

2025 ALPMA NZ ANNUAL BRANCH MEETING MINUTES



Details	Attendees	
Date: Monday, 15 September 2025 Time: 12:30 pm – 12:40pm NZST Location: Online Via TEAMS	Julie Knowles Alice Tipoki-Lawton Julie Knowles Gemma Wragg Hayley Weber Alice Tipoki-Lawton Robyn Purcell Richard Greenaway Devika Kumar Kirsten Dawson Casey Dickinson Tui-Emma Tyler Bronwyn McConchie Sarah-Jane Laing (SJ)	Chair Deputy Chair Treasurer National Board Rep L & D Representative L & D Representative Membership Ambassador Partnerships Rep Partnerships Rep Committee Member Branch Member Branch Member Branch Member ALPMA Events Coordinator
	Minutes: Claudine Emmerick (CE)	
	Apologies: Claudine Emmerick (CE) ALPMA Administration Assistant	

1. WELCOME AND APOLOGIES

- 1.1. The Chair opened the meeting at 12:30 pm, welcomed and thanked present ALPMA New Zealand members for attending.
- 1.2. Apologies – as listed above.

2. PROXIES

NAME APPOINTED	PROXIES RECEIVED
Julie Knowles – Chair	Alix Coutts – Anthony Harper Amanda Anderson –Vallant Hooker & Partners Amanda Leahy – Mahony Horner Lawyers Amanda Sagrillo –Thompson Blackie Biddles Limited Angela Barker – Law North Limited Carolyn Lyford-Brady – KTLaw Limited Christopher Mayes – Raymond Donnelly & Co Ci-Anne McNaughten – Carlile Dowling Lawyers Elizabeth Bennie – Price Baker Berridge Gill Kennedy – Meares Williams Lawyers Howard Bott – Sainsbury Logan & Williams Nerida Jemmett – RMF Silva Limited Paul Sullivan – McElroys Racheal Adlam – Smith and Partners Limited Racheal Adlam – Smith and Partners Limited

Rebecca Collie – RMF Silva Limited
 Rose Hancox – Helmores
 Sarah Allen – Downie Stewart
 Sonja Little – Mark Copeland Lawyers

3. MINUTES OF THE PREVIOUS ABM

Minutes from the NZ Annual Branch Meeting held on 2nd of October 2024 were circulated and a motion was moved by the Chairperson that the minutes be accepted as a true and correct record.

- Accepted by Richard Greenaway - Anderson Lloyd
- Seconded by Alice Tipoki-Lawton - Copeland Ashcroft
- Approved by all in attendance

4. COMMITTEE MEMBERS

Only current members are eligible to vote at the meeting. A quorum of members is required for the ABM and is 10% of Branch members with voting rights.

To meet this requirement, 20 members must be in attendance at this ABM. With those in attendance together with proxies held, we met that requirement.

4.1. CONTINUING COMMITTEE MEMBERS

Under the constitution members only need to be re-elected every 2 years.

Members continuing on the Branch committee are:

- Gemma Wragg - Tavendale and Partners
- Julie Knowles - Harmans Lawyers
- Richard Greenaway - Anderson Lloyd
- Robyn Purcell - Haigh Lyon Lawyers
- Devika Kumar - Denham Bramwell Lawyers

The quorum of members in attendance were asked if there are any objections to these continuing committee members - None were made.

4.2. MEMBERS STANDING DOWN FROM THE COMMITTEE

- Steven Duxfield (Resigned 17/12/2024) - Corcoran French
- Julie Beck (Resigned 02/10/2024)- Auld Brewer Mazengarb and McEwen
- Julie Knowles (as from 23/12/2025) - Harmans Lawyers

5. NOMINATIONS

5.1. MEMBERS RE-NOMINATING

Members at the end of their current two-year term, who are eligible and standing for re-election for a further two-year term are:

- Alice Tipoki-Lawton - Copeland Ashcroft
- Hayley Weber - WRMK Lawyers

5.2. MEMBERS STANDING TO FILL VACANT POSITIONS

Nominations for the filling of vacant positions have been received from:

- Kirsten Dawson - Govett Quilliam Lawyers

The quorum of members in attendance were asked if there were any objections to these nominations - None were made.

The Chairperson moved that the nominations were accepted.

With the ongoing, and renominated members, we have a total of 8.

As the Branch Charter allows for up to 10 members, no vote was necessary.

The new committee is confirmed with all 8 members.

6. OTHER BUSINESS

- No other business was raised.

7. CLOSE

- The Chairperson called the meeting to a close at 12:40 pm.

Signed as a true and correct record.

Signed: _____ **Date:** _____

Julie Knowles – Chair