**ALLIANCE FRANCAISE CHRISTCHURCH 2022 ANNUAL GENERAL MEETING**

**MINUTES (DRAFT)**

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

**11.05am, Saturday, 28th May 2022**

1. Present: Stephanie Sew Hoy, Fiona Bain, Cecile Upton, Sarah Armstrong, Jeremy Chang, Eric Mouhica, Debbie Watt, David Watkins, Sophie Goossens, Jude Laing, Maria Viselli, Chrystelle Descamps, Helene Wray, Cindy Chevet, Florence Cuillé, Audrey Avry.
2. Welcome and introductions.
3. Apologies : Prue Gardiner, Ann Hamilton.   
   Apologies and Proxy Votes : Isabelle Guitard, Chris Florkowski, Andrew Starr and Andy Smith, all of whom appointed Stephanie Sew Hoy as their proxy to exercise their vote at this meeting.
4. Minutes of the previous AGM (held on 29th May 2021).

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

Proposed by Stephanie Sew Hoy. Seconded by Eric Mouhica. All remaining voted in favour. Motion passed.

1. Receipt of reports and financial statements.

Stephanie Sew Hoy presented her President report (see Appendix 1).

On behalf of the Treasurer (post is currently vacant), Fiona Bain presented the Finance report (see Appendix 2).

Florence Cuillé presented the Manager’s report (see Appendix 3).

Motion:

That the President’s report be accepted.

That the Finance report be accepted.

That the Manager’s report be accepted.

Proposed by Stephanie Sew Hoy. Seconded by Debbie Watt.

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 Sarah Armstrong. All in favour. Motion passed.

1. Election of Officers

Nomination of the President:

Stephanie Sew Hoy stands down as we take nominations for President.

Fiona Bain nominates Stephanie Sew Hoy. Seconded by Eric Mouhica.

All in favour. Motion passed.

Nomination of the Vice President:

Jean-Marie Alleaume stands down as Vice President.

Stephanie Sew Hoy nominates Fiona Bain. Seconded by Sarah Armstrong.

All in favour. Motion passed.

Nomination of the Secretary:

Fiona Bain stands down as Secretary.

Stephanie Sew Hoy nominates Isabelle Guitard. Seconded by Fiona Bain.

All in favour. Motion passed

Nomination of the Committee members:

Stephanie Sew Hoy nominates Chris Florkowski, Andrew Starr and Debbie Watts as Executive Committee Members. Seconded by David Watkins.

All in favour. Motion passed.

1. General business

Eric Mouhica passed a special word of appreciation to Stephanie Sew Hoy, for her continuation in the post of President, her leadership, professionalism and contributions to AFC over the previous seven and a half years.

David Watkins asked whether the AFC and the Executive Committee could conduct more advertising and other publicity of its services in varied places around Christchurch, illustrating by way of example that he’d found out about AFC at a stand we had at the Mt Pleasant Sunday Market. He wasn’t sure if AFC remained as visible, in a wide variety places & occasions, promoting its work and activities. Stephanie Sew Hoy thanked David for the feedback and recognises that AFC can do more to increase its publicity.

The AGM was concluded by Stephanie Sew Hoy at 11.39 am.

Appendix 1

President’s report



Appendix 2

Finance report



Appendix 3

Office Manager’s report



Appendix 4

Financial Performance Statements

