

MINUTES (in Review)

EWPA AGM



Name:	Elevating Workplatform Association New Zealand
Date:	Wednesday, 23 July 2025
Time:	3:00 pm to 3:17 pm (NZST)
Location:	To Be Confirmed, Auckland
Committee Members:	Kenny Marshall (Committee Chair), Andrew Jensen, Mr Dean Van Buuren, Steve Boyde
Attendees:	Kylene Schlebusch, Member From the Floor, Rodney Grant
Apologies:	Jonathan Tulitt

1. Opening Meeting

1.1 Welcome

Thank you for joining the 2025 AGM of the Elevating Work Platform Association.

Chair of the meeting is our President - Kenny Marshall. As CEO, I will control proceedings.

The president holds 4 proxy votes = 5 votes total

Is there anyone else holding a proxy vote?

CE of EWP Technical Solutions holds the proxy of Nifty Lift.

2. Apologies

2.1 Apologies

Apologies from:

Jonathan Tulitt - Snorkel NZ - Proxy to President

Mark Gregory - Swift Access

3. Confirmation of 2023 Annual General Meeting Minutes

3.1 Confirm Minutes

EWPA AGM 2024 24 Jul 2024, the minutes were confirmed as presented.

Could I please have a mover that the tabled 2024 AGM minutes are a true and accurate record?

Second?



Accepted

Accepted by floor

Decision Date: 23 Jul 2025
Mover: Andrew Jensen
Seconders: Mr Dean Van Buuren
Outcome: Approved

4. Matters Arising from the Minutes

4.1 Any matters arising from these minutes?

No matters arising.



Accepted

Ed Richardson
Decision Date: 23 Jul 2025
Mover: Member From the Floor
Seconders: Rodney Grant
Outcome: Approved

5. Presidents Report and Accounts for year ending 31 March 2025

5.1 Presidents Report

Presidents report tabled and presented as attached

5.2 Financials of the 2024/2025 year

We present the final accounts for the association for the 2024-25 period, ending 31 March 2025.

The association has run at a loss this financial year at -\$23,370

The main sources of income are from membership subscriptions and stationary sales. These have stayed relatively the same year on year, with small growths relative to inflation.

Stationary total = \$96180 vs. \$87384 LY. Thank you for your continued support in this area.

Membership = \$28,156, down on LY of \$30865 - membership reduction to 83 companies.

Our expenses is the pressure point. These continue to grow at a larger rate than revenue growth.

We continue to work on and find ways to create a financially sustainable and resilient position as the Association.

Any ideas you may have, please share so we can look at all options.

HIANZ administration charges are the single largest expense but there is a lot of value here. We could not run the admin team at any lesser amount and we benefit by a lot of work being the same for both associations, lowering overall cost.

Advertising and marketing expense was larger @\$11,372 as we pushed out to wider markets to promote the work we are doing. We promoted our industry to other industries at their conferences, ran advertorial in the Builders and Contractors magazine and created marketing material for promotion of the webstore and our Registered Inspectors.

The RI program has increased interest and we are now billing at cost recovery for our work with Inspectors being accredited. For these accounts we only moved to cost recovery just prior to EOY, hence the \$5,960 expense and only \$1,790 revenue.



Accepted

Anthony Couwenbergh

Decision Date: 23 Jul 2025
Mover: Rodney Grant
Seconders: Member From the Floor
Outcome: Approved

6. Setting of the 2026/27 Subscriptions

6.1 2026/2027 subscription

The board proposes to increase the current subscription rate for the coming year to \$410.00 + GST. This matches CPI % increase as at end of March 2025 of 2.5%.

Going forward, at each AGM, the proposed subscription rate will match CPI % adjustment at the time.

The board move the confirming the subscription rate of \$410.00.

Seconders?



Approved

All accepted

Decision Date: 23 Jul 2025
Mover: Steve Boyde
Seconders: Andrew Jensen
Outcome: Approved

7. Election of Association Auditor

7.1 Election of Association Accountant – PR Accounting Limited

The board proposes we continue our accountancy functions with PR Accounting who carries out the functions for HIANZ as well.

This provides economy of scale (shared costs) and reducing the extra administration of dealing with a different provider to HIANZ.

Move to secure PR accounting for the coming financial year

Seconders



Approved PR Accounting

Floor agreed

Decision Date: 23 Jul 2025
Mover: Rodney Grant
Seconders: Kenny Marshall
Outcome: Approved

8. Election Results of Directors

8.1 Board of Directors

As mentioned in the call for nominations, we have one position to fill on the board plus two positions up for re-election, currently Held by Steve Boyde and Dean Van Buuren. Both Steve and Dean have offered to stand again for the positions.

We received three nominations - Daniel Rondel of Porter group, Tom Humble of QT Training and Mark Gregory of Swift Access Hire.

This means we have 5 people nominated for 3 positions, meaning a competitive vote for the positions.

The board decided to run an election in accordance with the constitution but at shorter timeframes. Voting was conducted on Election buddy over the last week and the result is:

Results are:

Tom Humble

Mark Gregory

Steve Boyde

Thank you to Daniel Rondel for putting himself forward for nomination. We look forward to working with Daniel on Association projects.

A big thanks of appreciation goes to Dean Van Buuren. Dean has been an instrumental figure on the board and has added a lot of value. Dean also sits on the Competency Assessment Committee for the Registered Inspector program. We hope that we can continue to connect with Dean on this and other activities of the Association.

9. Motions of which notice has been given

9.1 Motion #1

The Incorporated Societies Act 2022 and subsequent regulations are now in effect.

The Association is required to renew it's constitution and re-apply to the Societies Register.

Under the act there is a requirement to make changes to the constitution (Rules) and this is a good time to seek some other changes for the benefit of the Association and it's members.

The motion is: Adoption of the constitution meeting the requirements of the Incorporated Societies Act 2022 as presented.



New Constitution

everyone in favour

Decision Date: 23 Jul 2025

Mover: Kenny Marshall

Seconder: Andrew Jensen

Outcome: Approved

9.2 Motion #2

The Association has taken the opportunity during the updating of the constitution to update the code of ethics of members in the Association.

The motion is: Adoption of the Code of Ethics as presented, matching the new constitution



approved code of ethics

all in favour

Decision Date:	23 Jul 2025
Mover:	Kenny Marshall
Seconder:	Mr Dean Van Buuren
Outcome:	Approved

9.3 Motion #3

Adoption of re-registering the Association to Incorporated Societies Register.

The Association is required under the new act to re-register on the Societies Register as an incorporated society.

This requires membership approval.

The motion is: The association re-registers as an incorporated society on the Societies Register.



All approved

all accepted

Decision Date:	23 Jul 2025
Mover:	Kenny Marshall
Seconder:	Steve Boyde
Outcome:	Approved

10. General Business

10.1 New General Business Item

Is there any item of general business from the floor?

No general business raised

11. Close Meeting

11.1 Close the meeting

Next meeting: EWPA AGM 2026 - 28 Jul 2026, 9:00 am

Signature: _____

Date: _____