

Subject	LCANZ – AGM 2021
Venue	Online Zoom Meeting
Date of Meeting	25 August 2021, 3pm
Present	Adam Schofield; AJay Morris; Alex Goryachev; Amy Hu; Andre Mazzetto; Andrew Barber; Barbara Nebel; Chanjief Chandrakumar; Emily Townsend; Ferran de Miguel Mercader; Jessika Souza de Carvalho; Joanne Duncan; John McArthur; Kawan Vayeda; Kelly McClean; Kirk Smith; Lindsay Wood; Miguel Tapia; Nick Collins; Elizabeth Cameron; Michael Thomson; Peter Thompson; Rahul Chopra; Sarah McLaren; Robert Croker; Shreyasi Majumdar; Steve Thompson; Stuart Hayman; Stuart Smith Jake McLaren (part); Kaye Spence (part); Leigh Old (part); Rachel Haire (part); Sanj Ganda (part); Sarah Baylis (part); Scott Morrison (part); Suzanne Watt (part); Ting Li (part); Uday Singh (part)
Apologies	Abbas Tamadon; Allan Birch; Bella Conyngham; Bryan King; Camilla Riddiford; Elizabeth Cameron; Geraldine Tew; Gustavo Longaray Morga; Jeff Vickers; Jessika Carvalho; Joshua McGlone; Kawan Vayeda; Kristen Baxter; Louise Bullen; Michael Thomson; Miguel Taipa; Nick Watts; Nina Masoumi; Peter Thompson; Sarvesh Tiwari; Sebastian Spierling; Vivien Li

<p>Description</p> <p>Minutes of the 2020 AGM have been circulated to all members and the motion: <i>The 2020 AGM minutes attached to this email are a true and correct record of the 2020 AGM meeting.</i></p> <p>Has been put by the Joanne Duncan, secretary, and seconded by John McArthur, membership convener, to be voted on by email ballot.</p> <p>The ballot held in September resulted in the minutes being accepted as a true and correct record.</p>

<p>President’s report</p> <p>The President Emily Townsend provided an update on LCANZ events and news over the past year, covering:</p> <ul style="list-style-type: none"> - The Power of LCA Summit - ACLCA and ALCAS events - NZ partner events - Consultations - Ongoing engagement with Katie Symons, the lead for the MBIE Building for Climate Change consultation Whole of Life Embodied Carbon methodology - Membership Growth - Member profiles on website - LCANZ Members Forum on LinkedIn - Training and Development Opportunities through The New Zealand Life Cycle Management Centre and Massey University - LCACP Exam going online – details to be circulated soon - Thanks to the committee for their work through the year <p>Adam moved to accept President’s Report and Shreyasi seconded. Carried.</p>
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Description

A copy of the President's report and a recording of the AGM are available on the LKANZ website.

Financial report

The Treasurer Adam Schofield presented the Treasurer's Report and the Financial Statements for the year ending 31 May 2021.

- Question from Stuart Hayman regarding putting some of our funds into term deposits. This has been considered by the committee but not actioned due to low interest rates. This will be reconsidered if interest rates start increasing.

Emily moved that 31 May 2021 Treasurer report be accepted, John seconded. Carried.

John moved that the Statement of Financial Accounts for the year ended 31 May 2021 be accepted, Emily seconded. Carried.

A copy of the Treasurer's report and the Statement of Financial Accounts are available on the LKANZ website.

EPD Australasia Update

- The Board is back to strength with the appointment of Cyril Geraud of Holcim Australia – an ALCAS appointee.
- Financially sound with an increase in revenue outpacing a small increase in costs. There's a small movement in costs from meetings and advocacy towards digital activities such as website, webinars and newsletters.
- The International EPD System (our parent) issued the 4th version of the governing General Programme Instructions (GPI) requiring review by our Technical Advisory Group.
- There is continued growth in both membership and published EPDs, including the first Process Certified EPDs by Holcim AU. The forward pipeline looks healthy.

Discussion Topics

- Broadening the client base; where are the food / agriculture businesses, consumer products? Discussed the predominance of building products.
- EPDs going digital. GPIv4 requires a transition to one product per EPD (currently a group or family of products can be described in the one EPD).
- The reasoning behind this is the major move internationally for EPDs to be primarily datasets that can be plugged into software (e.g. rating tools, BIM, Building LCA tools). PDF documents are past their use-by, with errors possible when transcribing data etc. • This has implications for the pricing structure for EPD Australasia's clients. • Data age and validity. EPDs have a five year life, but there are times when the LCA data is older. This stretches the credibility of the individual EPD and the integrity of the EPD Programme

Questions:

- Lindsay Wood asked John about the possibility of an "EPD Lite" for smaller organisations to reduce costs. Reply from John discussed the major cost was in doing an LCA which is essential for the EPD and the need to follow the Product Category Rules to maintain the integrity of the programme.
Barbara discussed the credibility of evidence produced in an EPD being used to help promote small business and gave David Truebridge as an example, being the first NZ EPD.

Committee Nominations and Elections

Description

Due to the two year rotation the following members are not up for election:

- Adam Schofield (to 2022, Treasurer to 2021)
- Joanne Duncan (to 2022, Secretary to 2021)
- Shreyasi Majumdar (to 2022)
- Kelly McLean (to 2022)
- Ferran de Miguel Mercader (to 2022)

Due to the two year rotation the following members are up for election:

- Emily Townsend (President to 2021)
- Barbara Nebel (2021)
- AJay Morris (2021)
- John McArthur (2021)

All the above nominations agreed to stand again for election on to the committee. There were no further nominations received in accordance with the rules of the society. Therefore Emily, Barbara, AJay and John are welcomed back on to the committee.

General Business

- Motion by Emily:
to move that clause 18.1 of the LKANZ Rules be amended to:
“The AGM shall be held annually within 3 months of the close of the financial year at a time and at a place to be fixed by the Committee. The AGM may be held virtually using a suitable online meeting platform.”
Seconded by Adam
Poll taken and 26 votes voted for the motion to be accepted.
- Barbara thanked Emily for her great work as President of the committee, considering the increase in workload with the growing membership.
- Emily replied to say it was a joint effort and thanked the committee for their work throughout the year.

Meeting closed 3.59 pm

The undersigned affirms that this is a true and correct record of the meeting:

Signed:

Date: 10/09/2021