



Annual General Meeting 2024 Minutes

Retropolitan, Christchurch

5:30 PM – 8:30 PM, Tuesday 3 December 2024

Committee and Staff Present

Committee: Danielle Jones, Rachael Tobeck, Matthew Biddick, Seku Skandran, Kahn Mitchell, Michelle Shirtcliffe, Andy Masters

General Manager: Louisa Taylor

Summit Manager: Alex Thorpe

Community Manager: Henry Lawson

Apologies: Patrick Keo, Matthew Stearns, Jennifer Heuett

Meeting Opened: 5:42 PM

1. Confirmation of 2023 AGM Minutes

The minutes of the 2023 AGM were presented by **Michelle Shirtcliffe**.

It was agreed that no amendments were required.

Motion: That the minutes of the 2023 AGM be approved as a true and accurate record.

Moved by: Danielle Jones **Seconded by:** Matthew Biddick

Motion Carried.



2. Objectives of the Society

Canterbury Tech exists to *connect, grow and inspire* our region's technology community. The Chair acknowledged the invaluable contribution of our annual sponsors and partners for their continued support throughout 2024:

AWS, University of Canterbury Business School and University of Canterbury Tuihono Online
Crescent Consulting, Shorthouse Consulting and Ridiculous Digital

3. Chairperson's Address

Presented by: Michelle Shirtcliffe

2024 Highlights

- Launched a new Canterbury Tech brand and visual identity to mark our 21st year.
- Hosted two major events — **Tech Summit (785 tickets sold)** and **Tech Fest (over 1,400 attendees across five days)**.
- Embedded new CRM and self-service systems to improve member access to benefits.
- Grew LinkedIn followers from 4,074 (2023) to 6,179 (2024).
- Increased event and sponsorship revenue, enabling investment in staff wages and member benefits (such as free Tech Fest entry).
- Newsletter engagement rose with 3,954 subscribers in 2023 to 3,669* active in 2024 (*post-GDPR clean-up).
- Maintained strong in-person event attendance averaging 110 – 120 participants per month.

Michelle thanked the committee, staff, sponsors, and volunteers for their commitment throughout the year.



4. Committee Elections and Membership

Elected Committee for 2024

Chair: Michelle Shirtcliffe

Treasurer: Matthew Biddick

Secretary: Rachael Tobeck

Members: Danielle Jones, Andy Masters, Kahn Mitchell, Seku Skandran

Associate Members: Lisa Donning, Rachael Tobeck

Ex-Officio Members: N/A

In accordance with the constitution, two members stood down this year.

Standing down: Seku Skandran, Patrick Keo, Matthew Stearns

Standing for Re-election: Matthew Biddick.

Election Results

An online election was held in November–December 2024.

Elected: Liz Foxwell-Canning and Matthew Biddick.

The Chair congratulated the incoming Board and thanked departing members for their service.

5. Treasurer's Report

Presented by: Michelle Shirtcliffe (on behalf of Treasurer Matthew Biddick)**

The Treasurer reported a positive financial position for Canterbury Tech with steady growth in event and sponsorship revenue.

Adjustments are being made to the 2024 accounts to accurately reflect pre-payments and carry-forwards for the Tech Summit expenses.

Performance Summary (Dec 2023 – Nov 2024)

- Continued revenue growth across events and partnerships.
- Sound operational management
- Tech Summit expenses to be finalised post-event (January 2025).



Michelle acknowledged Matthew Biddick for his financial oversight and ongoing support.

6. 2025 – 2027 Strategy Outlook

Presented by: Michelle Shirtcliffe and Louisa Taylor

Strategic Focus Areas:

- Growing member engagement through automation and self-service tools.
 - Expanding major events and thought leadership initiatives.
 - Strengthening sponsorship and partnership programmes.
 - Delivering sustainable growth and service excellence for members.
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7. Constitution Update

Presented by: Seku Skandran**

Members were updated on progress toward ratifying a new constitution to support Canterbury Tech's application for Not-For-Profit status.

A Special General Meeting (SGM) will be held in February 2025 to finalise this process.

Members will be invited to participate in the "Cakes and Constitution" event to review and approve the proposed changes.

8. Tech Summit 2025 Announcement

Presented by: Louisa Taylor**

Save the date — **Tuesday 9 September 2025** at *Te Pae Christchurch Convention Centre (Upstairs)*.

9. How Members Can Get Involved

Michelle invited members to support Canterbury Tech by:

- Becoming event or annual sponsors.
 - Recommending speakers for monthly events.
 - Volunteering for focus groups and event support.
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10. General Business

No further business was raised.

11. Upcoming Events (2025)

- **4 February:** First Monthly Event of the Year
 - **21 February:** NZ Hi-Tech Awards Launch
 - **17–21 February:** Multicore World
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Meeting Closed: 6:03 PM