

131st ANNUAL GENERAL MEETING

DRAFT MINUTES

**Held at The Scenic Hotel Southern Cross, Dunedin
on Saturday 19th May 2018 commencing at 1.00pm**

1. Welcome by the President – 1.09pm

The President, Tony Popplewell welcomed everyone to the 131st New Zealand Rowing Association's (NZRA) Annual General Meeting (AGM) bringing to a close the 2017/2018 season.

The President noted that 2017 was an outstanding year both internationally and domestically. RNZ had great success at Elite and all age group World Championship regattas. Domestically there were record entries to the Aon Maadi Cup, and local regattas saw the new classification system actioned as a result of the 2017 AGM.

2. Confirmation of Delegates

Auckland	Mat Jensen, Ged Campbell
Bay of Plenty	James Boyce, Mark Elphick
Canterbury	Justin Wall, Pat McQuinn
East Coast	Cedric Bayly, Alex Hyland
Marlborough	Dave Henry, Tim Babbage
Otago	Lauren Farnden, Natalie Matheson
Southland	Peter Sinclair, Kevin Flutey
Waikato	Don Barron, Scott Wilson
Wanganui	Gus Scott, Philippa Baker-Hogan
Wellington	Andrew Carr-Smith, Sean Durkin
NZSSRA	Trudy Keys, Leith Menzies

3. Confirmation of votes available to be cast at the meeting

Twenty two (22) votes. Two (2) per Association.

4. Recognition of Other Attendees - Board Members, Life Members and Affiliates

The president noted the attendance of Gerry Dwyer (Chairman of RNZ) and Fred Strachan (Vice Patron).

RNZ Board Directors: Tonia Cawood, Bob Evans, Geoff Taylor, Bruce Tong, Jock Mackintosh, Jerry Rickman. – welcomed and thanked Board members who governed the sport throughout the year.

NZRA Life Members: Bill Falconer, Lesley Milne, Tony Popplewell, Ivan Sutherland, John Wylie, Fred Strachan.

Affiliates: Karapiro Rowing Inc., South Island Rowing Inc., NZ Universities Council, Legion of Rowers.

RNZ Staff: Simon Peterson, Rachelle Stoddart, Sonya Walker, Tim Wilson, Alan Cotter, Judith Hamilton, Rachael Kennedy, and Anna Williams.

All of the above welcomed and acknowledged.

5. Apologies

RNZ Board Directors: Annabel Ritchie, Geoff Taylor, and Hayden Dillon.

NZRA Life Members: Johnny Johnson, George Tuffin, Evan McCalman.

Other: Ross Webb – East Coast.

MOVED: ***That the above apologies be sustained.***
Waikato / Bay of Plenty **CARRIED**

6. In Memoriam

Martin Hyde	Karapiro Rowing Inc.
Colin Shields	Wellington Rowing Association/ NZ Rowing Association
Stephen Donaldson	Marlborough Rowing Association
Simon Dickie	Rowing New Zealand
Murray Campbell	Karapiro Rowing Inc.
Darien Boswell	Auckland Rowing Club
Rex Hadfield	Waitemata Rowing Club
Ron Lawrence	Otago Rowing Club / Otago Rowing Association
Les Bennett	North End Rowing Club / Otago Rowing Association
Tom Reid	Whakatane Rowing Club
Ross Ferguson	
Danny Farr	Hamilton Rowing Club

A moments silence was respectfully observed.

7. Confirmation of Minutes from the 130th Annual Meeting held on 20th May 2017.

MOVED: ***That the minutes of the 130th Annual General Meeting of the New Zealand Rowing Association held on 20th May 2017 in Rotorua, subject to any amendments, be accepted as a true and correct record.***

Wellington / East Coast **CARRIED**

8. Matters Arising

In 2016 Wellington “recommended that the seat data be collated and brought back to the 2017 AGM”. In 2017 Wellington proposed that “this action point be postponed to 2018, due to this being a rule change year”.

At the 2018 AGM seat data was presented to all associations.

Wellington suggested it would be worthwhile to continue compiling this data on an annual basis for clarity of nationwide trends.

Wellington also noted that there are some areas lacking data and suggested this is concerning as these associations cannot see what is happening in their region.

9. Adoption of the 131st Annual Report and Financial Statements for the year ending 31st December 2017.

a) Report on behalf of the Board

Gerry Dwyer, Chairman, spoke on behalf of the board.

Gerry thanked Karapiro Rowing Inc. (KRI) and South Island Rowing (SIR) for hosting high quality regattas over the 2017/18 domestic rowing season.

Gerry noted that 2017/18 membership numbers were down slightly. Rowing has consistently been a growing sport in New Zealand – if we have reached the point where we can not accommodate new memberships then we need to look at our structural systems in place to allow these membership numbers to continue to grow.

Gerry congratulated North Shore Rowing Club for being the first winners of the Boss Rooster in the men's premier coxless four grade. He also welcomed the New Zealand Secondary Schools Rowing Association to the delegates table. These are two notable changes that have been implemented since the 2017 RNZ AGM.

Financially, 2017 was a great year for Rowing New Zealand. 8.1 million was earned over the year and 7.9 million was spent. This is testament to the great work of the staff and Board to ensure a good financial state. Rocket Kitchen (Rocket Foods) remains our Principal Partner for 2018, and Aon is still the major sponsor for the Aon Maadi Cup. Waikato River Authority have committed to a four-year sponsorship deal with Rowing New Zealand. Gallagher, 2XU, and Mercury are also currently financial backers. HPSNZ is demonstrating their trust in the RNZ programme as rowing is currently the most well-funded Olympic sport in New Zealand. Philanthropic donors help with the costly programmes, especially the men's and women's eights. The support of these generous donors make our larger programmes possible.

Gerry thanked the Rowing New Zealand staff for all their work throughout the year, in particular, Simon Peterson (Chief Executive).

Finally, Gerry thanked the remaining Board members for their efforts over the year and for delivering so passionately to the sport on a volunteer basis. A special thank you was given to Jerry Rickman who was acting Chair during Gerry's time off.

Looking forward to the 2018 International season Gerry and the Board are excited. Training is going well at Karapiro. He wished all of the New Zealand crews, coaches, and support staff well ahead of their departure for World Cup 2 and 3.

b) CEO Report

Joint Chairman and Chief Executive Report taken as read.

Simon Peterson (Chief Executive) had nothing to add to the report.

c) High Performance Report

Alan Cotter (High Performance Director) spoke to the HP Report.

In 2017 Rowing New Zealand were placed 2nd overall for the World Cup Series after attending only two of the three regattas, and 2nd overall on the World Championship table. A great result considering our programme targets Olympic events. RNZ were first overall on the Olympic events table. Over the 2017 International season there were 12 new athletes on the podium, and seven medals won in total at World Champs. At the Under 23 World Championships, the men's quadruple scull won gold. At the Junior World Championships, the men's coxless four won silver.

2017 has seen the implementation of changes from the 2016 Independent Review. This has resulted in the formation of the Athlete Representation Group (ARG) who are involved in decisions such as the Selection Policy, Tours, clothing etc. Split touring has been introduced to reinvigorate athletes, coaches, and support staff before the World Championships each year.

There have been changes in the Olympic Programme post 2016 with the men's lightweight four being removed. Further changes to the Olympic programme are predicted.

Rowing has been named a Foundation Sport by HPSNZ (due to the long standing 'tier 1' status) and is the only Olympic Sport in New Zealand that has that title.

Alan thanked the RNZ High Performance team for their great work and the passion that they bring. He thanked Simon and the Board for their ongoing support especially in regard to funding. He also thanked everyone supporting the RNZ Programme as this is what makes it successful and world leading.

East Coast requested an update on how the 2018 elite crews are tracking. Alan stated that prognostic times are looking very good. The men's and women's eights as well as men's quad are consistently in top 5 of prognostic times, which is something that hasn't been achieved for a while. The women's eight in particular is looking very exciting. Will be great to see how all crews perform at World Cup 2 at the end of June.

d) Domestic Report

Bob Evans (Domestic Committee Chair) spoke to the Domestic Report

Bob passed on thanks to the following people:

- Lesley Milne (Life member) for the work she has done to build a base of quality volunteer race officials at regattas.
- Rebecca Beatie (Rowing New Zealand) for her work with coach development and the number of courses/workshops that have been run.
- Tim Wilson and Sonya Walker (Rowing New Zealand) for their domestic front at Karapiro. Due to the changes made at the 2017 AGM they have had to make some hard decisions and have received a lot of criticism for those decisions.

In 2017 we have seen the formation of the Domestic committee. It was implemented to handle the changes from the 2017 AGM. The committee has been received well and it needs to remain in order to move forward and develop the domestic programme.

e) Audit, Finance, Risk and Compliance Committee Report

Jerry Rickman (ARFCC Chair) spoke to the AFRCC Report

Jerry noted the terrific leadership of Simon Peterson through the philanthropic programme. That programme is a major reason Rowing New Zealand is in the great financial state it is today.

Currently starting to plan for the next four-year Olympic Cycle through to 2024.

So far 2018 is tracking very well.

Waikato requested an update on the Sport NZ loan from 2010 World Championships held at Karapiro. The loan is going in the right direction. There is no time limit on the repayment of the debt, so the crown has written it down as being worth 182k and in decline.

f) Universities Committee

Tim Wilson (Domestic Rowing Coordinator) spoke to the Universities Committee Report

The Universities Rowing Council have identified three key focuses; people, promotion, partnerships.

- People – University Championships was down on participation numbers in 2017. Annabel Ritchie (RNZ Board) lead the formalization of the University Committee.
- Promotion – want to increase the promotion from University to Club rowing as currently $\frac{1}{3}$ to $\frac{1}{2}$ of all participants at University Championships do not row at any other level.
- Partnerships – Rowing New Zealand is currently investigating a formal partnership with University and Tertiary Sport New Zealand (UTSNZ) and the International University Sports Federation (FISU) in order to continue our involvement in World University Rowing Championships and Universiade.

g) Schools Committee

Sonya Walker (Domestic Rowing Manager) spoke to the Domestic Report in Gillian Simpson's absence.

Sonya took the opportunity to thank Gillian for all of her work as the New Zealand Secondary Schools Rowing Association (NZSSRA) Chair. Sonya recognized Gillian's work in aiding the integration of the NZSSRA as a Local Association.

MOVED: That all the reports and the 131st Annual Report and Financial Statements for year end 31st December 2017, subject to any amendments be received.

Rowing NZ Board / Waikato CARRIED

10. Annual Report of the Waiariki Rowing Club

The Waiariki Rowing Club is a legitimate vehicle for crews formed by Rowing New Zealand to compete in overseas Club regattas where the rules of those regattas require that all competing athletes must represent a rowing club rather than a National Federation.

Waiariki Rowing Club has had the following crews race at Henley Royal Regatta in 2017:

Men's single sculls	Matthew Dunham	First
Men's double sculls	John Storey, Chris Harris	First
Men's reserve pair	Cameron Webster, Alex Kennedy	
Men's quadruple sculls	Lewis Hollows, Cameron Crampton, Nathan Flannery, Giacomo Thomas	Second
Men's coxed eight	Caleb Shepherd (cox), Stephen Jones, Brook Robertson, Isaac Grainger, Shaun Kirkham, Anthony Allen, Paddy McInnes, Drikus Conradie, James Lasche.	
Women's single	Hannah Osborne	
Women's coxless pair	Kerri Gowler, Grace Prendergast	First
Women's reserve coxless pair	Jackie Gowler, Kirstyn Goodger	
Women's double sculls	Olivia Loe, Brooke Donoghue	First
Women's coxed eight	Sam Bosworth (cox), Emma Dyke, Lucy Spoor, Rebecca Scown, Kelsi Walters, Kelsey Bevan, Georgia Perry, Ruby Tew, Ashlee Rowe	First

Tony Popplewell (President) also noted that Matthew Dunham won the heavyweight single scull, the Diamond Challenge Cup, even though he was a lightweight.

Moved: *That the Annual Report of the Waiariki Rowing Club be adopted*
Rowing NZ Board / Canterbury **CARRIED**

11. Election of Officers

Patron: The Governor General – Dame Patsy Reddy
CARRIED with acclamation

Vice Patron: Fred Strachan (Canterbury, Wellington, NZSSRA)
CARRIED with acclamation

President: Tony Popplewell (Canterbury, Wellington)

CARRIED with acclamation

Vice President: Bill Falconer (Wellington, Canterbury)

CARRIED with acclamation

12. Election of Directors

Jock Mackintosh ends his first, three-year term, in May.

Jock has been nominated by East Coast Rowing Association and Seconded by the Canterbury Rowing Association for re-election.

Jock stands alone, therefore is elected to the Rowing NZ Board for his second, three-year term.

CARRIED with acclamation

13. Appointments to the Board

Tonia Cawood ends her second, three-year term, in May.

Moved: The Board recommends to the members that Tonia Cawood be reappointed.

Rowing NZ Board / Whanganui CARRIED

Simon Peterson asked all delegates to consider the Board Rotation going forward due to the scattered number of Board elected and appointed positions. The Board is recommending that this issue be brought to the 2019 Annual General Meeting.

Gillian Simpson has resigned from the Board. The Schools Committee has recommended Bruce Tong for appointment at this years meeting.

The Board recommends to the members at the AGM in favour of Bruce's appointment.

Simon Peterson noted that Gillian has been an outstanding Board member since 2012 and was a driving force behind NZSSRA's integration with RNZ.

A vote of thanks was recorded to Gillian for her outstanding service.

Simon welcomed Bruce Tong to the Board as the NZSSRA Representative.

Bruce Tong was called to address the meeting. Bruce introduced himself and provided information on his background.

Moved: That the appointment of Bruce Tong to the RNZ Board as the New Zealand Secondary Schools Representative be endorsed.

RNZ Board / NZSSRA CARRIED

14. Election of Auditor

KPMG were appointed the Association's auditors in 2017 and have indicated their preparedness to continue to serve. The Board recommends that KPMG be re-appointed for another year.

Moved: *That KPMG, having indicated its willingness to continue, be reappointed as Auditors, the fee to be determined by the Board*

RNZ Board/Auckland CARRIED

15. Election of Legal Counsel

Maria Clarke has indicated her willingness to serve as the Association's Legal Counsel and the Board recommends that Maria Clarke be appointed for the next 12-month period.

Moved: *That Maria Clarke, having indicated her willingness to be RNZ's Legal Counsel, be appointed as Honorary Legal Counsel.*

RNZ Board/Southland CARRIED

16. NZRA Levies

a) Association Levies

The Board recommends that the levy for Local Associations be \$250 per Association plus GST for the financial year 1 January – 31 December 2019.

Moved: *That the levy for the Local Associations remain at \$250 per Association plus GST for the financial year 1 January to 31 December 2019*

East Coast / Otago CARRIED

b) Subscriptions

The Board recommends:

That the Competition License Fee for the 2018-19 season be:

- | | | |
|-----------|---------------------------------------|---------------------|
| 1. | Annual Competition License Fee | \$80.00 +GST |
| 2. | Seat Levy | \$1.00 +GST |

Moved: *That the Annual Competition License Fee be \$80.00 plus GST and Seat Levy be \$1.00 plus GST for the 2018/19 domestic rowing season.*

Waikato /Canterbury CARRIED

17. Allocation of the 2020 New Zealand Rowing Championships

An application has been received from Karapiro Rowing Incorporated to host the 2020 New Zealand Rowing Championships at Lake Karapiro from Tuesday 18th February to Saturday 22nd February with 23rd being a spare day.

<i>Championship Events:</i>		<i>Non Championship Events:</i>	
<i>Eight</i>	<i>\$65.00+GST</i>	<i>Eight</i>	<i>\$65.00+GST</i>
<i>Fours/Quads</i>	<i>\$50.00+GST</i>	<i>Fours/Quads</i>	<i>\$50.00+GST</i>
<i>Pairs/Doubles</i>	<i>\$43.00+GST</i>	<i>Pairs/Doubles</i>	<i>\$43.00+GST</i>
<i>Singles</i>	<i>\$36.00+GST</i>	<i>Singles</i>	<i>\$36.00+GST</i>

Amenity fees: \$40.00 per competitor including coxswains.

Moved: ***That the application to host the 2020 New Zealand Rowing Championships as tabled be approved***
Waikato / East Coast CARRIED

Moved: ***That the 2020 New Zealand Rowing Championship fees listed on application be accepted.***
Bay of Plenty / Whanganui

A discussion followed as setting the fees two years in advance stretches the ability of the financial team to set them accurately. A representative from KRI suggested it be done only 12 months in advance.

Wellington Rowing Association noted that the constitution states the fees have to be set at an AGM, there is no time limit given, meaning it can be done 12 months in advance.

An amendment was then put to the meeting –

Moved: ***That the fees for the New Zealand Rowing Championships be set one year before the commencement of the regatta.***
Bay of Plenty / Wellington
This amendment then replaced the original motion and was then put as the motion.

CARRIED

For future AGM's the Local Associations should accept the location of the regatta two years in advance, and fees be set the year after (therefore only 12 months before the regatta).

18. Classification According to Ability Review

As required by rule 13.7 of the 2017 Rules of Racing, the NZRA formed a committee to consider any adjustments to rules 13.2, 13.3 and 13.4. The committee has put forward recommendations to the Board for their consideration and these recommendations are submitted to the delegates for ratification at the AGM.

See Appendix 1 with the recommendations

Canterbury initiated a discussion around the classification process - Paragraph 5 - "Re-Classification by application to NZRA". Gerry explained that committee members involved in this going forward would provide advice for classification appeals. This input from the Domestic Committee may be required on an annual basis.

Canterbury also asked about the rules referred to when regrading appeals. As a guideline – when the Reclassification Committee are considering an application for regrade they consider the personal circumstances, not the club circumstances.

Suggested that the guidelines for reclassification may need to be reviewed annually. Agreed to put this work on to the subcommittee.

Moved: **That the amendments to Rule 13 as attached be approved**
Wellington / Canterbury **CARRIED**

Meeting breaks at 2.41pm

Meeting reconvened at 3.03pm.

19. General Business

19.1 Incorporated Societies Bill

Rowing New Zealand followed through with member associations to cover legal fees to update constitutions. It is now the responsibility of each Local Association to action the advice they received.

19.2 Masters Regatta 2018, Lake Karapiro, 15/16 September.

Omission in accordance with the NZRA Constitution that the 2018 Masters Regatta will be hosted at Lake Karapiro on the 15th and 16th September.

19.3 WADA Code Review

The World Anti-Doping Association have announced a new review code – WADA code – any member or nonmember that wants input – Simon can take comments.

19.4 2019 AGM Host

The NZSSRA expressed their interest in hosting the 2019 RNZ AGM in Wellington. Date and venue to be advised.

19.5 Classification by Ability Review Process

Moved: **“the will of the Members that Intermediate events are contested at the New Zealand Rowing Championships, starting 2019 at Lake Ruataniwha. The Board should take such steps as are necessary to make this possible; preferably by achieving an out-of-cycle update to the list of events for the New Zealand Rowing Championships”.**

Wellington / Auckland **CARRIED**

19.6 Health and Safety at Work Amendment Bill 2018

Wellington Rowing Association advised that there are changes with the following that may affect clubs and associations:

The Health and Safety at Work (Volunteer Associations) Amendment Bill 2018 amends the meaning of a Person Conducting a Business or Undertaking (PCBU). Under the Health and Safety at Work Act 2015 a PCBU does not include a volunteer association. A volunteer association is currently defined as "a group of volunteers (whether incorporated or unincorporated) working together for 1 or more community purposes where none of the volunteers, whether alone or jointly with any other volunteers, employs any person to carry out work for the volunteer association."

The Health and Safety at Work (Volunteer Associations) Amendment Bill 2018 amends the definition of a volunteer association to the following:

4 Section 17 amended (Meaning of PCBU)

Replace section 17(2) with:

(2) In this section, **volunteer association**—

(a) means a group of volunteers (whether incorporated or unincorporated) working together for 1 or more community purposes; but

(b) does not include an association for which any person or persons are employed or engaged to carry out paid work for the association for greater than 100 hours per week.

Rowing clubs or associations who employ people (particularly those who employ people for less than 100 hours a week) may wish to make a submission on this Bill. It is not a Government Bill but is a Members Bill. There are no guarantees it will go through but it did make it through first reading, supported by the Opposition plus NZ First.

This poses obligations on volunteer organisations if they employ people – rowing clubs may want to make a submission to this.

19.7 Rex Hadfield

On behalf of the Hadfield family want to formally acknowledge that Rex Hadfield was associated with the Waitemata club, and that he briefly rowed for Avon Rowing Club.

19.8 Race Officials

There has previously been an interchange with Australian Racing Officials. Would appreciate if this could be reinstated.

19.9 Affiliates Recognition

Suggestion that it may be advantageous that a non-voting delegate from KRI and SIR be given a seat at the delegates table in future AGM's. To be considered by Rowing NZ.

20. Awards

NZRA Volunteers and Club of the Year were presented during the afternoon session at the AGM.

The President, Tony Popplewell, presented the following awards with citations read by Gerry Dwyer (RNZ Chair):

2018 Volunteer Recognition Awards

- Auckland Rowing Association – Roger Kerr
- Bay of Plenty Rowing Association– John Hatwell
- Canterbury Rowing Association – Pat McQuinn
- East Coast Rowing Association – Jane Brott
- Marlborough Rowing Association – David Buglar
- NZSSRA – Sean Durkin
- Otago Rowing Association – John Letts
- Southland Rowing Association – Sarah Hamilton
- Waikato Rowing Association – Clive Steenson
- Whanganui Rowing Association – David Evans
- Wellington Rowing Association – Nina Brown

2018 Club of the Year

North Shore Rowing Club

The 2018 RNZ AGM adjourned at 3.51pm.

Meeting continued 7.00pm at the Awards Dinner.

21. Meeting Reconvened

The meeting reconvened at the AGM Dinner at the Otago University Rowing Club and was hosted by Otago Rowing Association with Simon Peterson as MC.

The President, Tony Popplewell, presented the following awards and the citations were read by Simon Peterson:

Service Awards

Darryl Purton
Bob Evans

Legacy Presentations

The President, Tony Popplewell, and Chairman of the NZRF, Ivan Sutherland, presented the following awards with citations read by Simon Peterson:

- No. 13 John Solomon (Mary Thomas, daughter, accepted on behalf of John Solomon)
- No. 74 George Paterson
- No. 75 Hugh Smedley
- No. 76 Keith Heselwood
- No. 77 Win Stephens
- No. 78 Douglas Pulman (Win Stephens accepted on behalf of Douglas Pulman)
- No. 89 Alex Clark
- No. 90 Tony Popplewell

Life Membership

Moved: ***That Life Membership of NZRA be awarded to Gerry Dwyer
Marlborough / Canterbury CARRIED with acclamation***

The Chief Executive, Simon Peterson, presented the award and read the citation.

22. Closure of Meeting

Simon Peterson thanked the RNZ staff that helped to organize the 2018 AGM. He also congratulated and thanked the Otago Rowing Association for hosting a brilliant Awards Dinner.

There being no other business, Simon handed over to the NZRA President, Tony Popplewell, who declared the 131st Annual General Meeting closed.

Signed:

President, Tony Popplewell

Date: