

## Annual General Meeting

### Havelock Housing Limited

Monday, 21 November 2022

Meeting opened at 4.30pm on 21 November 2022, by Dan Carton, Voting Member and Board Chair and delivered the Acknowledgement of Country.

#### Attendance:

##### Voting members:

Dan Carton	Board Chair
Adrian King	Director
Carol Croce	Director
Daniel Landon	Director
Craig Shannon	Director
John Morrissey	Director
Nicole Sheikh	Director
Tharanie Vithanage	Director

##### Additional members:

Timothy Sunwoo, Jay Jayashankar, Kylie Wilson, Justin Wakefield

##### Visitors:

Ged Stenhouse (RSM)

#### 1. **Welcome**

#### 2. **Present**

#### 3. **Apologies**

Alistair Robertson, Company Secretary.

#### 4. **Acceptance of the previous minutes**

The Chair mentioned the minutes of the previous Annual General meeting, held on 22 November 2021 were made available electronically and recommended to the meeting:

**Motion:** The minutes of the 2020 AGM minutes be accepted.

**Moved:** Craig Shannon

**Polled result:** Carried

## 5. 2020/2021 Annual report

The Chair provided a summary of HHA's activities for 2020/2021 to the meeting. The Chair also announced that Ms Janelle Goulding would be stepping down as the CEO of HHA with Mr Timothy Sunwoo appointed CEO from 22 November 2022. TC thanked the Chair and thanked Mr Goulding for her leadership and support of HHA.

The Annual report was available via the Association web site.

**Motion:** The 2022 Annual Report and Statement of Accounts be accepted as presented.

Moved: Craig Shannon and Carol Croce

Polled result: Carried.

## 6. Appointment of Auditors

RSM Bird Cameron were the auditors for 2022/2023 and are prepared to continue in that capacity. Mr King recommended they be appointed as Auditors for the 2022/2023 year.

**Motion:** That RSM Bird Cameron be appointed as the Auditors for 2022/2023.

Moved: Adrian King

Polled result: Carried

## 7. Election of Directors

The Returns Officer had prepared a report on nominations for Elected Director positions.

The Returns Officer, Alistair Robertson, referred to the Constitution that outlines there were two Elected Directors deemed vacant at this AGM. There were two nominations received, from the incumbents: Mr Craig Shannon and Mr Adrian King. In accordance with the Constitution, the two nominations are deemed to be elected to the Board.

The Board now consists of:

Dan Carton	Board Chair
Adrian King	Director
Carol Croce	Director
Daniel Landon	Director
Craig Shannon	Director
John Morrissey	Director
Nicole Sheikh	Director
Tharanie Vithanage	Director

**Motion:** The 2022 Returns Officer's Report be accepted as presented.

Moved: Daniel Landon

Polled result: Carried

The Chair welcomed the renominated Directors and looks forward to a busy year ahead.

## 8. Special resolution

The Chair introduced the special resolution to amend the Havelock Housing Limited Constitution to increase the quorum requirements for General Meetings from 30% to 50%.

**Motion:** The members of Havelock Housing Limited approve the change of section 11.2(a) of the Havelock Housing Limited Constitution to state:  
*The quorum will be 50% of all Voting Members of the Company who must be present (in person or by proxy or by attorney or attending a Telecommunication Meeting) and be eligible to vote at a General Meeting.*

Moved: Carol Croce  
Polled result: Carried

## 9. Other Business

There had been no general business items brought to the attention of the Company prior to the meeting. The Chair asked if there was any other business from participants with none raised.

There being no further business, the Chair closed the meeting at 4:35pm.