**ALLIANCE FRANCAISE CHRISTCHURCH 2023 ANNUAL GENERAL MEETING**

**MINUTES (DRAFT)**

**Units 4&5, 275 Cashel Street, Christchurch**

**11.00am, Saturday, 27th May 2023**

1. **In attendance**

Stephanie Sew Hoy, Fiona Bain, Jeremy Chang, Andrew Starr, Isabelle Guitard, Jude Laing, Peter Moore, Debbie Watt, Eric Mouhica, Heather Libeau Dow, Camille Cheze, Luc Haustant, Sophie Goossens, Julie Chandelier, Helene Bailliet, Karine Legeay-Fisher.

1. **Welcome and introductions**

AFC President, Stephanie Sew Hoy, welcomed members, staff and guests, and asked members of the Executive Committee to introduce themselves (Fiona Bain, Jeremy Chang, Andrew Starr, Isabelle Guitard, Jude Laing, Peter Moore, Debbie Watt).

1. **Apologies and Proxy Votes**

Chris Florkowski, Philippe Gerbeaux, Andy Smith, James Mehigan sent their apologies and appointed Stephanie Sew Hoy as their proxy to exercise their vote at this meeting. Additional apologies: Deborah Williams, Karine Hendriks (Manager AFC / Directrice)

1. **Minutes of the previous AGM** (held on 28th May 2022).

Motion: That the minutes be accepted as a true and correct record of that meeting.

Proposed by Stephanie Sew Hoy. Seconded by Debbie Watt. One abstention (Peter Moore, who was not at the meeting.) All remaining voted in favour. Motion passed.

1. **Receipt of reports and financial statements**

Stephanie Sew Hoy presented her President report (see Appendix 1). The report mentions that Stephanie Sew Hoy and Fiona Bain will not be seeking re-election as President and Vice-President respectively.

Jude Laing, Committee Member, presented the Finance report (see Appendix 2).

Camille Chèze presented the Operations report (see Appendix 3).

Motions:

That the President’s report be accepted.

That the Finance report be accepted.

That the Operations report be accepted.

Proposed by Stephanie Sew Hoy. Seconded by Fiona Bain. All voted in favour. Motion passed.

1. **Election of Reviewing Accountant**

Motion: To elect Community Capacity Accounting as the Reviewing Accountant.

Motion proposed by Stephanie Sew Hoy. Seconded by Jude Laing. All in favour. Motion passed.

1. **Election of Officers**

Nomination of the President:

Stephanie Sew Hoy is standing down as President.

Peter Moore nominates Jeremy Chang. Seconded by Eric Mouhica.

All in favour. Motion passed.

Nomination of the Vice President:

Fiona Bain is standing down as Vice President.

Stephanie Sew Hoy nominates Andrew Starr. Seconded by Peter Moore.

All in favour. Motion passed.

Nomination of the Secretary:

Isabelle Guitard stands down as we take nominations for Secretary.

Stephanie Sew Hoy nominates Isabelle Guitard. Seconded by Debbie Watt.

All in favour. Motion passed

Nomination of the Committee members:

Stephanie Sew Hoy nominates Chris Florkowski, Debbie Watt, Peter Moore and Philippe Gerbeaux as Executive Committee Members. Seconded by Fiona Bain.

All in favour. Motion passed.

1. **General business**

Heather Libeau Dow and Eric Mouhica shared words of appreciation, on behalf of AFC members and the Francophone/Francophile community of Christchurch, for the work and dedication of Stephanie Sew Hoy as President of the AFC for more than 7 years.

Heather Libeau Dow asked who was the new French Ambassador to New Zealand and if she would come to the French Fest 2023 in Akaroa. The French Ambassador is Mme Laurence Beau. She would have been invited to attend to the FrenchFest, however we don’t know if she has accepted.

The AGM was concluded by Stephanie Sew Hoy at 11.35 am.

**Appendix 1**: President’s report



**Appendix 2**: Finance report



**Appendix 3**: Manager’s report



**Appendix 3**: Financial Performance Statements

To be added when audit completed