

**Annual General Meeting (AGM) of the
Infection Prevention & Control Nurses College (IPCNC), NZNO,
on Thursday, 27 August 2025 @ 7.30 am
to be held at:**

*Tāwhirimātea 1 (Plenary room), Tākina Wellington Convention & Exhibition Centre,
50 Cable Street, Te Aro, Wellington.*

The AGM will also be held virtually on <https://tepapa.zoom.us/j/81527015917>

***Note:** the meeting will be recorded for minute taking only.*

All full members of the IPCNC are invited to the AGM.
Associate members may attend as observers. With permission of the Chair,
you may be granted speaking rights only. No voting rights.

Please send apologies to secretary@ipcnc.co.nz

AGM documents can be found in the members library on the IPCNC website here:
<https://infectioncontrol.co.nz/library/ipcnc-agm-2026-documents/>

AGENDA

1. Chair's Welcome

- Karakia Timatanga
- Welcome and introduction of committee
- Apologies
- Quorum (5%) determined

2. Minutes of previous AGM of 27 August 2025 to be confirmed

- Matters arising:
- Motion: Put to vote as true and complete record.

3. Correspondence

- Correspondence consists of letters, emails or other communications received since the previous AGM and not already dealt with. Nil Correspondence.

4. Annual Report

- The Chair's Annual Report is presented, outlining the college's activities and achievements in the past period.
- Significant issues and proposed responses for the year ahead will be discussed.

5. Financial Reports

- The audited financial statements, including income and expenditure statements and the annual balance sheet are presented for discussion.

- The AGM is invited to approve any accounts for payment from previous financial year (mover/seconder).

6. Proposed Budget (Treasurer)

- The National Committee presents the proposed budget for the next financial year.
- Any discussion

7. Other Reports

- PNA report
- Reports from Membership, Education, Website, and Publications taken as read
- Any discussion, to be noted for the incoming college committee.

8. Remits

- The AGM is invited to decide upon the following remits forwarded for its consideration, noting that any changes to the Rules are to be approved by NZNO's Joint Hui, refer to NZNO Constitution 2025, Chapter 2, clause 16.
- Policy Remit
 - Updated Education Policy
- Rules Remits (see Remit document for details). Remits include:
 - Overall formatting of full document
 - Changes to Honorary and Lifetime membership categories
 - Addition of option to appoint Chair from membership if no suitable person on the committee
 - Training & Education funding wording
- Honoraria
 - Annual amount to be voted on.

9. Elections

- The AGM to approve the results of the elections for the college committee.

10. Other Matters

- Addition of student membership

11. Next Annual General Meeting

12. Closing