

**MINUTES OF ANNUAL GENERAL MEETING OF
THE OUTWARD BOUND TRUST OF NEW ZEALAND
HELD AT OUTWARD BOUND SCHOOL, 387 ANAKIWA ROAD, PICTON ON
SATURDAY, 28 OCTOBER 2017 AT 8.30AM**

The President, Andrew Smith, welcomed everyone to the 2017 Annual General Meeting and thanked everyone for making the journey to Anakiwa.

Present:

M Adams, C Anderson, H Barnes, R Cassaidy, S Cole, G Faber, G Coughlan, D Hubbard, G Lanning, B McCarthy, F MacKenzie, S McLeod, D Montgomerie, T Plummer, M Robinson, A Smith and T Watts,

Staff: V Klap (CEO) T van Dijk (Commercial Manager)

Apologies:

E Lunken, G Oppenheim, D Stewart, M Friedlander, R Kirkman, Sir Eion Edgar, J Ford M Brooke, R Miller, J Kernoham, M Morgan, Sir David Levene, R Stewart, T Rhind, P D R Miller, B Millar, I Emirali, T Hancock, I Moody, F Moran, D Tibby, R Granger, H Sumpter, D Fulton, J Patterson and J Thew

The apologies be accepted.

Moved: M Robinson / Seconded: S McLeod
Carried

Confirmation of the minutes of the last meeting on 29 October 2016:

The minutes of the meeting of 29 October 2016 be accepted as a true and correct record of the proceedings.

Moved: G Coughlan / Seconded: M Adams
Carried.

Presidents Report:

The President addressed the AGM. He noted the transformation of Wellington office to a focussed and efficient team since the arrival of V Klap as CEO. This change is also thanks to the efforts of the management team in Wellington. A Smith expressed his sincere gratitude to the team at Anakiwa to keep courses running at a high standard during changing and challenging times.

A Smith noted the improvement of the financial results for the 2017 financial year and was an excellent step towards achieving financial sustainability. A Smith recognised the importance of fundraising team in continuing to accomplish these results. A Smith recognised the governance review that was being led by G Faber that he hoped the review would be completed by AGM next year.

A Smith felt heartened by the progress of Project Refresh and the number of donors who have contributed to the fund. The school played a significant role in this accomplishment in continuing to deliver courses with high outcomes for students.

A Smith conveyed his pleasure in working with the Victor and the management team, members council and fellow board members.

CEO Report

V Klap acknowledged A Smith and thanked him for being a great Chair and also for being so supportive of the leadership team.

V Klap addressed the AGM and spoke to the meeting about the continuing positive culture among Outward Bound staff as reflected in the recent workplace survey. He spoke about ongoing changes to courses with a revamped 5 day professional course and explorer for course for 14-15 year olds and the number of innovations within the organisation including fitness trials, medicals trials, winter course flow and OB Champions programme. V Klap discussed that OB continued to provide good outcomes for students and the significant improvement in student numbers in 2017 which is reflected in the improved financial results. V Klap discussed the ongoing challenges for the organisation including maintaining brand awareness, developing new channels, screening for mental wellness and price barriers. Looking forward to 2017/18 the focus is further revenue growth, course trials, increased investment in Anakiwa staff and Project Refresh.

Adoption of the Annual Report:

That the 2017 Annual Report be accepted.

Moved: D Hubbard / Seconded: G Coughlan
Carried.

Adoption of 2017 Financial Statements with the Auditor's Report:

That the 2017 Financial Statements with the Auditor's Report be accepted.

Moved: G Faber / Seconded: G Coughlan
Carried.

Confirmation of Auditor:

That Grant Thornton be reappointed for the 2018 year.

Moved: T Watts / Seconded: M Robinson
Carried.

Special Business

Appointment of Councillors:

That the following are appointed to the Members Council: Marina Adams, Claire Anderson, Howie Barnes, Anne Beex, Bonnie Bolton-Roger, R Cassaidy, Bill Day, Grant Faber, Tracey Hancock, Gerald Lanning, Brandon McCarthy, David Montgomerie and Tim Watts

Moved: G Coughlan / Seconded: s McLeod
Carried.

It was confirmed they are all financial members of the Trust in accordance with the Trust Deed.

The Chairperson congratulated those that had been appointed to Members Council.

Other Business:

D Hubbard acknowledged the sterling job Andrew Smith has done as President and would like to record with grateful thanks the time and effort he has put into the role.

A Smith noted that I Moody would not be standing for the board again due to personal reasons and thanked him for his time on the board in particular his role as Chair of the ESAC.

A Smith also acknowledged T van Dijk and noted how appreciative he was of her contribution to Outward Bound

The meeting closed at 9.20 am.

CERTIFIED AS BEING A TRUE AND CORRECT RECORD.

CHAIRPERSON

DATE