MINUTES

129th Annual General Meeting of Athletics New Zealand Incorporated
Sunday 7 August 2016
Quality Hotel Parnell, 20 Gladstone Road, Parnell, Auckland

Meeting opened at 8:50am

In Attendance:
Member Club Representatives: Emma Akeripa (Athletics Hawkes Bay Gisborne), Ian Baird (South Canterbury Athletic Club), Jason Cressingham (Athletics Hawera/Hawera Harriers), David Crewe (Ariki (Dunedin) Amateur Athletic and Harrier Club Inc), Stephen Day (Wellington Scottish Athletics Club), Mike Dwyer (Athletics Wanganui Inc), Morris Gray (Athletics Whangarei), Murray Green (Te Awamutu Athletic Club), Mark Harris (Wairarapa Track and Field), Michael Hartshorne (Takapuna Amateur Athletic and Harrier Club), Pat Hellier (Pakuranga Athletic Club), Margaret Holcroft (Fairfield Amateur Athletics Club), Sharee Jones (Hastings Athletic Club), David Knox (Athletics Wairarapa), Margaret Knox (Leith Harrier & Athletic Club Inc), Simon Maunder (Takapuna Amateur Athletic and Harrier Club), John McBrearty (Christchurch High School Old Boys' United), Alan McDonald (Athletics Waikato Bay of Plenty), Louise McDonald (Wellington Harrier Athletic Club), Dave Norris (North Harbour Bays & Life Member), Lance Pearson (Napier Harrier Club), Grant Pepper (Race Walking Auckland), Keith Procter (Auckland University Track Club), Joan Rawsley (Paeroa Amateur Athletic Club), Judy Revell (Avondale Athletics Club), Dianne Rodger (Hamilton City Hawks), Trevor Spittle (Papanui Toc H Athletics Club), Andrew Stark (Port Hills Athletics Club & Associate Member NZ Masters Association), Kim Stevenson (Lake City Athletic Club), Ian Sussex (Wesley Harrier & Athletic Club), Malcolm Taylor (Athletics Tauranga Inc), Jude Trumm (Matamata Athletic Club), Lilian Tudor (St Pauls Harrier and Amateur Athletic Club Inc), Peter Wyatt (Roskill South Athletic Club)

Patron and Life Member: Arthur Eustace, accompanied by Anne Eustace
President: Henry Tudor
Life Members: Don Mackenzie, Graeme McCabe, Murray McKinnon, Alec McNab, Alan Stevens, Douglas Taylor
Member Club Observers: Bryan Bates (Auckland University Track Club), Andrea Harris (Wairarapa Track and Field), Meryl Hartshorne (Takapuna Amateur Athletic and Harrier Club), Heather O'Hagan (Paeroa Amateur Athletic Club), Mhyre Oman (Athletics Waikato Bay of Plenty), John Tylden (Hamilton City Hawks), Jeannette Vedder-Price (Hamilton City Hawks)
Independent Observers: Anthony Curry (Oceania Athletics Association), Anne Lord (Athletics Australia/Oceania Cross Country), Brenda McCabe (NZ Officials Association), Peter Maunder (NZ Officials Association & Wellington Scottish Athletics Club), Sylvia Maunder (NZ Officials Association), Yvonne Mullins (Oceania Athletics Association)
Board: Annette Purvis (Chair), Cameron Taylor (Deputy Chair), Roger Carruthers, Patrick Meffan
Staff: Linda Hammersley (Chief Executive), Brett Addison, Phil Armstrong, Stephanie Cunningham, Deb Develter, Tim Driesen, Kerry Hill, Kerrie Mott, Amie O’Brien, Lisa Russell, Paul Scoringe
1. **Roll call and welcome**

Henry Tudor (President) opened the meeting welcoming all to the 129th AGM and handed over the meeting to Annette Purvis (Chair) to chair the meeting. Annette then acknowledged the following Life Members.

Arthur Eustace - Patron
Don Mackenzie, Graeme McCabe, Murray McKinnon, Alec McNab, Dave Norris, Alan Stevens and Douglas Taylor.

Annette also welcomed members of Oceania Athletics Association Yvonne Mullins, Executive Director and Anthony Curry, Competition Manager along with Anne Lord of Athletics Australia.

**Voting Eligibility**

Annette advised that 106 Member Clubs were eligible to vote at the AGM, having paid their Club Member fees more than 60 days before the meeting as required in the Constitution and notified to clubs. This makes the quorum 27 clubs (25% of eligible clubs).

With 32 clubs registered and 30 present at the meeting the quorum had been met with two additional proxies received from Kiwi Athletics Club (Inc) Wellington for Louise McDonald and Fairfield Amateur Athletics Club for Margaret Holcroft.

Annette Purvis MOVED that the proxies be accepted.

**CARRIED UNANIMOUSLY**

With the acceptance of the proxies a total of 32 Member Clubs are represented and eligible to vote.

2. **Returning Officer and Appointment of Scrutineers**

Don Mackenzie has been appointed to the role of returning officer.

Annette Purvis MOVED that the Returning Officer be approved by the meeting.

**CARRIED UNANIMOUSLY**

As there was no requirement for official counting of votes at this AGM no scrutineers were appointed.

3. **Apologies**

Apologies were received from:

- Leon Blanchet (Life Member)  
- Ian Boyd (Life Member)  
- Rod Syme (Life Member)  
- Ashley Taylor (Life Member)  
- Hill City University Athletic Club  
- Dianne and Paul Craddock (Auckland City Athletics Club)  
- Roger Brickland (Eastern Athletic and Harrier Club Inc)  
- Colin Maclachlan (Wellington Scottish Athletics Club)  
- Daniel Reese (University of Canterbury Athletic Club)  
- Nicki Sutherland (Board)  
- Dean McKenzie (Board)  
- Chris Maister (Board)  
- David Lonsdale (Race Walking NZ)

Annette Purvis MOVED that the apologies be accepted.

**CARRIED UNANIMOUSLY**
4. **Valedictions**  
The following were people in our sport who passed away during the past 12 months as published in the Annual Report:

**Listed in Annual Report**
- Reg Clutterbuck
- Ian Columbus
- Robert Courtney
- Lawrie Croxson
- Robyn Duncan
- Norman Harris
- Ross Hynds
- Murray Savage
- Colin Smythe
- Bob Thomas
- Noel Warner

The meeting then acknowledged the following people who had also passed away:

- Rodger Attwood
- John Boland
- Merv Brown
- Max Carr
- Laurie Carter
- Bruce Clarke
- Clive Frethey
- Sheryl Harrop
- Bryan Kerr
- Derek Ramsay
- John Riseborough
- Neal Webb

The meeting honoured those people by observing a moment’s silence.

5. **Confirmation of the minutes of the 2015 AGM**  
A correction was noted from the floor that Don Mackenzie’s name was spelt incorrectly at one point in the minutes.

Annette Purvis MOVED and Sylvia Maunder (Athletics Wairarapa) SECONDED that the minutes of the 2015 Annual General Meeting held on 1 August 2015 at the Addington Events Centre, Christchurch be confirmed as a true and correct record.

CARRIED UNANIMOUSLY

6. **Matters arising from 2015 AGM minutes**  
There were no matters arising.

7. **Annual Report**  
Annette Purvis spoke to the Annual Report that was now available online.

Annette started her comments by first reflecting on the successful Club Connect Conference held the day before and advised that it did not provide pleasure to have an annual report with a $90k deficit. But it was satisfying to talk to what we continue to deliver as an organisation.

In February to April 2016 Linda, the Board and I travelled to all Centres as part of a planned roadshow. The dominant topic was the membership levy and it’s no surprise that I must speak to it again. For as we outlined the deficit is due to the reduction of membership income from the change in the membership fee collection. There are a number of reasons for this – clubs not passing on the reduction of fees to their members, therefore new membership was not realised and unfortunately clubs not declaring their members. As evidenced by audits and over 1000 deletions from the database.
As outlined in my report the old model was broken and you/we were all clear that change was required. The result is now history – but as an organisation we cannot afford for this to continue. Athletics will remain successful if we work together and I urge clubs and centres to show leadership and support the membership fee system.

When you look through this report you see the many activities that are undertaken across the Community and Commercial team. The $500,000 of membership fees only goes some way towards that activity and we are lucky to have many willing partners to assist us. Their support is an incredible part of what keeps us going and we thank them for that.

The Board is about to embark on a strategic update and yesterday we held a session at Club Connect to involve Clubs in this process. In 2008 we set out with 4 main strategic outcomes; to be financially sustainable; large growing membership; sustained international success and to be recognised for our leadership and capability.

I look back on what we have achieved since 2008:

**Financially sustainable** – our reserves are over $400k they could be and need to be higher. Sponsorship and revenue is hard graft, there are no quick easy wins. Whilst we may not have had the finances flow in, it has been great to introduce the member package and provide some value back to members.

**Large growing membership** – Traditional membership has remained static but what we do know is that since 2008 we have introduced Get Set Go and last year that reached 20,000 school kids across NZ. We are helping to get them active. Plus 16,000 kids in Run Jump Throw and 4,000 participants in the Lion Foundation Rotorua Marathon. We will need to challenge ourselves as an organisation as financial sustainability/viability is intrinsically linked to memberships. Grass roots is where the pinnacle starts and its largely volunteer led, the recent stakeholder survey we undertook shows that you want more support. Ultimately we need you to help us help you.

**Recognised for leadership and capability** – Get Set Go is a programme that is nationally recognised in the fundamental movement space. We have looked to provide added resourcing to coaching and officials with dedicated staff; Sport NZ remains a committed community sport partner.

**Sustained International Success** – we developed an HP Strategic Plan in the late 2000’s and our commitment to that strategy has seen us announce our biggest team since Atlanta in 96 but most importantly we have developed programmes and systems to support the athletes. HP Sport NZ has real confidence in what we have built and our capability to deliver – our funding has increased year on year since 2008.

A huge thank you to the coaches, officials and administrators – you all do this out of the desire to help someone have a go, get some personal satisfaction and benefit and to enjoy a sport that we all love and enjoy. The same thank you goes to the Board, who are also volunteers.

I am proud of our team of staff, we have a number of new faces and they have really demonstrated personal motivation and dedication to creating and delivering outcomes that we can all be proud of. This despite a situation where the belt is continually being pulled tighter. Our professionalism as an organisation has improved significantly over the last few years and we have Linda to thank for that.
Alone we can do so little – together we can do so much. Let’s remember that we all want the same thing so let’s do it. For the success of the sport we want to be that good corporate citizen.

8. **Financial Report**
Linda Hamersley spoke to the Financial Performance Report. When reading last year’s AGM minutes, I note that part of my presentation of the financials was drawing attention to the fact that, if not for the Rotorua 50th anniversary over budget surplus of $100k, that year-end surplus would have been small. Our annual budget is set conservatively and accurately with not much room to accommodate a downward shift in income. It’s unfortunate we saw that this year with the reduced membership income, resulting in the deficit year-end result.

Included with the agenda papers was a memo including administrative notes to the audited financial statements. As noted, we cut discretionary costs where we could, but with the lateness, December/January in understanding that the membership income would not be realised, there was not a lot of opportunity to make big savings.

We saw a reduction in grant funding income, which resulted in reduced expenditure of the programmes that could not be delivered without the grant funding. We have a number of account codes within the annual budget that delivery does not occur without funding being received.

Whilst not strictly related to the Audited Financial Statements, I would like to take the opportunity to remind Clubs that we need to be proactive in lodging submissions with relation to the Class 4 Gaming Act changes that are being debated at the moment. I provided a template for submissions to Centres and Clubs recently and I wanted to reiterate that a change to the current allocation could have a huge impact on our ability to receive this type of funding in the future – if the change were to be adverse for the sport sector, which is possible. We have to have as many submissions lodged as possible so our numbers outweigh the other parties.

Linda then referred to the memorandum that was circulated with the AGM agenda that provided comments to the Audited Financial Statements and asked if there were any further questions from the floor that she or Phil Armstrong, Finance Manager would answer.

It was clarified that the Consultants figures were income in and out as these are approved prior to being contracted to be paid for by Sport NZ grants. The Publicity expenditure was similar in that Athletics NZ acted as the agent between the makers of the Powerade TV commercial and the athletes, with a small profit being made as an agency fee.

The staffing expenditure is also partly offset by increased funding from NZCT to employ the new Membership Coordinator role. Additional funding was also received for the Coach Manager role to be increased to full time and the Official Development Manager part time.

It was highlighted that in the balance sheet the provision for holiday pay was high. Linda noted that this was predominantly the High Performance staff in the lead up to Rio with plans in place for reducing this in the coming months. Additionally two administration staff have been saving their leave to use to personally go to Rio.
Annette Purvis MOVED and Mark Harris (Wairarapa Track and Field) SECONDED that the Annual Report including the Financial Performance Report be adopted.

CARRIED UNANIMOUSLY

9. **Election of Office Holders**
   
   9.a **Patron**
   
   Arthur Eustace was nominated by the Board to be reappointed as Patron.
   
   DECLARED

   9.b **President**
   
   Peter Maunder was nominated by Wellington Scottish Athletics Club for the role of President.
   
   Henry Tudor presented Peter with the President’s pin. Peter thanked the sport for electing him as President.
   
   DECLARED

   9.c **Vice President**
   
   Dianne Rodger was nominated by Hamilton City Hawks Athletics for the role of Vice President.
   
   Henry Tudor presented Dianne with the Vice President’s pin.
   
   DECLARED

   9.d **Board Appointments Panel – Club appointee (1 position to be filled)**
   
   John Tylden was nominated by Hamilton City Hawks Athletics to be appointed as the Club appointee
   
   DECLARED

9.e **Board Members - seven in total**

   There are five incumbent Board Members:
   
   Dean McKenzie
   Chris Maister
   Patrick Meffan
   Annette Purvis
   Cameron Taylor

   Annette Purvis invited John Tylden to outline the process undertaken for appointment / election of Board Members on behalf of the BAP.

   John Tylden then read the report on behalf of Chris Maister who was an apology for the meeting.

**Board Recruitment Process:**

Athletics NZ recently undertook a recruitment and selection process for 2 Board Members in accordance with our Constitution. A Board Appointment Panel (BAP) was established to undertake this task. The BAP comprised: a Member’s representative (John Tylden), an independent representative (Clare Kearney), and a Board representative (Chris Maister).

An organised, professional, and thorough recruitment process was undertaken and the BAP were unanimous in their selection of 2 Board members, one as an Appointed Member, and the other as an Elected Member to be put to the AGM in August 2016. The BAP received SIX applications and interviewed FOUR candidates. Unsuccessful candidates did not want to stand
against the recommended elected candidate. This is understandable given the thorough recruitment process the BAP undertakes on behalf of the sport.

The BAP have made some recommendations to the Board in regards to the BAP process and the Board will review these against any need for further constitutional change.

The Board Appointments Panel appointed Roger Carruthers to the Board.

The Board Appointments Panel recommended Jo Coleman as the elected candidate. CARRIED UNANIMOUSLY

10. Long Service Awards
Alan Stevens (convenor of Awards Committee) was invited to introduce the awards.

Firstly Alan acknowledged members of our sport who had received major external awards during the past year as noted in the Annual Report, adding that subsequent to the report the Chair, Annette Purvis had been honoured in the Queen’s Birthday Honours with the Officer of the Order of Merit for her services to athletics – recognised especially as a Board Member from 2004, including the last 9 years as Chair, also her continuing role as the Oceania Area Rep on the IAAF Women’s Committee.

Also from the Annual Report Alan acknowledged Eliza McCartney – (Halberg Awards - 2015 Emerging Talent Award), Ashley Taylor – (Halberg Awards - Life time Achievement Award) and Trevor Spittle (IAAF Veterans Pin).

Alan then invited Yvonne Mullins, Executive Director Oceania Athletics Association to speak to the Oceania Merit Award being awarded to Don Mackenzie.

Yvonne noted that it was always a pleasure to come along to the AGM.

On behalf of Jeff Gardner, President of the Oceania Council, Yvonne passed on congratulations and best wishes to Don Mackenzie on receiving the Oceania Merit Award. Yvonne acknowledged Don’s commitment to both Oceania and New Zealand in his varying roles and also acknowledged Don’s family as without their support and love this would not have been possible.

Alan Stevens then announced the Long Service awards.
- John McBrearty (Athletics Canterbury)
- Andrea Harris (Wairarapa Track and Field)
- Sandie Gamperle (Athletics Canterbury)
- Victor Gamperle (Athletics Canterbury)
- Reg Brockett (Athletics Canterbury)
- Mike Bunckenberg (Athletics Canterbury)
- Mark Peters (Athletics Canterbury)
- Dianne Smith (Athletics Canterbury)
- Dawn Melrose (Athletics Wellington)
- Gerald Dravitzki (Energy City Harriers)
- Max Dravitzki (Energy City Harriers)
- Crelin Keig (Energy City Harriers)
- Brian Hall (Energy City Harriers)
- Tony Vaughan (Energy City Harriers)
• Albie Jane (Stratford Runners and Walkers)
• Barry Hosking (Stratford Runners and Walkers)
• Denise Taylor (Athletics Waikato BOP)
• Vicky Adams (Egmont Athletics)
• Rodney Gillum (Egmont Athletics)
• Lynne Mackay (Egmont Athletics)
• Sue Park (Egmont Athletics / Taranaki Race Walking Club)
• Trevor Suthon (Egmont Athletics / Taranaki Race Walking Club)
• Karen Rowley (Caversham Harriers and Athletic Club)
• Kerry Rowley (Caversham Harriers and Athletic Club)
• Geoff Anderson (Caversham Harriers and Athletic Club)

11. Merit Awards
Alan explained that these awards follow nominations from the Sport and there can be no more than three awarded at each AGM. The Merit Awards are in recognition of continued, valuable and above expectation service to the sport and only awarded to those that are highly regarded in the athletics community.

• Don Mackenzie spoke to the first award to John McBrearty and Henry Tudor presented John with the Merit Award Pin.
• Murray McKinnon spoke to the second award to Steve Hollings and Henry Tudor presented Steve with the Merit Award Pin.
• Dave Norris spoke to the third award to Ian Babe and Henry Tudor presented Ian with the Merit Award Pin.

12. Life Membership
Alan explained the process for awarding of a Life Membership, noting there can be no more than one awarded each year.

Graeme McCabe spoke to a life membership award to Mhyre Oman and Henry Tudor presented Mhyre with the Life Membership Pin.

Mhyre made a short speech and thanked the meeting advising she has enjoyed her time with athletics, especially the friendships made and the enjoyment of watching athletes development.

13. Special Resolution to alter Constitution
No resolutions were received for inclusion on the agenda.

14. General Business (to which notice under the Constitution was provided):
   Pakuranga Athletic Club – Sanctioning of non-compliant clubs
A submission had been received from Pakuranga Athletic Club to include sanctioning of non-compliant clubs on the agenda. Stating that rather than continuing to increase the levies and in effect punish the honest clubs and its members, Pakuranga Athletic Club would like to see non-complying clubs sanctioned.

Discussion took place with the following key notes:
• Approximately 30% of clubs (40 clubs) are using online registration so there are still a large percentage of registrations being manually uploaded and open to error or misrepresentation of the true number of members.
• Clubs that had deleted memberships through the year (1,000 members were deleted) were approached by Athletics NZ staff and in some instances, invoices were issued for the deleted members. A higher percentage of junior members were deleted.

• It was agreed that going forward a report would be sent to the Centre and Clubs on a quarterly basis listing membership figures held in the database and asking if this seems representative of their region/club.

• Athletics NZ is exploring the option of making all our Member Benefits Programme offers open to only those that are registered in ClubNet.

• Members from the floor spoke highly of ClubNet and suggested that Clubs that aren’t providing online registration may be losing membership opportunities, as so many people today only want to register online and when it suits them – not going to a club registration sign-on day.

Pakuranga Athletics Club was thanked for raising the issue and the discussion that this generated.

Roger Carruthers (Chair of the Audit & Risk Committee) advised that the Auditors were originally considering qualifying the audit report due to the membership declaration issue. Roger explained the implications this could have on our ability to gain future funding and grants. Rather than qualify the audit report, the Auditors included this in the Audit Management Letter and their recommendation is for all Clubs to have an independently signed declaration of members. This will commence for the current year-end (31 March 2017) audit and Linda will communicate with Clubs on the details of this.

New Zealand Masters Memorandum of Understanding
Andrew Stark – President of NZ Masters asked to speak to an item that was not on the agenda. This was granted. Andrew advised that at a Special General Meeting of NZ Masters Association on 6 August 2016 a Memorandum of Understanding was signed with Athletics NZ. This will enable all Masters aged athletes who register with Athletics NZ to be able to compete in NZ Masters events without having to pay an additional membership fee to NZ Masters.

This news was received with much support.

15. Acknowledgement of retiring Board members
Annette acknowledged retiring Board member Nicki Sutherland for her valued input over the last 3 years, and to Henry Tudor, who as President has been very busy over the last 12 months with attendance at events and Board meetings.

16. Date and venue of 2017 AGM
The 2017 AGM will be held on the weekend of Saturday 29 and Sunday 30 July in Auckland. Confirmation of the day, time and venue is still being finalised and will be communicated as confirmed. Annette noted the earlier date is due to the IAAF Congress and World Championships commencing 1 August 2017.

17. Close meeting
Incoming President Peter Maunder presented Henry Tudor with his Past President pin and invited him to say a few words.

Henry advised that it has been a wonderful year and he had found the Board meetings enlightening. He encouraged smaller areas to look at hosting championships after attending several over the year. He thanked the members for the confidence they had to elect him.
Peter thanked Henry for his contribution, Annette and the Board for the hard work they have made in the last 12 months, and Linda and the Athletics NZ team. He then went on to thank the Club delegates for attending the AGM.

Peter Maunder declared the meeting closed at 10:20am.