

NEW ZEALAND SOCIETY OF TRANSLATORS & INTERPRETERS

Te Rōpū Kaiwhakamāori ā-waha, ā-tuhi o Aotearoa

NZSTI Annual General Meeting Frequently Asked Questions

When is the AGM this year?

The AGM will be held online at 5.00 pm on Sunday, 14 June 2026 via Zoom.

Join the AGM [using this link](#).

Why is the AGM online instead of in-person?

An online AGM allows all members across Aotearoa and abroad to participate without the need to travel or incur extra costs. This ensures greater accessibility and inclusiveness for our diverse membership.

Where can I find the AGM documents?

All AGM materials—including the agenda, motions, and financial statements—will be available on the [AGM resources page](#) prior to the meeting.

How can I add something to the agenda?

To propose an item, email the NZSTI Secretary at secretary@nzsti.org.

If approved, it will be added to the agenda. Please note that matters relating to internal, financial, or administrative concerns of the Society or its members cannot be discussed or moved as motions at the AGM.

The deadline for submitting motions is one week before the AGM.

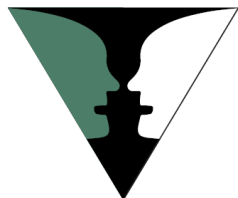
Can I introduce a new motion during the AGM?

No. As per Article 24.4 of the NZSTI Constitution, only items that have been formally notified to members in advance may be discussed or voted on at the AGM.

How do I join the online AGM?

Just click the Zoom link on the event page at the scheduled time.

We recommend joining 15 minutes early to check your connection and avoid any last-minute technical issues.



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I've clicked the link, but I can't get in. What should I do?

The meeting has a waiting room. You will be admitted when the meeting begins. If the AGM is already underway, there may be a slight delay as the organisers manage other tasks in the background.

What should I do once I've joined?

Please rename yourself using this format:

[Membership Level] – SURNAME, First Name

For example: M – JAMES, Sylvia

Membership level codes:

- M: Full Member
- F: Fellow
- A: Affiliate
- S: Student
- O: Observer
- R: Retired Member
- H: Honorary Member

How do I rename myself on Zoom?

Hover over your name (usually at the bottom left of your Zoom window), click 'Rename', and update it using the format above.

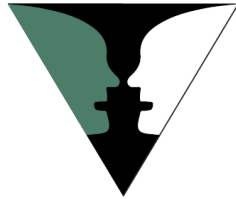
Should I have my video or microphone on?

To minimise disruptions, please keep your video and microphone off.

If you would like to speak, raise your hand using the Zoom 'raise hand' feature (or turn your video on and raise your physical hand). You will be invited to speak by the Chair, at which point you can unmute yourself and turn your video on.

You're welcome to briefly turn on your video and microphone to greet others at the end of the meeting.

How long will the AGM take?



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Please allow approximately one hour.

What do we vote on at the AGM?

You will be asked to vote on:

- The minutes of the previous AGM
- The President's and Treasurer's reports
- The Branch reports

There will also be elections for NZSTI Council positions, including president, vice-president, treasurer, secretary, and council members.

Who can vote at the AGM?

Only Accredited Practitioners and Fellows are eligible to vote, as per the NZSTI Constitution.

How do I vote during the AGM?

Elections and general motions

- Voting is anonymous. Non-voting participants will be moved to a breakout room. A poll will appear for eligible voters. Once voting is complete, all attendees return to the main room and the result is announced.

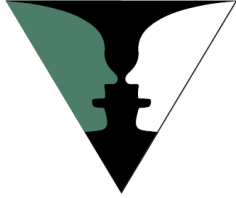
What do the voting options mean?

- **In favour:** You support the motion
- **Against:** You oppose the motion
- **Abstain:** You're unable to vote on the motion—typically used if you weren't present at the previous AGM (when voting on minutes) or due to a declared conflict of interest.

What if I hold a proxy for another member?

You may hold up to three proxies. A completed proxy form must be submitted to the NZSTI Secretary before the AGM.

During voting, after your vote is cast, you will remain in the main room to vote again on behalf of each proxy using the same poll.



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What if I have more questions?

Please email info@nzsti.org and your query will be directed to the appropriate person or committee.