**Minutes Special General Meeting  
30th September 2017  
Russell Keown House  
Lower Hutt 12:25pm-12:30pm  
  
**

**Attendees:**  
(In person) Leanne Gibson, Beverley Jocelyn, Victoria Caccioppoli, Chris Partridge, Anne Abbott  
(By phone) Nina Hawke, Vicky Graham, Rachel Butler  
  
**Apologies:**  
Eileen Curry, Carolyn Williams, Annette Dougherty, Ann Evans, Sarah Cull, David Verrinder  
 Kate O’Reilly  
 Graham Reid  
 Wendy MacKay  
 Gwenda Lapthorne  
 Mary Ayaduray  
 Lesley Cotterill  
 Barbara Lang  
 Annette Sheridan  
 Jean Barr  
 Marian Barclay  
 Veronica Guadarrama  
 Cath Rivron  
Bev van Vels  
Carol Millican  
Beryle Ravenwood  
Margarette Marshall  
Rachel Davison  
  
**Welcome**  
Vicky Graham welcomed everyone to the 2017 Special General Meeting of Canine Friends Pet Therapy.   
  
**Amendment to the Constitution**   
Vicky outlined that the purpose of the meeting was to vote on an amendment to our constitution which is necessary to enact the Committee’s decision to offer liaison officers and assessors who have worked in that role for two or more years a waiver of the requirement to pay a subscription fee. This decision was approved at the Annual General Meeting in June 2017.   
  
The proposed amendment to be added is:

c] Exempt Active Members: Any Active Member who (a) has been appointed by the Committee as a liaison officer and/or an assessor; and (b) has held that role for a minimum of two years (whether consecutively or non-consecutively); and (c) wishes to be exempt from payment of subscriptions, may be proposed by two financial members of the Society and election shall be by vote at an ordinary committee meeting. Exempt Active Members so elected shall be exempt from payment of subscriptions while they continue to act as a liaison officer and/or an assessor and shall enjoy full membership privileges.

She reminded attendees that in accordance with the requirements of our constitution, no other business would be discussed at the meeting.  
  
A vote was then conducted amongst the CFPT members physically present at Russell Keown House. The 5 members unanimously supported the amendment.   
  
There was no further business and Vicky Graham declared the SGM closed at 12:30pm.  
  
  
Signed as a true record of this meeting

Ann Evans  
President  
Date: