

# Trips Database Bureau (Incorporated) Annual General Meeting 2017



The TDB Society Rules require that 14 days' notice of the Annual General Meeting must be given to each member.

Notice is hereby given that Trips Database Bureau will be holding its:

## **Fifteenth Annual General Meeting 2017 Monday 4<sup>th</sup> September 2017 at 5.00 p.m.**

at the **2017 NZ MUGS Conference Venue,  
Rydges Latimer Hotel,  
30 Latimer Square, Christchurch, NZ.**

The proposed agenda for business at this Annual General Meeting shall be:

1. Attendance, Contacts/Nominees and Apologies  
*(Note only full member primary contact persons or their nominated representatives confirmed at the meeting may vote.)*
2. Consider and confirm the minutes of the Fourteenth Annual Meeting, held on 7th September 2016, at Sustainability Trust Meeting Room, 2 Forresters Lane, Wellington 6011, New Zealand
3. Receive and adopt the Audited Accounts and Financial Statement of Trips Database Bureau for the period July 2016 - June 2017.
4. Receive the Annual Report of the Chair & Executive Officer for 2016/2017
5. Consider, and if necessary amend, the proposed programme and Annual Plan for 2017/2018.
6. Elect members to the Board as required by the Rules  
*(The Society rules for Board tenure result in three NZ and one Australian Board members needing to stand down. They may stand for re-election. Elections will be held for 3 NZ Board vacancies and 2 Australian Board vacancies. Nomination forms can be found on our website.)*
7. Receive an update on progress against the TDB Strategic Plan 2013
8. Any other business pre-notified to the Chair

Note: A quorum for the AGM is not less than reps from 10 member organisations

Any queries or matters pertaining to this Annual General Meeting may be directed to either the Chair (Tony Brennand, [Tony.Brennand@nzta.govt.nz](mailto:Tony.Brennand@nzta.govt.nz)) or the Executive Officer (Stuart Woods, [stuart.woods@tdbonline.org](mailto:stuart.woods@tdbonline.org)).

### **TRIPS DATABASE BUREAU**

**Executive Officer** [Stuart.Woods@tdbonline.org](mailto:Stuart.Woods@tdbonline.org)  
Phone +64(0)3 964 2825 [www.tdbonline.org](http://www.tdbonline.org)  
PO Box 28 105 Christchurch 8242 New Zealand  
**Secretary** [admin@tdbonline.org](mailto:admin@tdbonline.org)  
Phone +64(0)3 367 9002