



9 August 2016

Dear NZSSA Member

The Annual General Meeting (AGM) of the New Zealand Sterile Services Association (NZSSA) will be held at the NZSSA annual conference in Auckland on Friday 23 September, 8.30am at the Ballroom, Pullman Hotel. A working breakfast will be served to all members attending the AGM.

The Agenda, remit and supporting information that will be voted on at the AGM are included here. If you have any items you would like added to the agenda please email the Secretary, Jenny Carston jenny.carston@bopdhb.govt.nz, by 7 September. 2015 AGM documents are on the NZSSA website for your reference. A limited number will be available at the meeting.

If you are unable to attend the meeting you may still have a vote by nominating a proxy to vote on your behalf. Your proxy must be a current member of the NZSSA. If you wish to nominate a proxy please complete the form below and give it to your nominated proxy who must then give it to the NZSSA Secretary prior to the AGM.

If you are not able to attend the AGM, apologies can be sent to the secretary before 7 September or can be lodged at the meeting by your proxy.

We look forward to seeing you in Auckland. If you have any questions please do not hesitate to contact me.

Kind regards
Jenny Carston
NZSSA Secretary

Encl. proxy form
AGM 2016 Agenda & remit



NZSSA PROXY VOTING FORM

I of

Being an Ordinary member of the New Zealand Sterile Services Association Inc.

Hereby appoint (name and member no.) as my proxy to vote for me and on my behalf at the General Meeting of the Association to be held on the 23rd day of September 2016.

And at any adjournment thereof

As witness my hand thisday of 2

Signed

NZSSA Membership number

To be handed to the NZSSA Secretary prior to the AGM

New Zealand Sterile Services Association

Annual General Meeting – 2016

Date: Friday 23rd September
Time: 0800 - 0900
Venue: Ballroom, Pullman Hotel, Auckland

Agenda

Topic	Presented by
1. Apologies:	
2. Minutes from 2015 AGM	
3. Matters arising from minutes of 2015 AGM	
4. Correspondence sent and received	Jenny Carston
5. Presidents report	Shelagh Thomas
6. Secretary's report	Jenny Carston
7. Treasurers report	Alison Stewart
8. Auditors report	Alison Stewart
9. Remit for change of name	Shelagh Thomas
10. Conference 2017	Nicki Quested
11. General business	

REMIT	
<p>Proposed by: Shelagh Thomas NZSSA President</p>	<p>Seconded by: Martin Bird Executive Member</p>
<p>Remit: Amend the name of the Association to New Zealand Sterile Sciences Association</p>	
<p>Explanation & statement of case:</p> <p>The Association has not had a name change for a long time. There have been previous discussions about changing the name but when this has been proposed the suggested names were not felt to describe our Association or industry appropriately. Since these discussions there has been a move toward sterilising technology associations and the reprocessing of reusable medical devices being recognised as part of the sciences.</p> <p>In line with this growth of recognition of the industry and the name change of the WFHSS to World Federation for Hospital Sterilisation Sciences I feel it is an appropriate time to adjust the Association's name by changing the word Services to Sciences;</p> <p>New Zealand Sterile Services Association To New Zealand Sterile Sciences Association</p> <p>This retains the current anachronism, NZSSA, which is seen as a positive by the current executive body and ensures the Association remains readily recognisable both locally and internationally. This also means that there is a low level of redevelopment of branding.</p> <p>I, Shelagh Thomas, therefore put forward the motion that the name of the association be amended to New Zealand Sterile Sciences Association with relevant changes to branding made.</p>	
<p>This remit to be sent to: Jenny Carston NZSSA Secretary jenny.carston@bopdhb.govt.nz</p>	<p>Date Submitted: 17 June 2016</p> <p>Who submitted the remit: Shelagh Thomas</p>