



SURFACE COATINGS ASSOCIATION OF NEW ZEALAND

SCANZ

The professional body of individuals involved in the surface coatings industry

MINUTES FROM 2021 ANNUAL GENERAL MEETING

Held 6 May 2021

Horse & Trap, 3 Enfield Street, Mt Eden

PRESENT:

Peter Walters, Alan Foster, Dave Ronson, Anuradha Abhyankar, Shaun De Baugh, Bahari Chong, David Hadfield, Penny Meads, Ransi Devendra, Neil Murdoch, Paul Armistead, Stephen Broderick, Paul Armistead, Karl Miers, Don Waddingham, Katrina Primrose, Kelly Smith, Eric Baggen, John Gilbert, Tom Hackney, David Kennedy, Steve Wilson, Donna Vincent

APOLOGIES:

Richard Calvin, Warren Strickett, Jacqueline Hickman, John Schollum, Adam Berry, Kevin Schiska, Kirk Robinson

MINUTES FROM 2020 ANNUAL GENERAL MEETING

It was proposed that the minutes from the 2020 AGM, held 30 June 2020 be accepted as a true and accurate record of the meeting.

Moved: Penny Meads / Seconded: Tom Hackney
CARRIED

PRESIDENTS REPORT:

At last year's AGM, we had already been through the first Covid 19 shutdown, and there was an awareness that 2020 was going to be a challenging year on many fronts.

Little did any of us realise the impact on us as individuals, the companies that employ our organisation and us.

Our committee started with the first elephant in the room – the convention. Postponing till May 2021 – and then to August 2021 was an obvious decision, but one with many ramifications.

The AGM had also given us a clear message in terms of managing the 2020 budget and delivery on commitments such as Brushstrokes. The committee undertook a review of all costs, with several changes being undertaken:

- Brushstrokes distributed electronically to most members.
- Committee meetings altered to a mix of virtual and Fisher House.
- Credit Card processing changed to a cheaper provider.
- Increased governance of administration and consulting charges by the committee.



The Brushstrokes Journal is reinvigorated with the appointment of a new editor, Anuradha Abhyankar, and Technical Support from Ransi Devendra. Advertising from our membership will allow us to deliver on our commitment of 6 issues in 2021.

Liaison with our overseas affiliates, SCAA, OCCA UK and CSI, has been an unexpected highlight of 2020. OCCA UK has experienced many setbacks in their organisation – reduced membership, aging membership and the challenge of getting members to attend technical meetings. Covid 19 was the ‘tipping point’ that led OCCA to instigate a new approach – webinars. Very generously, they offered to supply us and SCAA with free access to all the material. We could see many benefits from the offer – distance learning, the ability to support our entire membership – not just those that could attend Auckland and the occasional Wellington meetings.

One challenge was that our existing website could not support this material. For a technology averse person, I’m immensely appreciative of the efforts undertaken by Vai Lolohea and Donna to find a suitable platform to transfer the website to, as well as a proper facility to store all the webinar material. If we accept that education is one of the critical objectives of our organisation, then I think this may be a fundamental foundation for the future.

At this point, the committee’s decision to go ahead with a convention in Hamilton at the end of August has been the correct decision. I believe we may be the only organisation of our type worldwide hosting a convention this year. SCAA, OCCA UK and FATIPEC have all postponed till next year. Again, my appreciation goes out to the organising committee of Penny Meads and David Kennedy for arranging speakers, sponsorship, etc – and maintaining optimism. For those of you with Australian ‘colleagues’, please try and encourage their attendance at an in-person function – our only bubbles will be in their beverage of choice.

Functions for Wellington remain a challenge – suitable venues, topics that attract sufficient attendance, and the timings of such meetings were frustrating in 2020 – we will try to find a better pathway in 2021.

This year, the entire committee, except myself, is up for re-election/retirement. Two members – Vai Lolohea and Jeremy Patterson have decided not to stand for re-election. We thank them for their contribution to the committee and look forward to their continued participation in the association. Attracting new committee members – especially those from the paint/resin manufacturing and supply sector is critical for our organisation moving forward. All of us have come into this industry with some basic academic qualifications – where we are today is probably due to the willingness and dedication of others to mentor and foster our education in the real world of Surface Coatings. Maybe a few of you are now prepared to join us in this rewarding endeavour.

Finally, but by no means least, I would like to thank Donna for her efforts on behalf of the organisation. Her positive nature has survived many challenges in this last year – we hope for calmer waters in the forthcoming year.

It was moved that the report be accepted.

Moved: Paul Armistead / Seconded: Peter Walters
CARRIED

2020 FINANCIAL AUDITED REPORT

The 2020 financial audited results were presented and tabled.

The net for the year was –\$4,324, compared to a budgeted deficit of –\$1,913.

The main reason was due to the dramatic reduction of income in both advertising and subscriptions. While a lot of this came because of Covid-19, it is evident that this cannot continue.

The expenses were all at or under the budgeted amounts with a saving of \$6,095.

It was moved that the audited financial report for 2020 be accepted

Moved: Kelly Smith / Seconded: Steve Broderick

CARRIED

2021 BUDGET

The SCANZ Committee presented the proposed budget to the meeting. All income and expenses have been gone through carefully to ensure we have as accurate a budget as possible. Where possible, the expenses were reduced while still maintaining or increasing the level of service for members.

There was robust discussion on actions that could assist in running SCANZ, as the current level of income was unsustainable. Areas brought up included:

- Increasing membership. Members could encourage young associates to join and work on convincing company management of membership benefits - including networking and mentorship.
- Send Brushstrokes out to company CEO's.
- Expand membership out to urethane and polymer chemists, applicators and painters.
- Contact the educational facilities to see if there is anyone interested in joining, especially with the benefit of the international webinars available.
- Encourage suppliers to ask visitors to give papers for Technical meetings.
- Final alternative venues to hold meetings to reduce costs for venue hire - some members have large meeting rooms that could be suitable.
- Find cheaper ways to print Brushstrokes.

Trading Income	NOTES	2021 Budget	2020	2019
Advertising Income	Brushstrokes Advertising	10,500	3,900	0
Interest Income	0.85% x \$30,000 = \$255	255	732	1,472
Journal Income	2 SCAA Journals purchased	217	186	761
Other Revenue			0	0
Subscription Income	Anticipating new members	19,500	19,146	21,270
Convention Income	Based on 80 attendees	33,582	0	43,820
Convention Sponsorship		32,000	0	32,500
Total Trading Income		96,054	23,964	99,823
Gross Profit		96,054	23,964	99,823

Operating Expenses	NOTES	2021 Budget	2020	2019
Accountant	The monthly fee covers: Standard Xero Client Fee plus monthly accounting service fee, includes Company Management Reports, GST returns, End of Year Income tax returns and working with auditor to create final year report amendments	1,800	1,800	1,800
Audit Fee	Increased to match audit fee for 2020	3,200	3,200	2,950
Awards & Engraving	Lots of 50 and 25 year anniversaries	100		1,719
Bank Fees		350	340	329
Consulting & Admin	Administration, Financial, Wild Apricot (not-for-profit database) and Website work	8,000	8,517	20,830
Convention Expenses	Based on 80 participants, not counting on any coming from overseas	60,412	1,687	72,948
Credit Card Expenses	Last of old system, then reduced charge due to on-charging charges	300	1,235	1,335
CSI Membership	Euro 150 for 2021	255	901	847
Interest Expense			7	

Journal - Brush Strokes - Printing	Professionally printed	3,000	1,978	1,978
Journal - Brush Strokes - Graphic Design	Graphic Design for 6 x Brushstrokes	7,500	3,216	4,736
Magazine costs - SCA	3 x SCAA Journals (1 for reference)	255	802	839
Meeting Exp	Fisher House meetings x 4 / Horse & Trap meetings x 4 / Wellington Meetings x 3 / Committee Meetings / Annual General Meeting	6,730	2,570	9,910
Past Chairman Dinner	Auckland and Wellington	500	0	434
Printing	Will be asking member companies to help		153	745
Rent	Reduced due to smaller unit - slightly more than 2020 as that was only part year	1,850	1,531	2,442
Travel - CSI Expenses	Nothing will happen this year		0	0
Travel	Wellington Travel - speakers or committee	450	0	831
Webinar Subscriptions	GoToMeeting Platform for future webinars	282		
Website Exp	Wild Apricot Platform, includes website plus video location Vimeo for webinars	1,050	348	431
IRD Penalties			1	
Total Operating Expenses		96,034	28,288	125,103
Net Profit		20	(4,324)	(25,280)

It was moved that the budget for 2020 be accepted.

*Moved: Dave Ronson / Seconded: Alan Foster
CARRIED*

APPOINTMENT OF AUDITOR

It was moved that Cotton Kelly Smit be accepted as the auditor for the 2022 financial year.

Moved: Penny Meads / Seconded: Peter Walters
CARRIED

2022 MEMBERSHIP FEES

The committee initially proposed maintaining the membership fees, stating that the fees have not increased since 2011. However, this proposal led to a robust discussion about being time to increase the fees to help with the SCANZ income. The decision was made to increase the fees as follows:

Membership Type	Current Cost (GST exclusive)	2022 Cost (GST Exclusive)
Ordinary (Full)	\$220	\$235
Retired	\$35	\$50
Students / Parental Leave	\$35	\$50
Overseas	\$115	\$130

It was moved that the membership fees for 2022 be increased by \$15 for each membership type.

Moved: Paul Armistead / Seconded: Alan Foster
CARRIED

NEW COMMITTEE

The following people were nominated for the position of committee member for the 2021 – 2023 years:

- Penny Meads
- Anuradha Abhyankar
- Tom Hackney

- Ransi Devendra
- Shaun de Baugh
- Peter Walters

It was moved that the above members be accepted as committee members for SCANZ for the 2021 – 2023.

Moved: Alan Foster / Seconded: Dave Ronson

CARRIED

There being no further business the meeting was closed at 7.28pm.