

DRAFT MINUTES

AGM



Quorum

Name:	Master Electricians
Date:	Tuesday, 24 June 2025
Time:	3:00 pm to 4:00 pm (NZST)
Location:	Master Electricians Board Room, 220 Thorndon Quay, Wellington
Board Members:	Rhys Burton (Chair), Omri Ash, Martin Sawyers, Michael (Mike) Barr, Shaun Dent, Mark Rawson
Attendees:	Alexandra Vranjac-Wheeler (Chief Executive Officer), Regan Caldwell (Auckland Branch), Gareth Wilkin (Waikato Branch), Callum Margetts (Taranaki Branch), Darren Evans (Hawke's Bay Branch), Stewart Thomas (Whanganui Branch), Peter Couchman (Wellington Branch), Tim Kennedy (Canterbury Westland Branch), Kelly O'Driscoll (South Canterbury Branch), Michael Cumming (Otago Branch), Don McLellan (Southland Branch), Thalia Hargreaves (Board Secretary)

1. Open Meeting

1.1 Welcome and apologies

Annual General Meeting – Opening Remarks

The AGM was officially opened at **3.02pm** on **Tuesday 24 June**, held at Master Electricians' Head Office, **220a Thorndon Quay, Wellington**, and online via Teams.

The meeting was chaired by the **Vice-President/Ex-officio, Rhys Burton**, standing in for **President Mark Rawson**, who is currently recovering from a serious medical event. While Mark was able to attend the meeting online, he did not participate in his capacity as Chair. The Chair acknowledged Mark's significant contribution and extended warm wishes on behalf of the organisation for his continued recovery, noting that he would otherwise have chaired the meeting.

Housekeeping matters and emergency procedures were outlined at the start of the meeting.

The Chair welcomed attendees:

- Members of the **ECANZ Board**
- **Ross Beal**, Chair of the **Finance, Audit and Risk (FAR)** Committee
- **Don McLellan**, Chair of the **ECANZ Education Trust**
- **Branch Presidents and Delegates**
- **Members** attending in person and online

Sincere thanks were extended to all participants for their engagement and attendance.

The Chair noted the meeting will be **recorded**, and attendance is limited to **ECANZ members only**.

It was confirmed that **Branch Delegates** hold voting rights. For each vote, the Chair will clearly identify the designated voters to ensure transparency throughout the process.

1.2 Confirmation of Quorum

Roll Call and Confirmation of Quorum

- 48 RSVPs were received. 27 attendees online; and 21 in-person. List attached in **Appendix A**.

A roll call was conducted to confirm quorum.

Branch Delegates Present:

BRANCH	DELEGATE	ATTENDANCE
AUCKLAND	REGAN CALDWELL	IN-PERSON
WAIKATO	GARETH WILKIN	IN-PERSON
TARANAKI	CALLUM MARGETTS	ONLINE
WHANGANUI	STEWART THOMAS	ONLINE
HAWKE'S BAY	DARREN EVANS	ONLINE - NB: <i>not present at time of roll call; connection issue noted and link resent. Minutes note when Darren is able to join at 3.18pm.</i>
WELLINGTON	PETER COUCHMAN	ONLINE
CANTERBURY/WESTLAND (CANWEST)	TIM KENNEDY	IN-PERSON
SOUTH CANTERBURY	KELLY O'DRISCOLL	ONLINE
OTAGO	MICHAEL CUMMING	ONLINE
SOUTHLAND	DON MCLELLAN	ONLINE

Board Attendance:

ROLE	DELEGATE	ATTENDANCE
PRESIDENT / EX-OFFICIO	MARK RAWSON	ONLINE - present online but not participating in official capacity
VICE-PRESIDENT / EX-OFFICIO	RHYS BURTON	IN-PERSON
DIRECTOR	OMRI ASH	IN-PERSON
DIRECTOR	MICHAEL (MIKE) BARR	IN-PERSON
DIRECTOR	MARTIN SAWYERS	IN-PERSON
DIRECTOR	SHAUN DENT	IN-PERSON

Quorum established, with the following:

- **Branch Delegation:** 90% present (*minimum required: 70%*)
- **Ex-officio:** 1 present, Vice-President (*minimum required: 1*)
- **Directors:** 4 present (*minimum required: 3*)

With **quorum confirmed**, the meeting was declared duly constituted and proceeded accordingly.

1.3 Obituaries

A moments silence was held for **Raymond Ayrton WILLIAMS** - Williams Hickman Electrical Ltd - Member 1253

1.4 Confirmation of minutes from 66th AGM

Motion: That the minutes of the 66th AGM be confirmed.

Moved: Rhys Burton, Ex-officio

Seconded: Regan Caldwell, Auckland Branch Delegate

Motion passed.

1.5 Presentation of Annual Report

The Chair acknowledged the significant efforts and contributions made across the industry over the past year.

The Chair formally presented the 2024/25 Annual Report and invited attendees to take a hardcopy upon departure, if interested. A softcopy was distributed to members in April and remains available on the Master Electricians website. The Annual Report was taken as read.

The following sections of the Annual Report were read aloud at the meeting:

- President's Report
- Board Chair's Report
- FAR Report
- Chief Executive's Report (presented in fuller detail)

1.6 National President's Report

Vice-President, **Rhys Burton** read the President's Report on behalf of the President, **Mark Rawson**. In doing so, he conveyed the strong sense of passion and commitment the President holds for the organisation and the industry.

1.7 ECANZ Board Chair Report

As circulated to members in the Annual Report, **Omri Ash**, read his Board Chair's Report.

Rhys acknowledged Omri's appointment as Board Chair in 2024 and thanked him for his leadership and contribution over the past year.

1.8 Finance, Audit and Risk Committee Report

The Finance, Audit and Risk (FAR) Committee report, as included in the Annual Report, was taken as read.

Ross Beal, FAR Chairman, spoke to the report, providing a brief overview of the Committee's role and responsibilities. He acknowledged the ongoing work with Master Electricians Finance team and extended thanks to fellow FAR Committee members Mike Barr and Martin Sawyers, as well as the ECANZ Board Chair, Board, and CEO for their continued efforts in maintaining a strong financial and governance position.

Ross also extended best wishes to Mark Rawson for his health and recovery.

1.9 Chief Executive Officer Report

The Chief Executive, **Alexandra Vranjac-Wheeler**, noted that her written report was included in the Annual Report and taken as read. She provided a broader overview and recap of the organisation's current state, recent progress, and future direction.

Alex reflected on 2024 as a significant and diverse year for Master Electricians – one of transformation, growth, and renewed strategic focus. She emphasised the organisation's core purpose to **Advocate, Educate and Support**, highlighting key milestones and thanking the wider team, including NPAF, Branch Delegates, the Board Chair, Sponsors and members, for their continued support and commitment.

Alex also acknowledged the efforts of the national office team and the Board in delivering through a year of considerable change.

Key Highlights from the CEO's presentation:

- **Vision and Purpose:** Reinforced the organisation's commitment to maintaining relevance and implementing the new Constitution.
- **2024 Year in Review:**
 - Strong **membership growth** and improved engagement with non-members through professional development courses.
 - Focus on **celebrating success** and setting a clear **strategic direction**, with emphasis not just on growth, but on enhancing value for existing members.
 - The year marked by major changes including the **sale of Martynsfield property** and **divestment of ICE shares**.
- **Financial Performance:**
 - Acknowledged **abnormal expenses** tied to increased legal support for advocacy activities (e.g. Serene heater issue).
 - Advocacy efforts have contributed positively to member visibility and new membership growth.
- **Financial Stewardship & Sustainability:**
 - Growth in **sponsorship income** and strategic initiatives aimed at diversifying revenue streams.
 - Highlighted the role of **Trade Master** – reinforcing that every dollar spent through Trade Master goes back into the industry.
- **Advocacy & Industry Engagement:**
 - Recognition of the appointment of **Simon Rogers to the EWRB**, a positive step for industry influence.
 - Encouragement for members to engage actively with **NPAF** and local branches to contribute to a unified industry voice.
- **Member Benefits & Looking Ahead:**
 - As at 31 May, key metrics were provided.
 - Strong early **registrations for the upcoming Conference**, the first in 5–6 years, which also celebrates the Association's centenary.
- **Strategic Partnerships:**
 - Recent signings with **EECA and CHASNZ** noted as important collaborations supporting course development and member value.

Alex encouraged ongoing support for **upcoming Trade Master courses**, and welcomed members to visit the new **Trade Master Auckland branch in Penrose**. The team, including Raymond Tancred and Andreas Kasoulides, continues to connect with members across the country.

Acknowledgement:

Rhys Burton acknowledged Alex Vranjac-Wheeler's leadership and the significant effort she has led over the past 18 months in guiding the organisation through this period of transition and transformation.

At 3.18pm, Darren Evans, Hawke's Bay Branch Delegate ("Sparkydaz") joined the meeting.

1.10 Adoption of Accounts

The Chair advised that the **Annual Accounts for the year ended 31 December 2024** required a formal vote for adoption. It was noted that the accounts had been widely published in the Annual Report, circulated to members in April, and that the full financial statements had been uploaded to the Incorporated Societies Register in May and recirculated to members thereafter.

The Chair opened the floor to questions. **No questions were raised.**

Motion: That the Annual Accounts for the year ended 31 December 2024 be adopted.

Moved: Rhys Burton, Ex-officio

Seconded: Gareth Wilkin, Waikato Branch Delegate

Vote count:

BRANCH	DELEGATE	ATTENDANCE	In Favour	Against
AUCKLAND	REGAN CALDWELL	IN-PERSON	X	
WAIKATO	GARETH WILKIN	IN-PERSON	X	
TARANAKI	CALLUM MARGETTS	ONLINE	X	
WHANGANUI	STEWART THOMAS	ONLINE	X	
HAWKE'S BAY	DARREN EVANS	ONLINE	X	
WELLINGTON	PETER COUCHMAN	ONLINE	X	
CANTERBURY/WESTLAND (CANWEST)	TIM KENNEDY	IN-PERSON	X	
SOUTH CANTERBURY	KELLY O'DRISCOLL	ONLINE	X	
OTAGO	MICHAEL CUMMING	ONLINE	X	
SOUTHLAND	DON MCLELLAN	ONLINE	X	

Resolution: Carried unanimously (10/10)

The motion to adopt the Annual Accounts was **passed**.

1.11 Adoption of the Auditor

The Chair recommended that the Association retain the incumbent Auditor, Crowe. It was noted that Crowe has delivered quality work during the annual audit process and provided clear explanations of any anomalies.

Motion: To adopt the Auditor

Moved: Rhys Burton, Ex-officio

Seconded: Omri Ash, Director

Vote count:

BRANCH	DELEGATE	ATTENDANCE	In Favour	Against
AUCKLAND	REGAN CALDWELL	IN-PERSON	X	
WAIKATO	GARETH WILKIN	IN-PERSON	X	
TARANAKI	CALLUM MARGETTS	ONLINE	X	
WHANGANUI	STEWART THOMAS	ONLINE	X	
HAWKE'S BAY	DARREN EVANS	ONLINE	X	
WELLINGTON	PETER COUCHMAN	ONLINE	X	
CANTERBURY/WESTLAND (CANWEST)	TIM KENNEDY	IN-PERSON	X	
SOUTH CANTERBURY	KELLY O'DRISCOLL	ONLINE	X	
OTAGO	MICHAEL CUMMING	ONLINE	X	
SOUTHLAND	DON MCLELLAN	ONLINE	X	

Resolution: Carried unanimously (10/10)

The motion to adopt the Auditor, Crowe, was **passed**.

1.12 Election of the President

Motion: To Elect the National President

Moved: Rhys Burton, Ex-Officio

Seconded: Tim Kennedy, CanWest Branch Delegate

Vote count:

BRANCH	DELEGATE	ATTENDANCE	In Favour	Against
AUCKLAND	REGAN CALDWELL	IN-PERSON	X	
WAIKATO	GARETH WILKIN	IN-PERSON	X	
TARANAKI	CALLUM MARGETTS	ONLINE	X	
WHANGANUI	STEWART THOMAS	ONLINE	X	

HAWKE'S BAY	DARREN EVANS	ONLINE	X	
WELLINGTON	PETER COUCHMAN	ONLINE	X	
CANTERBURY/WESTLAND (CANWEST)	TIM KENNEDY	IN-PERSON	X	
SOUTH CANTERBURY	KELLY O'DRISCOLL	ONLINE	X	
OTAGO	MICHAEL CUMMING	ONLINE	X	
SOUTHLAND	DON MCLELLAN	ONLINE	X	

Resolution: Carried unanimously (10/10)

The motion to re-elect the incumbent National President, Mark Rawson, was **passed**.

1.13 Election of the Vice-President

Motion: To Elect the Vice-President

Moved: Omri Ash, Director

Seconded: Peter Couchman, Wellington Branch Delegate

Vote count:

BRANCH	DELEGATE	ATTENDANCE	In Favour	Against
AUCKLAND	REGAN CALDWELL	IN-PERSON	X	
WAIKATO	GARETH WILKIN	IN-PERSON	X	
TARANAKI	CALLUM MARGETTS	ONLINE	X	
WHANGANUI	STEWART THOMAS	ONLINE	X	
HAWKE'S BAY	DARREN EVANS	ONLINE	X	
WELLINGTON	PETER COUCHMAN	ONLINE	X	
CANTERBURY/WESTLAND (CANWEST)	TIM KENNEDY	IN-PERSON	X	
SOUTH CANTERBURY	KELLY O'DRISCOLL	ONLINE	X	
OTAGO	MICHAEL CUMMING	ONLINE	X	
SOUTHLAND	DON MCLELLAN	ONLINE	X	

Resolution: Carried unanimously (10/10)

The motion to re-elect the incumbent Vice-President, Rhys Burton, was **passed**.

1.14 Director's Fees

ECANZ Board Chair Remuneration increase

The CEO advised that a paper regarding Directors' Fees had been circulated to members via NPAF. It was noted that a significant amount of work is undertaken by Directors across the Board, as well as in supporting NPAF, branch activities and events.

It has been some time since Director remuneration was last reviewed. The proposed increase reflects benchmarking against the Institute of Directors (IoD) guidelines, comparisons with national averages, and consideration of the increased scale and financial performance of ECANZ.

In recognition of the growing obligations and responsibilities of the role, and to bring the remuneration in line with the national average, the CEO put forward a motion to increase the Board Chair's fee by \$15,000.

Motion: That the Board Chair's annual fee be increased by \$15,000 to align with national benchmarks and reflect the role's growing responsibilities.

Moved: Rhys Burton, Ex-Officio

Seconded: Darren Evans, Hawke's Bay Branch Delegate

Vote count:

BRANCH	DELEGATE	ATTENDANCE	In Favour	Against
AUCKLAND	REGAN CALDWELL	IN-PERSON	X	
WAIKATO	GARETH WILKIN	IN-PERSON	X	
TARANAKI	CALLUM MARGETTS	ONLINE	X	
WHANGANUI	STEWART THOMAS	ONLINE	X	
HAWKE'S BAY	DARREN EVANS	ONLINE	X	
WELLINGTON	PETER COUCHMAN	ONLINE	X	
CANTERBURY/WESTLAND (CANWEST)	TIM KENNEDY	IN-PERSON	X	
SOUTH CANTERBURY	KELLY O'DRISCOLL	ONLINE	X	
OTAGO	MICHAEL CUMMING	ONLINE	X	
SOUTHLAND	DON MCLELLAN	ONLINE	X	

Resolution: Carried unanimously (10/10)

The motion to increase the Board Chair Director Fee by \$15,000, was **passed**.

1.15 General Business - change of boundaries

Branch Boundary Adjustment

A proposal was put forward to formally adjust regional boundaries, moving the top of the South Island (including Nelson) from the Wellington Branch into the Canterbury Westland (CanWest) Branch.

There was wide support from the affected branches.

- Peter (Wellington) expressed support, noting the change is the right move for better supporting members in the region.
- Tim suggested the idea of sub-branches to maintain local engagement through events and reinforced that the change was about member support, not finances.
- Auckland is exploring a similar approach for Northland through a sub-committee (not a formal sub-branch), noting a full audit would be required for any formal restructuring.
- Nigel noted that Whangārei members already attend Auckland meetings and feel well supported, indicating such arrangements can work effectively.
- Tim agreed, emphasising the need to focus on supporting members regardless of boundary structure.

Questions were raised about whether members had been consulted. Peter advised that while formal consultation did not occur, the decision was made on the basis that it is a logical and practical move. The region is better supported logistically and operationally from CanWest, especially with the Regional Manager already based there.

Discussion:

- Don (Southland) abstained, suggesting there should be direct consultation with the affected members.
- Rhys confirmed that Branch Rebate Levies (BRLs) for the affected members would be redirected to CanWest.
- Peter noted that Wellington had already been investing more than it received in BRLs to support these members.
- Rhys acknowledged the comment and noted that planned changes to Regional Manager deployment would ensure improved member support in the region.

Motion: That the boundary of the Wellington Branch be adjusted to move members located at the top of the South Island into the Canterbury Westland Branch.

Moved: Mike Barr, Director

Seconded: Peter Couchman, Wellington Branch Delegate

Vote count:

BRANCH	DELEGATE	ATTENDANCE	In Favour	Against
AUCKLAND	REGAN CALDWELL	IN-PERSON	X	
WAIKATO	GARETH WILKIN	IN-PERSON	X	
TARANAKI	CALLUM MARGETTS	ONLINE	X	
WHANGANUI	STEWART THOMAS	ONLINE	X	
HAWKE'S BAY	DARREN EVANS	ONLINE	X	
WELLINGTON	PETER COUCHMAN	ONLINE	X	
CANTERBURY/WESTLAND (CANWEST)	TIM KENNEDY	IN-PERSON	X	
SOUTH CANTERBURY	KELLY O'DRISCOLL	ONLINE	X	
OTAGO	MICHAEL CUMMING	ONLINE	X	

SOUTHLAND	DON MCLELLAN	ONLINE		
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Vote: 9 in favour, 1 abstention – ***Motion passed***

Rhys read aloud Rules clauses 3.8, 11.2 and 6.2.2.4 to confirm the process. It was noted that these clauses were exercised appropriately in support of the resolution.

Next Steps:

Members will be informed via formal communications, Regional Managers, and NPAF channels. The change has also been discussed previously at both affected branches. Tim added that members from the region have been invited to the upcoming Trade Conference in Reefton, where the Regional Manager will also be present.

1.16 General business

Major Transaction Clause – 24 Allright Place

The Major Transaction Clause (MTC), introduced via NPAF in 2024, was discussed in relation to the potential sale of the property at 24 Allright Place, Mt Wellington.

While the clause was ultimately not required, due to the successful negotiation of a long-term lease agreement (6 + 6 years), this was the first time the clause was considered since its introduction. The discussion took place at an in-person NPAF meeting and was acknowledged as a valuable demonstration of democratic process and organisational transparency.

Life Membership Criteria

There was some confusion in the lead-up to the AGM regarding what constitutes a Life Member. Rhys is developing a formalised set of criteria to clarify the requirements and achievements that qualify an individual for Life Membership.

This draft criteria will be presented to the Board for review and then circulated to NPAF and the wider membership for feedback and consideration.

It was noted that there are many deserving individuals across the organisation, and having clear, consistent guidelines in place will help ensure appropriate recognition moving forward. The aim is to be fully prepared for nominations ahead of the 2026 AGM.

General Business

Alex acknowledged the retirement of long-standing member **Hughie Hughes** (#0024). A story is being planned to recognise his contributions as part of the Centenary celebrations.

Members were reminded that the NZ Electrical Conference will take place at the end of October. Those who have not yet registered were encouraged to do so. Alex also extended thanks to the event sponsors for their continued support and expressed hope to see many members in attendance.

2. Close Meeting

Next meeting: To be scheduled for 2026.

Meeting Closure

Rhys thanked everyone for their participation in the 67th Annual General Meeting and formally closed the meeting at 4.00pm.

Signature: _____



Date: 27 June 2025

67th AGM Attendees

Member No.	Branch		Name	In Person	Online	Delegate
3478	Auckland	Team Cabling	Dan Amner	In Person		
0190	Auckland	Dalton	Daniel Berry		Online	
24667	Auckland	Lynx Recruitment	Dylan Pickering		Online	
24631	Auckland	ATT	Nicola Dashper		Online	
Life Member	Auckland	Life Member	Peter Jones		Online	
1636	Auckland	Bishman	Regan Caldwell	In Person		Voter
0190	Auckland	Dalton	Rhys Burton	In Person		Board
2100	Auckland	Astech Electrical	Steve Hallett		Online	
2100	Auckland	Astech Electrical	Tulson Caird		Online	
24661	CanWest	A R Stack Electricians	Allan Stack		Online	
3115	CanWest	Aotea	Tim Kennedy	In Person		Voter
0184	CanWest	Dial a Sparky	Timothy Orr		Online	
0388	CanWest	Melray Electric Ltd	Glenn Connor		Online	
2810	Hawkes Bay	Buzz Electrics	Buzz Barham		Online	
23852	Hawkes Bay	Sparkydaz	Darren Evans		Online	Voter
	National Office	Master Electricians	Alex Vranjac-Wheeler	In Person		
	National Office	Master Electricians	Andreas Kasoulides	In Person		
	National Office	Master Electricians	Aoife Lakeman	In Person		
	National Office	Master Electricians	Bree Taylor		Online	
	National Office	Master Electricians	Daniel Jone	In Person		
	National Office	Master Electricians	Garry Fissenden		Online	
	National Office	Master Electricians	Lauren Chaplow	In Person		
	National Office	Master Electricians	Morgan Jones		Online	
	National Office	Master Electricians	Nigel Picard	In Person		
	National Office	Master Electricians	Thalia Hargreaves	In Person		
1578	Otago		Michael Cumming		Online	Voter
1488	Otago	Alec Knewstubb Electrical	Alec Knewstuff - Life Member		Online	
0418	South Canterbury	Plunket Electrical	Kelly O'Driscoll		Online	Voter
3643	South Canterbury	Des Scott Electrical 2008 Ltd	Shane Bell		Online	
Retired Member	Southland	Retired Member	Allan Fyfe		Online	
Life Member	Southland	Life Member	Don Mclellan		Online	Voter
8113	Southland	Life Member	Ross Beal	In Person		
0492	Southland	Laser Electrical Invercargill	Warren Keen		Online	
4301	Taranaki	HEL Rimu	Callum Margetts		Online	Voter
0782	Taranaki	Wells	Justin Peterson		Online	
3615	Waikato	Curle Electrical Services Ltd	Duane Woods		Online	
23284	Waikato	Ultraflex Technologies Ltd	Gareth Wilkin	In Person		Voter
3115	Waikato	Aotea	Michael Barr	In Person		Board
1305	Wellington	Seven Electrical/Life Member	Ian Butturini		Online	
24625	Wellington	GOAT Electrical	Jake Jones	In Person		
	Wellington	Independent	Martin Sawyers	In Person		Board
0903	Wellington	Millars	Omri Ash	In Person		Board
1305	Wellington	Seven Electrical	Peter Couchman	In Person		Voter
4288	Wellington	Wiretec Electrical	Sam Cook	In Person		
24657	Wellington	Trio Electrical Services Ltd	Shantha Widanelage	In Person		
3903	Wellington	Stones	Shaun Dent	In Person		Board
1753	Wellington	Stewart & Rogers Electrical	Simon Rogers		Online	
Life Member	Whanganui	Switched On	Graeme Baker QSM		Online	
1411	Whanganui	Walker & Thomas	Stew Thomas		Online	Voter