

Minutes

ENM 2025 Annual General Meeting

5.30pm 28th October 2025

Caccia Birch House

Meeting Chair: Rebecca Bell

Attendees are noted in the Whakawhanaungatanga section.

Karakia Timatanga and Mihi

Bonnie Kuru opened the meeting with a karakia at 5.48pm followed by a mihi presented by Rebecca, who shared *“I’d like to begin our AGM with a beautiful mihi, an acknowledgement of the place in which ENM works, the whenua (the land), and tangata whenua. This mihi was recently gifted to us for the front page of the updated constitution we will be formalising tonight.”*

Apologies were noted:

Alana Nuku from Te Ao Tūroa, Alison Short from Manawātū District Council, Amanda Linsley from Manawātū Chamber of Commerce, Ann Williamson from Manchester House, Anne Van-Brunt from RECAP, Beth Tolley from Pit Park, Bob Selden, Dorothy Chandler, Ellieda Komene, Grant Hadfield from MDC, Hamish Waugh from MDC, Heidi Macaulay from Bulls & District Community Trust - Bulls Food Pantry, Jeanette Parsons, Judy Garrett, Juliet Holt, Kaydee Zabelin, Keith Joblin from Ahimate Reserve Community, Kendall Palmer, Lew Findlay, Lisa Christensen, Lucy Ferguson from HRC, Lyn Quinn from Timona Park Orchard Trust, Margaret McKenzie from Forest and Bird Manawātū, Margi Mitcalfe from Moheke Community Garden, Michael Ford from Manawātū District Council, Myles Stilwell from Water Protection Society, Pat Handcock, Philip Mottram, Rebecca Kinloch from Kāinga Ora, Rosalie Heckler from U3A, Sharon Williams from Hāpai Te Hapori - Shannon Kai Hub, Stewart Harrex, Tangi Utikere Member of Parliament for PN, Te Utanga Tautuhi from Te Tihi, and Todd Taiepa. Viv Aitken for leaving early.

Heather Meikle acknowledged Dr. Viv Aitken and presented her with a kowhai tree. Viv has completed two-years’ service on the Board, and is not standing for re-election. She has undertaken a large amount of mahi, offering amazing skills that have really helped ENM to level up, especially through participation on the recently established Te Tiriti o Waitangi Subcommittee.

Viv left at 5.55pm

Whakawhanaungatanga

All attendees were invited to introduce themselves and share how they are connected to ENM, with Rebecca noting this is her favourite part of the evening, as it reminds her of all the inspirational mahi and people who make up ENM.

- **Nola Fox**, Foxton Trust, Estuary Trust, and Save Our River Trust – sharing ideas and funding.
- **Alice Williamson**, City to Sea Rail Trail and Greasy Chain – new member of ENM – moving cycling outside of PN boundaries
- **Mark Strachan**, new ENM Biodiversity Lead.
- **Sally Pearce**, Moheke Community Gardens – ENM helped tidy up the gardens this year, thanks to Siobhan's work in Community Kai Support.
- **Di Koch**, new ENM Circular Economy Lead - enjoys working with wonderful people in the community.
- **Irene Thomas**, Involved in Forest & Bird Waikanae for many years, and recently joined in Manawatū – interested in environmental issues and standing for ENM Board.
- **Anthea McClelland**, Forest & Bird Manawatū – Lots of work together with ENM over the years.
- **Christine McArthur**, Arocha – native plant nursery – locally sourced. Want any seedlings or trees let me know.
- **Sian Cass**, Horizons Regional Council – works in community support for all things biodiversity related.
- **Ashraf Biswas**, environmental scientist in climate emission research interested in ENM Board.
- **Linda & Rowan Bell**, Forest & Bird and Natural Burials – keen on Moheke Gardens
- **Chris Hall**, attending out of personal interest.
- **Beth Lew**, Growing Gardens and Communities; supports community gardens and networks.
- **Mary Eastham**, PN Interfaith Group – working closely with ENM for many years; supported climate action; grateful for Environmental Initiatives Funding for Religious Diversity Centre to produce the first interfaith climate action book in the country.
- **Harvey Jones**, RECAP – community gardens, orchards, pantry, workshops; ENM provides volunteers.
- **Hewana Arachchige Sumanasena**, Soil scholar. Been working with environment for last 10 years. Been working with Pit Park recently.

- **Joanne Baird**, SuperGrans – long relationship with ENM; Supergrans currently celebrating 20 years; Part of Repair Café and loves having Di on board.
- **Zulfiqar Butt**, friend of ENM.
- **Brent Barrett**, City Councillor Elect – hugely appreciative of what everyone in this room does.
- **Kelvin Lane**, Manawatu Estuary Trust – representing lower Manawatū for 30 years. Need more emphasis on representing the health of our river – lower river not getting the help it needs. Appreciate what we experience – bringing people down to that end of the river will help. Appreciate being part of ENM.
- **Kathryn Lane**, Manawatū Estuary Trust.
- **Robert Gibb**, Project Lead for Ruahine Kiwi – currently for ENM, working toward transition to an independent entity.
- **Heinz Fellerhoff**, ENM Board Member – loves hearing the great stories at Board meetings.
- **Madz BatachEl**, General Manager at ENM – enjoys seeing everyone in real life at these meetings.
- **Rennie Williamson**, Communications Lead at ENM – prepares social media, newsletter, shares membership stories.
- **Rachel Keedwell**, Ahimate Reserve Community – thanks to ENM for all volunteers they send our way for monthly working bees.
- **Heather Meikle**, ENM Board, EnviroSchools, Project Hope, Girls High connections - Great to put faces to stories.
- **Sajani Dissanayake**, Youth member of ENM Board and PN Girls High School Enviro Group. – keeping Board updated on what the youth are up to.
- **Sivee Chawla**, environmental scientist – here to make connections.
- **Jean Hera**, ENM Board, Extinction Rebellion Manawatū, Natural Burial Manawatū - ENM has been really active in supporting the establishment of Natural Burial Manawatū – a natural burial area is now approved in a council plan and we're hopeful it will happen next year!
- **Nelson Harper**, Precycle, used to work for ENM supporting Source to Sea, Plastic Pollution Challenge and Repair Café – still doing lots of things with ENM.
- **Dave Mollard**, Whakapai Hauora and Awapuni Community Gardens.
- **Bonnie Kuru**, City Councillor Elect, Ngāti Kahungunu – working on intergenerational projects; excited about ENM and community efforts.
- **Lorna Johnson**, glad to be back on City Council. - What ENM does really helps us achieve some of our environmental goals as council. Volunteer groups help us make the city's money go a very long way.
- **Rachel Bowen**, City Councillor Elect – Thanks to ENM for the work done around the elections.

- **Sonya Turk**, Textile Rescue Manawatū – new member to ENM, have just had a van induction, received a grant and will be featured in newsletter.
- **Marzi Keshavarzi**, used to work at City council in vegetation - making connections in environmental area.
- **Georgina Morrison**, Environment Hubs Aotearoa, Zero Waste Aotearoa – EHA is a network of Environment hubs around the country. Been involved with ENM in variety of ways over the years. Nice to be here.
- **Amy McLauren**, Precycle – volunteer through connected groups.
- **Daniel Morrimire**, Community Food Sovereignty Lead for ENM.
- **Kerry Jaques**, who was out of the room at the time, was noted as the ENM Administrator, who does a fantastic job of all our financial reporting.

Additional attendee arrived later in the meeting: **Arie Dekker**, Menzshed.

Minutes of last AGM

Motion: That the minutes are accepted as a true and accurate record of the 2024 AGM. Rebecca Bell/Harvey Jones - carried

There were no **matters arising from Minutes**.

Presentation

Sian Cass, Horizons Regional Council delivered a short presentation about the process of developing the recently adopted [Manawatū Estuary Management Plan](#) with multiple community partners – including several ENM members who work around the Estuary. A key takeaway was that the plan was written through lots of community input, with all their voices included, and the agreed actions are tangible and measurable.

ENM Annual Performance Report

Rebecca presented ENM's Annual Performance Report to 30 June 2025 noting the points included in Appendix 1: Chair's Comments on Performance Report 2025.

Heinz Fellerhoff presented the Treasurers Report (see Appendix 2), on behalf of Kendall Palmer.

Motion: To accept the 2024 Annual Performance Report. Rebecca Bell/Zulfiqar Butt – carried

Re-register ENM as an Incorporated Society

Motion: To re-register Environment Network Manawatū (ENM) as an Incorporated Society under the 2022 Incorporated Societies Act. Nola Fox/Jean Hera – carried

Adopt new ENM Constitution

Rebecca noted the requirement to review and update our Constitution under the 2022 Incorporated Societies Act, outlined the process undertaken to develop the proposed constitution, described the opportunities for membership input and acknowledged those who provided input: Constitution Working Group (Kerry Jaques, Ellieda Komene, Viv Aitken, Jean Hera, Madz BatachEl); Anthea McClelland - Forest and Bird Manawatū, Robert Gibb - Ruahine Kiwi Staff, PN Interfaith group, All Saints Green Taskforce; Nola Fox - Wildlife Foxton Trust; Joanne Baird - Supergrans Manawatū; Harvey Jones – RECAP; Bob Seldon - Greasy Chain Charitable Trust; Hamish and Taye – office volunteers for proofreading and checking format.

Rebecca noted our constitution was largely compliant in terms of the content/intent. ENM took the opportunity to freshen up some of the language and there were a couple things needed to bring it in line with the new requirements, including:

- more detail around requirements related to membership,
- a new section on dispute resolution (new requirements)

Rebecca noted that we are excited that we have been able to include Te Reo Māori mihi, titles, whakatauki, whakatauaiki and other phrases that convey in a beautiful way the motivation and intent of the different sections of our constitution.

She formally acknowledged Lisa Christensen for her thoughtful mahi to develop the Reo portions, noting they provide such depth, and a gentle yet significant wero (challenge) through the phrases that begin each section. Rebecca encouraged all to read the English interpretation provided in the last couple of pages of the constitution document.

Rebecca noted: “Lisa isn’t here tonight, but we want to say thank you, tēnā koe Lisa, ka nui te mihi atu, we are so grateful for this gift.”

She also acknowledged Alana Nuku from Te Ao Turoa and Todd Taiepa who were very generous in their feedback and input through the development of the reo content. Ngā mihi nui.

Rebecca noted a minor formatting change to be made to Section 2.13.

Motion: That the new Environment Network Manawatū Incorporated Constitution - Te Turepapa O ENM is adopted with the following correction: Section 2.13: the list of lettered bullet points from ‘a’ to ‘i’ should read ‘a’ to ‘e’, with sub-points ‘i’ to ‘iv’. Nola Fox/Joanne Baird – carried

Motion: That the ENM General Manager is authorised to make any other minor administrative edits to the Constitution and any required changes requested by Charities that do not change the intent of the document as long as any changes made are reported back to the membership. Nola Fox/Rachel Keedwell – carried

Alice Williamson left at 7.10pm

Nola Fox left at 7:15pm

ENM Board Plans

Rebecca noted that we are now working toward Year 2 of the Strategic Framework, and presented this as our Annual Plan.

Heinz stood in for Kendall to present the proposed annual budget and update on financial year to date with a deficit, projecting \$42k loss. He noted we plan to invest in upgrading the website this year, which should increase traffic and support for our member groups.

Heinz noted that ENM appointed Auditlink for this year's audit as the auditor approved at the 2024 AGM could no longer provide the service.

Motion: To receive ENM's annual plan presented as year 2 of the Strategic Plan 2024 - 2027, Annual Budget and Year to-Date Financial Update. Jean Hera/Heather Meikle– carried

Election of Board Members and Officers

Rebecca handed the meeting to Rachel Keedwell to chair the Board and Officer elections.

Rachel noted that the current Office Holders – Rebecca Bell as Chair, and Kendall Palmer as Treasurer/Secretary were appointed last year for a two-year term and both will continue for their second year.

Jean Hera, Heather Meikle and Heinz Fellerhoff and Sajani Dissanyake (Youth Member) were appointed as Board Members in 2024 and continue for the second year of their two-year term.

Rachel noted that ENM has received five nominations for three remaining Board positions. She noted that everyone in the room can vote unless any member group representative asks for a 'representative vote'. No one called for a representative vote, and voting papers were distributed to all present.

The five nominees were invited to briefly introduce themselves and present what they would bring to the ENM Board.

- **Irene Thomas** – has a background in science education and has worked in the science field, in government, and as a sole trader running her own business. She has been actively involved with Forest & Bird for many years and recently moved back to Palmerston North. Irene previously served as secretary for the Waikanae branch and is keen to contribute to the environmental space. She sees ENM as a

valuable platform and is inspired by the great work being done. She's grateful for the opportunity to be involved.

- **Dave Mollard** – brings extensive experience in human resources and has a strong understanding of how to support both volunteers and staff effectively.
- **Sivee Chawla** – wrote her thesis on the concept of the commons and is passionate about seeing this work carried out through ENM. She noted ENM is doing beautiful work in creating social networks, helping to fill a significant gap in community connection. Sivee believes that organisations like ENM are vital for making a larger impact. She takes a broad view, focusing on communications, collaboration, and the bigger picture.
- **Nelson Harper** – has a background in science and engineering. He worked with ENM for several years and witnessed the amazing work being done. Well-connected across both the business and community sectors, Nelson has also contributed to governance roles, including with the Manawatū Business Chamber. He is passionate about biodiversity and the circular economy.
- **Ellieda Komene** – has served on the ENM board for two terms. Over the past six years, ENM has grown significantly, evolving and moving forward in many ways. The network now includes a wonderfully diverse mix of members. Ellieda is keen to continue supporting the great work that's happening.

Rachel appointed Madz as the Returning Officer, and Madz and Rachel retired to count the votes.

Presentation

During the counting of the votes Georgina Morrison, Environment Hubs Aotearoa gave a short presentation about a [Community Resilience Research](#) project that is nearing completion. The research focused on disaster resilience, particularly in response to recent flooding events including Cyclone Gabrielle and the Auckland floods. The research highlights the importance of strong relationships with iwi and local communities, and advocates for early investment in people-focused, community-led solutions. Building and maintaining local connections is essential for effective disaster preparedness and long-term resilience.

Board Election Results

Madz and Rachel returned to the meeting with the results of the Board Elections.

Rachel thanked all the nominees for standing, and announced **Dave Mollard, Nelson Harper and Sivee Chawla** as elected to the ENM Board.

General Business

Appointment of Auditor



Motion: To appoint Auditlink to carry out the audit in 2026. Rebecca Bell/Heinz Fellerhoff – carried

Membership Fees

Rebecca tabled the Membership Fee Proposal and invited discussion on the principle of setting fees. There was avid discussion to clarify the proposal and consider concerns about the purpose and the ability for members to pay any fee. Following this discussion, the meeting indicated support for setting a membership fee through a show of hands. The members suggested making it easy for members to waive their fees and encouraged ENM to record how much effort is needed to administer this.

The rates for each membership type was discussed, with the final rates recorded in the table below.

2025-26 Membership Fee Schedule

To ensure there are no barriers to membership, the ENM Board would have discretion to reduce or waive any of the following fees and will develop mechanisms to apply for any waiver or reduction that are accessible to all and clearly communicated.

Membership Type		Annual Fee	Description
Affiliate Business Members		\$500	Benefits of Affiliate Business Membership can be found here.
Individual Affiliate Members		\$10	Affiliate Members are eligible to attend General Meetings and to Vote (unless a representative vote is requested by any Group Member). Affiliate Members are eligible to stand for elections.
Group Members and Group Affiliate Members with annual revenue:	Between \$0 and under \$50,000	\$10	Benefits of Group Membership can be found here.
	Between \$50,000 and \$100,000	\$30	

	Greater than \$100,000	\$60	
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Motion: That ENM sets Membership Fees outlined in the 2025-26 Membership Fee Schedule above. Rebecca Bell/Mary Eastham – carried (Dave Mollard against)

Karakia Whakamutunga

Bonnie Kuru closed the AGM with a karakia at 8.01pm

Appendices

Appendix 1: Chair's Comments on Annual Performance Report 2025

At last year's AGM we presented our Strategic Action Plan for 2024 – 2027. In June we completed our first year guided by that plan.

The strategic framework underpinning the plan gave us a fresh focus on our three core roles in the environmental space of:

1. Creating community,
2. Building capacity and capability, and
3. Sector leadership

We also clarified our key areas of focus as our four pou, and other key functions. I'll speak to the four pou individually, but the "key functions" are how we describe our mahi that is connected with the work across four pou, like collaboration with mana whenua, comms and education, advocacy, etc.

With our four pou and key function areas clearly set out, as well as renewed clarity about our core roles, ENM has gone from strength to strength in the past year. We have completed most of what we set out to achieve in year one of the plan, and a little later in the meeting I'll speak to our plans for this year, year 2 of the plan.

With any performance reporting, its easy to focus on the *activity* done without considering the *impact* we are making. EMN Staff provide the board with monthly "impact stories", telling us about the changes they are seeing in the community as a result of the mahi they are doing. (Rennie includes some of these in the monthly Panui). As a team we are always inspired and humbled by the passion, creativity and enthusiasm of individuals and groups as they *work and grow and learn together, and build connections and skills and resilience and interdependence and inspiration, and hope and purpose together.* **ENM exists to**

connect and inspire communities for environmental action. It is immensely rewarding to see this happen in a thousand different ways month in, month out.

Our Performance

This is our first year reporting on our strategic action plan so we have updated the things we are measuring and reporting on. In the Annual Report you can see our new performance measures on pages 10 and 11 and a list of some of the measures we are phasing out at the bottom of page 11.

Climate Action Pou

- **16 Sustainable Living Workshops**, attended by 225 people with 100% of them saying that they are confident in applying what they have learned in their everyday life. Making an impact on lives and environment through these workshops.

Acknowledge Sally Pearce for the work she has put in over several years to the Future Living Workshops. She has finished up in that role and Di is taking over. Left it in great shape for Di to pick up and continue.

- Climate concern motivates all EMN's activities, and the team does its best within existing resources to support climate action groups, however we don't yet have a **dedicated Pou Lead** to provide climate-action-specific support. Our goal is to get to the point where we are able to create a paid position for this.

Biodiversity Protection and Enhancement Pou

- We've had 2 well-attended **members' hui** this year, in Nov and March, both of which were a time of rich connection and kōrero. With Mark recently appointed as the Biodiversity Lead, we are looking forward this year to learning from the Source to Sea Network how ENM can best support them.
- This year **Vicky Forgie** stepped down from her role as Chair of Source to Sea. We would like to acknowledge Vicky who has given many years of service to both Source to Sea and the Ruahine Kiwi project and we are indebted to your incredible mahi, Vicky. Thank you and we wish you all the best.
- Last year at the AGM we signalled that we were entering a transition phase with the **Ruahine Kiwi** project with the completion of the Jobs For Nature funding. Since then, there has been significant amount of mahi done towards strengthening the future of the project, with the appointment of a part-time project lead, and the preparation of a Pest Management Plan which has had input from our Project Partners Te Kaūru on the eastern side of the ranges, and Save the Kiwi, DoC, and Horizons.

Throughout the year, the refreshed Project Governance Group has been laying the foundations for Ruahine Kiwi to be able to stand as a project independent from ENM, and we are getting close to being able to take that step.

Whilst the actual trapping activity has reduced over the year while the focus has been on working on the project's foundations, we have still done 2,527 trap checks caught 782 pests. We are currently working on an arrangement to secure an experienced trapping and volunteer coordinator to get the mahi on the ground back up to speed and implement the new Pest Management Plan.

We'd like to acknowledge Horizons for their 3-year funding commitment to this project. It has made all the difference to our ability to commit to a long-term approach to the project.

Community Food Sovereignty Pou

- There are 113 groups who are part of **Manawatū Food Action Network** and they continue to do an amazing job in the local community, upskilling people to grow and share their own food, and make compost.
- The **quarterly MFAN hui** continues to receive very positive feedback from participants. The knowledge they share and connections they make around food sovereignty - right across the rohe, not just in Palmy - is building REAL community.
- **Beth Lew** finished up with Growing Gardens and Community after many years. We know she has had such a positive impact on so many lives, working alongside them and teaching them critical life skills. Thank you Beth for your passion and commitment.

Circular Economy Pou

- As the result of our Strategic update, we appointed a **part time Circular Economy Lead** at the beginning of this year. This enabled ENM to provide support and education to community groups and projects about rethinking our single-use consumption habits and other waste reduction actions.
- We have changed the way we deliver the **Plastic Pollution Challenge** River Clean Ups, from coordinating and running the events to providing the kit and instructions for groups to coordinate and run the events themselves. This has been a success so far with 4 independent clean up events supported, and as a result 2,000kg of waste removed from local urban streams. We have had good feedback from these groups about the guidance and equipment we provide, already had 2 or 3 this year, so this year we will continue to promote the clean-up kit to more groups will access this service.

- The **Repair Café** continues to create a positive impact in the community in terms of reducing waste to landfill, giving people skills to do their own repairs, and strengthening the awareness of circular economy principles. The Repair Café is run by a very competent committee and a group of volunteers, and ENM provides the “back office” support to make it happen month by month. Last year the Palmy Repair Café helped divert 881kg of waste from landfill, and preventing 6347kg of Carbon emissions.

Key functions

- Overall, we have seen an increase in our productivity and efficiency in our key function mahi. Our funders continue to get amazing bang for their buck!
- Through the **Environmental Initiatives Fund** we distributed \$70k to grassroots initiatives in Palmy last year. Since then, additional funding from Palmerston North City Council, and new partnership funding from Eastern and Central Community Trust (both confirmed in June), has allowed us to significantly increase the Environmental Initiatives Fund from this year onwards, both in terms of the geographical spread (right across the whole Manawatū River Catchment area) and the amount available to distribute. Last year we had 70k. For the next three years we have \$165k per year for distribution. Thank you to PNCC and ECCT for your generous funding support. This will make a massive positive impact on the environmental work around the rohe, particularly for those understating volunteer initiatives.
- We’ve seen increasing engagement in our various **Comms** activities, it’s really good to see that growing steadily. We expect this to grow further with the website refresh which is currently underway.
- The numbers are down in two areas:
 - o **Volunteer hours** - reflects our shift in focus away from project delivery to member support, so ENM itself is not hosting quite so many volunteers as before.
 - o **Events** – In previous years, we included all events in this number, however from now on we will be reporting the pou-specific events separately from all the other events, so those number have come out of this total, by changing the goal posts a bit. The 73 events noted here include things like full-member hui, stalls at Esplanade Day and UCOL, lids sorting events, and all manner of others.

One more highlight over the last year:

- One of our key motivations is to **become better Te Tiriti Partners**. We have been actively seeking to build stronger relationships and partnerships with mana whenua and iwi-led initiatives. We are encouraged that these relationships are

blossoming and we are looking forward to working together more towards our mutual goals. You can see examples of this mahi tahi in the Annual Report kōrero.

- The Board has a **subcommittee** focused on finding ways we can upskill ourselves and our member groups to becoming better Te Tiriti Partners. It has been a real highlight for the board to learn and grow in that space. We are looking forward to a day of learning next month about the stories and history of Rangitāne o Manawatū and the early days of the city of Palmerston North.



Appendix 2: Treasurer's Report

Despite reduced income and expenses, ENM had a strong year. The Strategic Action Plan and our four Pou priorities have sharpened our focus and improved Board decision-making.

A year-end profit allowed us to grow our reserves, supporting ENM's long-term financial stability. Continued funding remains essential to sustain and build on our 2025 achievements.

Financial commentary:

1. Total revenue declined by 25.7%, primarily due to the absence of Department of Conservation funding and a decrease in funding from Environment Hubs Aotearoa and Lotteries. This was partially offset by new support from sources such as the Palmerston North City Environment Trust.
2. Total expenses fell by 33%, aligning with the revenue drop. Key reductions included \$95,000 in employee-related costs and \$158,000 in project expenses.
3. The year-end surplus rose by 50%, as expense reductions outpaced the decline in income.
4. Net assets increased by 59%, largely due to receiving funds late in the year and a lower level of deferred revenue compared to the previous year.

Other points of note:

1. In recognition of our long-standing relationship with the Palmerston North City Environmental Trust (PNCET) in environmental action and advocacy, ENM received the final balance of funds from PNCET after it was wound down in April 2025. Of the total amount received we have placed \$85,000 in a term deposit for the future realisation of the shared vision of a fit-for-purpose environmental centre. The remainder of the funds, approx. \$13,000, we plan to invest in a long overdue refresh of ENM's website.
2. We continue to serve as PNCC's designated sector lead for the environment.
3. This year marked a strategic shift toward our core roles—sector leadership, capacity and capability building, and community development—moving away from a project delivery-heavy approach

I want to personally thank the rest of the Board and ENM staff for their efforts this year and to thank all the community groups and volunteers involved with ENM, we couldn't do it without you.

