work.

Elections

Will be looking for up to three new elected Board members. Especially seeking people who may be interested in the Treasurer role, and Māori partnerships.

Elections will be called soon.

Adrian is leaving the Te Papa representative seat. Nina is also looking to Archives to fill the role. These roles are not elected.

Adrian thanked all the outgoing Board members for their work: Joanna Szczepanski, Jane Macknight, Nina Kurzmann.

8. QUESTIONS & CLOSE

Adrian concluded by wrapping up the AGM and noting that although the year has been strange, we are in a good position — financially, with strategy and with Board stability.

Adrian called for questions or comments.



Jamie thanked Adrian for his leadership and ability in taking the role of Chair, as demonstrated through the AGM Zoom.

Kara Kennedy asked whether discussion of the name came up at the strategic planning.

Adrian responded that feedback was the brand “NDF” is strong. At this stage other aspects for change may be more important.

Glen Barnes asked whether commercial sponsorship opportunities were being considered given the conference is not going ahead, but for online events.

Adrian referred Glen to sponsorship lead Teina Herzer.

Jonathan Hunt asked in the chat for clarification about the membership review noting that the Rimu tier is not mentioned in the Performance report. Does that mean there are no Rimu members? Are membership tiers part of the membership review?

Fiona confirmed he was correct on both these points.

The spot prizes were drawn and announced:

- Valerie Love - Hand sanitiser
- Jess Corbett - A mask
- Jonathon Hunt - A mask

Fiona noted that it is not too late to share your thoughts and those of your organisation on the strategy. Adrian also noted that the strategy is a living document.

Lucie Paterson said that if people have questions about what it might be like to be on the Board to please get in touch. We are excited about the next group.

Joanna said that there is also an opportunity to join the organisation as a Regional Ambassador, which was how she entered. Recruitment for that happens in January.

Jamie closed the meeting and thanked Adrian for putting it all together, with hopes that we will see everyone in person soon.

The meeting closed at 3.50 pm.



Appendix A

NDF AGM 2020 Attendees (M = Current member, B = Board member)

	Name	Membership type
1	Joshua Ng	M
2	Phillipa Tocker	M
3	Virginia Gow	M
4	Sabine Weber-beard	M
5	Adrian Kingston	M + B
6	Lucie Paterson	M + B
7	Teina Herzer	B
8	Adam Moriarty	B
9	Claire Lanyon	B
10	Caleb Gordan	M
11	Carly Lenz	
12	Fiona Fieldsend	B
13	Glen Barnes	M
14	Jennifer Taylor Moore	
15	Jess Corbett	
16	Jonathon Hunt	M
17	Joanna Szczepanski	
18	Jamie Mackay	B
19	Kara Kennedy	M
20	Kay Jones	M



21	Laura Jamieson	M
22	Lee Mclean	
23	Marguerite Hill	M
24	Matthew Tonks	M
25	M Shannon	
26	Nick Keenleyside	M
27	Phillipa Tocker	M
28	Sara Barham	M
29	Sarah Gallagher	M
30	Susan Jenkins	
31	Tatsiana Chypanava	
32	Tim Hart	
33	Valerie Love	M
34	Matthew Oliver	M
35	Jane Macknight	M
36	Tony Rippin	
37	Nathalie Lacaze Campbell	