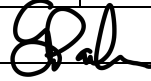


	New Zealand Outdoor Instructors Association (NZOIA) AGM – 9am 21 September 2025 – Blue Skies, Kaiapoi, Canterbury
Present	Gemma Parkin (Chair), Mark Johnston, Justine Kennard, Jo Thompson, Karllie Clifton, Peter Drew, Sonya Sutherland, Kenya Malone, Warwick Prewer, Dan Fieten, Darrin Worsfold, Abby Mitchell, Mike Daisley, Archie Purchas, Mitzi Janes, Camryn Parkes, Emily Neal, Tim Bartholomew, Cheri McCauley, David Eaton, Hillary McDonald, Rob Storey, Rob Jolly, Penny Holland, Chan Songty Underwood, Jeff Lappin, Beth Kay, Andrew Mount, Leo Juby, Sophia Mulder, Aimee Kelly-Neville, Emma Malcolm, Kieran McKay, Matt Cloonan, Pip Rees, Shanan Fraser, David Van der Gulik, Tony Church, Taylor Bruning, Steve Chapman, Ella Creagh, Curtis Vermeulen, Xania Miller, Leanne Parsons, Sharon Nicholas, Graeme Swift, Allan Kane, David Cunningham, Jo Parsons.
Apologies	Ben White, Travis Donoghue, Rodger Thompson, Fiona McDonald, Jim Masson, Andy Thompson, Shanan Miles, Loz Ogle, James Geddes, Pete Ely.
Meeting opened	0900

Item	Discussion
1. Apologies	Apologies noted.
2. Confirmation of minutes	Moved that the minutes from the previous meeting on 29 September 2024 be accepted as a true and correct record: Gemma Parkin Seconded: Graeme Swift Passed
Matters Arising	None
3. Chair Report	Acknowledgement of NZOIA's partners: Welcome to Ella Creagh from Sport NZ and Mike Daisley from the Mountain Safety Council and thank you to both for attending the Symposium and thank you to EONZ and Recreation Aotearoa for attending the Symposium and for their ongoing support. Welcome to all our members. Gemma Parkin tabled the Chair Report. Key Points: - Gemma noted that NZOIA membership was at the highest point ever. - The board's decision to invest into additional staffing in 2024 allowed the board to step back from operational support and allowed the NZOIA staff to make important developments to NZOIA operations. Gemma emphasised that the deficit budget that resulted from that investment was planned by the board. - Gemma acknowledged Dallis Waters who stood down from the board in 2024 and welcomed Justine Kennard as a recently appointed board member to replace Dallis. - Gemma thanked Peter, Sonya, Penny and the NZOIA staff team for pulling together another successful Symposium and for the work they do for the Association. - Acknowledged and thanked Board members Ben White, Karllie Clifton, Jo Thompson, Travis Donoghue, Mark Johnson Moved that the Chair Report be accepted: Gemma Parkin Seconded: Mark Johnson Passed

Item	Discussion
	Peter Drew tabled the CE Report Key Points: • The high numbers for membership and numbers of qualifications was emphasised. • Improved operations were noted, particularly in communications systems between NZOIA staff, Assessors, and candidates, pre and post Assessment and developments of the resource platform for candidates. • There need for increasing income streams was emphasised in order to get back to a sustainable budget position. Good initial progress had been made with funding, but significant increased income was still needed. • Moving forward there was a focus on continuing to improve operational systems, and to have more interactive engagement with the members and the outdoor community. Moved that the CE Report be accepted: Gemma Parkin Seconded: Darrin Worsfold Passed
4. Financial Report	Financial Report for 2024/25 tabled. The 2024/25 financial year resulted in a deficit of \$31,452 Moved that financial report is accepted: Moved: Gemma Parkin Seconded: Rob Jolly Passed Current Record of Signatories on NZOIA Bank Accounts: Full Signatories ASB: Sonya Sutherland, Peter Drew, Mark Johnston, Gemma Parkin Additional Signatories ASB: Penny Holland Full Signatories BNZ: Sonya Sutherland, Peter Drew, Mark Johnston, Gemma Parkin Additional Signatories: Penny Holland Smart Assurance Services Limited are appointed as the reviewer of NZOIA's annual accounts.
5. Notices of Motion	1. Continuing Incorporated Society status Motion: In accordance with the 2022 Incorporated Societies Act, the Board recommends that NZOIA continues to operate as an Incorporated Society, and to take the required actions to maintain that status. The above motion Passed by majority vote. 2. Amendments to the NZOIA Constitution Motion: In accordance with the 2022 Incorporated Societies Act, the Board recommends that NZOIA adopt in entirety the changes to the NZOIA Constitution that have been circulated to

Item	Discussion
	the NZOIA membership. These changes are to ensure that the NZOIA Constitution complies with the requirements of the 2022 Incorporated Societies Act. The above motion Passed by majority vote.
6. Annual Subscriptions	NZOIA Membership and Qualification Registration Fees – 2026/27 Motion: Gemma Parkin moved that there be no increase in the membership and qualification and registration fee for 2026-27.
7. Review of Code of Ethical Practice	Peter Drew gave an update on the review of the Code of Ethical Practice. If anyone has any feedback, please get in touch.
8. Election of Board Members	Acknowledgement and thank you to Jo Thompson who stepped down from the board after 9 years. There is one elected position available on the Board this year. One nomination was received: Hillary McDonald Hillary McDonald duly elected for a 3-year term.
9. General Business	Darrin Worsfold commented that it was disappointing there were once again no nominations for the NZOIA Emerging Guide Award. Gemma Parkin suggested that with tourism increasing again, this situation could hopefully change. Darrin Worsfold suggested that NZOIA should look into having an award that recognises teachers or schools in order to try raise the profile of NZOIA qualifications in schools. Curtis Vermeulen raised the issue of potential changes to DOC concessions and suggested preparing case scenarios in advance to help shape decision making. Gemma reinforced that there is an ongoing collective push back from the outdoor not-for-profit sector. There was general discussion around providing some more guidance to graduates on next steps and better understanding potential career pathways. A year's membership with NZOIA was suggested, and having job opportunities on the NZOIA website. Andrew Mount suggested having a NZOIA Certificate of Learning at schools. Mike Daisley highlighted the positive engagement and positive connections generated through the NZOIA AGM, and the positive NZOIA communications in general.
AGM Closed	AGM closed: 10.05am

Signed: 

Name: Gemma Parkin

Position: Chair

Date: 16/10/26