

**Minutes of Meeting of the 31st Annual General Meeting of
Veterinary Professional Insurance Society (Inc)
held at Claudelands, Hamilton at 3.20pm 20th June 2018**

1. Confirmation of quorum

The Chairman advised that a quorum was present.

2. Welcome

Gavin Shepherd VPIS Board Chair welcomed members to the 31st Annual General Meeting of the Veterinary Professional Insurance Society (VPIS).

Members Present

Name	Practice Principal	Name	Practice Principal
Gavin Shepherd (Board Chair)	✓	Grant McCullough	✓
Mark Gilmour (Board)	✓	John O'Brien	✓
Paul Fraser (Board)	✓	Jonathan Robinson	✓
Steve Cranefield (Board)	✓	John Smart	✓
Mark Ward (CEO)	x	Julian Usher	✓
Alpha Woolrich (Executive Officer)	x	Mark Bryan	✓
Peter Blaikie (NZVA President)	✓	Nick Twyford	✓
Megan Miller (NZVA)	x	Philip Morrison	✓
Ash Keown	x	Seton Butler	✓
A.A.C. (Celia) Grant	✓	Stephen Hopkinson	✓
Bruce Nicol	✓	Simon Marshall	✓
Craig Kusabs	✓	Steve Merchant	✓
Caroline Robertson	✓	Trish McIntosh	✓
Cath Watson	✓		

3. Apologies:

It was resolved the following apologies be accepted;

- Brendon Bell
- Jim Rhynd
- Tanya Bootle
- Vince Peterson

Moved: Gavin Shepherd **Seconded:** Craig Kusabs
Carried

4. Confirmation of Minutes

It was resolved that the minutes of 2017 Annual General Meeting held on 2 August 2017 are accepted as a true and accurate record

Moved: Stephen Hopkinson **Seconded:** Mark Gilmour
Carried

There were no matters arising from the minutes.

5. Chairman's Report

The Chair presented the report that was included in the 2017 Annual Report. The following was noted;

Fitness for transport claims have required a large amount of the work in the past 12 months.

VPIS Executive Officer Alpha Woolrich was formally accepted into the vacated role of Executive Officer in January 2018.

The subscription fee for 2018-2019 will remain unchanged

A special thanks was given to the following for their dedicated work to VPIS;

- Trish Thorpe
- Sudeema Pieries
- Alpha Woolrich
- VPIS Board

It was resolved that the 2017 Chair's report be accepted

Moved: Gavin Shepherd **Seconded:** Bruce Nicol
Carried

6. Financial Report

a. Adoption of Annual Accounts for the Year Ended 30 September 2017

Gavin Shepherd presented the audited financial report for the year ended 30 September 2017.

It was resolved that the audited financial accounts for the period ended 30 September 2017 are accepted

Moved: Gavin Shepherd **Seconded:** Bruce Nicol
Carried

b. Appointment of auditor for 2018 year end (Deloitte)

It was resolved that Deloitte be appointed as the VPIS auditor for the 2018 financial year

Moved: Gavin Shepherd **Seconded:** Stephen Hopkinson
Carried

7. Election of Officers

Two Board members retired by rotation: Mark Gilmour and Paul Fraser. Each was willing to stand again. There were no additional nominations. Mark Gilmour and Paul Fraser were declared re-elected for a 3 year term.

The Chair congratulated the successful candidates.

8. General Business

The question was asked if it was the role of VPIS to meet with MPI regarding the fitness for transport claims. It was confirmed that VPIS have been liaising closely with VCNZ and Helen Beattie to help clarify the guidelines on how to best deal with these issues.

9. Venue for 2019 Annual General Meeting

The date and venue for the 2019 AGM is yet to be determined. Members will be advised once confirmed.

With no further business those present were thanked for their attendance and the meeting was closed at 3.37pm