Minutes of the 121st Annual General Meeting of Athletics New Zealand Incorporated.

Held at the Holiday Inn, 75 Featherston Street, Wellington at 2:00 pm on Friday 25 July 2008.

Chairman: Mhyre Oman (President of Athletics New Zealand)

1. Roll Call and Welcome: The President welcomed all attendees and acknowledged the attendance of Life Members.

Councillors: Mhyre Oman (President), Murray McKinnon (Vice President), Annette Purvis (Board), Trevor Spittle (Board & NZ Children’s), Dave Harkness (Board & Auckland), Leon Blanchet (Board), Alan McCauley (Board), Gary Clareburt (Board), Jim Hogg (Auckland), Henry Tudor (Southland), Colin Russell (Southland), Greg Lautenslager (Tasman), Richard Harvey (Tasman), Paul Tyson (Otago), Rob Urquhart (Otago), John Tylden (NZ Secondary Schools), Alec McNab (NZ Secondary Schools), Mike Weddell (NZ Masters), George McConachy (Manawatu Wanganui), Fred Holmes (Manawatu Wanganui), Ed Fern (Taranaki), Dennis Jordan (Taranaki), Morris Gray (Northland), Audrey Williams (Northland), Allan Potts (Hawke’s Bay Gisborne), Brett Addison (Waikato Bay of Plenty), Graeme McCabe (Waikato Bay of Plenty), Brian Taylor (Canterbury), Craig Brown (Canterbury), Ian Priest (Wellington), Sylvia Maunder (Wellington), Andrew Finn (NZ Children’s).

Also in attendance: John Smart (Life Member), Don Chadderton (Past President), Arthur Eustace (Life Member), Rod Syme (Life Member), Dave Norris (Life Member), Don Mackenzie (Life Member), Alan Stevens (Life Member), Scott Newman (CEO), Leanne Asher (Staff), Alastair Dunn (Staff), Louise Burns (Staff), Alice Booth (Staff), Tony Rogers, David Lonsdale, Michael Sharapoff, Simon Gillum, Adam Gosney, Rees Buck, Graham O’Brien, Chris Williams, Murray Taylor.


3. Proxies: The following proxies were advised
   Board: Annette Purvis for Patrick Meffan
   HBG: Allan Potts for Murray Andersen
   WBOP: Brett Addison for David Olsen

4. Valedictions: The meeting honoured the following by observing a moment’s silence.

Acknowledged last year, but in this years reporting period
Jeannette Vivian
Peter Heidenstrom

Also:
Graham Condon
Arthur Grayburn
5. Minutes of Previous AGM: Subject to the following correction the minutes were confirmed as a true and correct record of the meeting held on 27 July 2007.

Change: Craig Brown advised that in the awards section it should read Diane Smith not Alison Smith.

Moved Mhyre Oman, seconded Fred Holmes. CARRIED

6. Matters Arising: Nil

7. Annual Report: Chairman – Annette Purvis

The Chairman presented the 121st Annual Report for Athletics New Zealand and advised that during the 2007-08 year the Board’s focus was on maintaining financial stability. Throughout the year the Association remained on a knife-edge and the Board was pleased to be able to report a small surplus. Building a suitable level of operating reserves remains a key issue. The Association had operated on a 'business as usual' basis and has attempted to re-establish a sound level of trust in the Board and the National Office. A further focus has been on governance improvement, an area which the Board feels good progress has been achieved. Our performance results on the World scene have been outstanding, highlighted by Valerie Vili’s World Championship win.

The Chairman thanked the Councillors and key stakeholders – SPARC, NZCT, Lion Foundation, Union, Qantas and Colgate. Thanks were also offered to the Board and to the National Office team.

The Chairman advised on an error in the Annual Report in that the IAAF Osaka Congress was unintentionally omitted and that the geographical Club map had a replacement insert.

The Chairman then opened the meeting to questions from the floor.

Graeme McCabe (WBP) Referred to the chart on page 51 Registration Statistics. He believed that it is important that all Centres are using the same registration recording systems and terminology as the figures are now required for both statistical purposes and the setting of the levy. Graeme suggested that clearer definitions should be developed and circulated to all Centres in an effort to get all to record in the same way.

Scott Newman (CEO) advised that the Board were aware that the definitions need to be reviewed and that the Association Levy calculation was being addressed.

Alan Stevens (Life Member) noted that we should show historical membership figures as we have in the past. Scott Newman (CEO) agreed and advised that such format will be reinstated next year. Membership is 10% up on the previous year.

Moved “that the 2007-08 Annual Report be received”: Annette Purvis, Seconded: Sylvia Maunder CARRIED


Scott Newman gave an overview of the Financial Reports. He reiterated that it was not an easy year and that it was knife-edge for much of the year. It was not until February that he
was reasonably confident of being able to record a small surplus. Both the National Track & Field Championships and IAAF Area Permit Meet made this surplus possible and the increased Association Levy gave an element of security.

A pleasing profit, but not enough given turnover and inflation. We have moved out of a position of daily cash flow management to one of weekly. The accounting process is not far from giving the board enough detail, but more improvements can be made as we intend to be far more open and endeavour to be more accurate. The format is still not the best as it needs to be in greater detail around the big spend items. We will be shifting the reporting of our financials inline with the 8 pillars which will be discussed in open forum.

The CEO opened the meeting to questions from the floor.

Graeme McCabe (WBP) questioned the reporting of Publicity and Research & Archives as a separate item and appeared to be new coding. Scott Newman (CEO) advised that this was previously absorbed into other areas, but in showing this was the start of reporting under the 8 pillars and gives the availability to show the full level of cost.

Graeme McCabe (WBP) asked why the Combined Events Championships were not shown in the Competitions figures. Scott Newman (CEO) advised that the figure was absorbed in the National Track & Field event.

Alan Stevens (LM) queried the contingent liability as shown in the notes, if at this stage we had any idea of the total cost of the appeal. Scott Newman (CEO) reported that the total cost of the appeal process was approximately $40,000.00 and would be accounted for through the High Performance Budget.

Moved that the 2007-08 Statement of Financial Performance be adopted: Mhyre Oman, Seconded: Fred Holmes — CARRIED

9. Awards

Long Service: The following received awards in recognition of their long service to the sport:

- Jim Hogg  Auckland
- Henry Tudor  Southland
- Peter Redpath  Southland
- Carol King  Pakuranga Athletics Club
- John Gilchrist  Pakuranga Athletics Club
- Brian Payne  Pakuranga Athletics Club
- Vicki Heywood  Pakuranga Athletics Club
- Les Heywood  Pakuranga Athletics Club
- Sunnette Kennard  Pakuranga Athletics Club
- Denis Rudman  Pakuranga Athletics Club
- Rosalea Dun  Pakuranga Athletics Club
- Jim Dun  Pakuranga Athletics Club
- Paul Tindall  Pakuranga Athletics Club
- Dave Spankie  Pakuranga Athletics Club
- Jeanette Hill  Athletics Taranaki
- Theresa Gibbon  Athletics Taranaki
- Nigel Neilson  Athletics Taranaki

The President congratulated the recipients of the long service awards and presented awards to those in attendance - Jim Hogg (AKL) and Henry Tudor (STH).

Merit: The following received Merit Awards

- Pam Kenny  Athletics Waikato Bay of Plenty

The President in advising of this nomination made note of Pam’s extended service to the sport.
Life Member: Murray McKinnon presented the meeting with extensive history of Norm Coop’s (AKL) nearly 70 years service to the sport commencing as an athlete before going on to coach and being involved in the administration of the sport. Norm also holds Life Membership with his Club and the Auckland Centre.

Moved “that Norm Coop be awarded Life Membership of Athletics New Zealand”: Annette Purvis. Seconded Murray McKinnon. CARRIED

10. Election of Officers

Patron:
Les Mills had advised that he was unable to stand for the position again. Annette Purvis (Chairman) thanked him for his time in the role.

Annette Purvis nominated Arthur Eustace as Patron to Athletics New Zealand and asked Alan Stevens to speak to Arthur’s nomination.

Alan Stevens (Life Member) had pleasure in endorsing Arthur’s nomination and gave an extensive overview of Arthur’s achievements in the sport. Arthur has an extensive background as an athlete, coach and administrator to the highest of international levels. Arthur was one of the first members to be inducted in the Coaches Hall of Fame. Arthur also held the position of President (1984-85) and was awarded Life Membership to Athletics New Zealand in 2002. Arthur is highly esteemed in the Oceania Region and holds Life Membership of the Oceania Association and has also been awarded the Oceania Silver Award of Merit.

Nominated by: Annette Purvis, Seconded: Craig Brown (CAN) DECLARED

Arthur gave a brief and emotional acknowledgement. He commented that it felt a little strange in that after 64 years he has gone back to the grass roots of the sport and is assisting Otaki in resurrecting their club.

This was met by a standing ovation.

President
Murray McKinnon

Nominated by: Annette Purvis, Moved by: Mhyre Oman, Seconded: Dave Harkness (Board) DECLARED

Mhyre Oman presented Murray with the President’s badge.

Murray addressed the AGM and advised that he was looking forward to visiting all the Centres during his time as President listing various opportunities in which he would visit.

Vice President
There were no nominations received so nominations were called from the floor.

Leon Blanchet (Board) nominated John Smart as Vice President.
Brian Taylor (CAN) endorsed John’s nomination.
There were no other nominations.

John Smart was accordingly declared Vice President.

Board

Four positions were available. There were no other nominations outside of the existing Board members therefore the following Board Members were declared:

  Leon Blanchet
  Gary Clareburt
  Alan McCauley
  Annette Purvis
Track & Field Selectors

There were six nominations for three positions.

Under By-Law Rule 16 at least one selector must be from the South Island. Ken Simpson, being the only nomination from the South Island, was declared elected resulting in five nominations remaining for two positions.

The Chair called for scrutineers.
   Annette Purvis nominated Alan Stevens
   Leon Blanchet nominated Don McKenzie.

Chris Williams asked for the opportunity to speak to his nomination so that Council could make their decisions from what was said.

Mhyre Oman (Chairman) advised that this was not the accepted protocol but asked the meeting for their views. The general feeling was that this had not been done in the past and would create a precedent. Additionally and most importantly, not all nominees were present so would not have the same opportunity.

Chris Williams formally withdrew his nomination.

Following the ballot the following selectors were declared:
   Graham O’Brien
   Tony Rogers
   Ken Simpson

National Technical Officials Committee
Scrutineers were reappointed and a ballot was conducted.
The successful candidate was Fred Holmes.

Mhyre Oman moved that the Voting papers be destroyed. Seconded: Leon Blanchet, CARRIED

Scott Newman advised the meeting that there would be a change in the format of the financials in an effort to reflect the eight business plan pillars.

The figures have been based on the 07/08 actuals for administration and infrastructure costs. There will be an attempt to create better transparency while budgeting for a small surplus. The increase in Association Levy and the support of SPARC has helped create a sense of short term stability.

Budgeting for Officials Development is new and an increase in investment in coach development are both positive outcomes of the increased revenues. There will be more detailed reporting of financials in the Board Minutes during the coming 12 months and an increased focus at Board level. Progress in determining accurate cash flows is being made and the intent is to move to two year budgeting.

The CEO opened the meeting to questions from the floor.

There were no questions.

12. Remits
There were three Remits received from Waikato Bay of Plenty. Graeme McCabe (WBP) spoke on the remits and asked to deal with in reverse order.
REMIT THREE – Athletics Waikato-Bay of Plenty

<table>
<thead>
<tr>
<th>New Rule</th>
<th>Rule 34.4</th>
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<tbody>
<tr>
<td>Centres and organisations represented on Council may also enact, amend or also repeal any By-Law at any Annual General Meeting or Special General meeting as provided for in Rule 33 (1)</td>
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As circulated prior to the Meeting:

**Rules Committee Comment:**
There is need to recap on the thinking and principles behind the split in 2000 of the original Rules (Constitution) and By-laws into Rules, By-laws – Administration and By-laws – Competition. During this process the original Rules were divided into those Rules that pertained to the structure of the Association and those which pertained to the ongoing administration of the sport. Those which pertained to the structure remained as Rules and those which pertained to administration became By-laws – Administration. As the original By-Laws pertained mainly to competition, most became the By-Laws – Competition, although two or three were moved into the By-Laws – Administration. The original division of the clauses into these three categories (documents) was made by the Rules Committee which included two members of the Board and was vetted and approved by Council at its 2000 AGM. This meeting actually moved some clauses back from the By-Laws – Administration to the Rules. The final document in its three parts was presented to and approved by the 2001 AGM.

At the time when this restructuring was done serious consideration was given to which were the most appropriate bodies charged with amending these documents as required.

While Council rightly retained the sole right to change the Rules it gave full authority to the Board to be the only body who could make By-law changes. But in doing so it put a number of constraints on the Board, such as before making any change it must give due (42 days) notice to the sport and for final approval any change must receive two thirds of the votes cast by members of the Board. This topic was discussed and approved by two if not three meetings of Council.

Although seven years on it might now be appropriate to reconsider the most appropriate method on making alterations to the content of any of these documents it should be based on a method which will give the best possible results, not on some historical basis. In fact whether the present methods of making By-Law changes is the best method is under review and is the subject of a paper before the Board, but not yet discussed. This paper includes the suggested use of a forum at the time of the AGM to discuss potential By-Law topics.

As the Rules set out the structure of the association, any alteration to these is probably most appropriately left to those who represent the whole of the sport, and that is Council.

But the By-Laws, both Administration and Competition, are a different type of document as they underpin the daily administration of the sport and the control of its competitions, therefore who has the oversight of these documents is very important. It is important that the body or people who have the most expertise in these areas have the final say in any alterations to these documents. As the Board is charged with the ongoing governance of the sport and is answerable not only to Council but other organisations and stakeholders, it appears appropriate they are charged with the oversight of the By-Laws – Administration. A return to a situation where council can also make By-Law changes appears to be a backward step. Because of its make up, Council in spite of its best intentions, does not necessarily have the expertise or the relevant facts to make the most appropriate decisions on By-Laws and an inappropriate decision has the potential to cause operational problems, particularly in
the Board’s decision making and ongoing relationship with other organisations. As regards By-laws – Competition, the most appropriate people to be involved in any changes with these would appear to be the NTOC and Senior Technical Officials and the Board regularly requests and receives their input for these. One of the positive effects of giving the Board the sole right to alter By-Laws has been that the agenda for AGMs has not been cluttered up with a series of proposed By-Law changes as tended to happen previously, thus the meetings have become more “streamlined”.

Incidentally, also at least one Centre gives its executive the sole right to alter its By-Laws, while the club delegates retain the right to alter its Rules at a general meeting.

In fact also giving Council as well as the Board the right to alter By-Laws may put a considerable constraint on the Board’s ability at any future date to again alter a By-Law once it has been altered by Council. Under such circumstances the Board could be challenged as being in breach of Rule 21 – Saving Rule.

**Board Comment:**
The remit in effect allows for significant changes to the sport to be made on the day of the AGM. This is not seen as a sensible step given the complexity of some of our rules and the expertise required in best assessing the changes to our rules.

Council is not the best placed body to be making administrative or technical changes to our rules, it is the “experts” in these areas who are best placed to advise on any changes.

The Board believe that the current process provides a better system of ensuring that a widely consulted and fully considered decision can be made. The Board is currently able to pass any By-Law proposals to those who are best placed to be making recommendations and then the 42 day process provides for feedback and consultation from Centres or any other persons.

**Board Recommendation:**
The remit is not supported by the Board.

Graeme McCabe (WBP) moved Remit 3 and invited Allan Potts (HBG) to second. Allan Potts accordingly did so.

Graeme McCabe outlined the reasons of this Remit in that in the past that Council had the opportunity to enact and transact By-Laws along with the Board. There is support for the Board’s current process but that they would like to add to it. There was surprise at the decision of the 2001 AGM when the ability for Council to enact By-Law change was removed and Graeme did not believe that all delegates knew what they were actually voting for.

Graeme said that the Board should not take this as a criticism of current process, but rather that if the remit goes through it gives Centres the opportunity to talk and additionally for Council to enact.

The remit was opened to the meeting for discussion.

Dave Harkness (Board/AKL) heard comments that people say they can not make changes when this is not the case. He mentioned that at present there had been notification put out to the sport in regards to the levies and that feedback from Centres representing only 62% of the membership was received. The Board has extended the date in an effort to get more feedback.

George McConachy (Manawatu Wanganui) suggested that this was not a criticism of the Board, rather an opportunity for Council to discuss and make decisions on By-Laws that mattered.
Scott Newman (CEO) requested and was granted permission to speak. He suggested that the forum around the AGM is the place to hear concerns of proposed changes to By-Laws and he was not convinced that it needs to be a formal part of the AGM. The Council is almost certainly not the best group to make technical decisions on the spot and that such decisions should go to technically minded and the most appropriate people. The Board currently have a paper in front of them which suggests a refined approach for dealing with By-Laws.

Leon Blanchet (Board) advised that all the information goes out to the sport but the Board are lucky to get 10% response.

Ian Priest (WGN) mentioned that nothing in the proposal abolishes the current process but opens up additional scope for Council.

Remit 3 was put to the meeting. Lost.

REMIT TWO – Athletics Waikato-Bay of Plenty

Rule 33.1 - delete existing wording and replace with:

These rules may be added to, amended or repealed by resolution at any annual meeting of the Council or at any special meeting called for the purpose, provided that notice of such proposed addition, amendment or alteration, together with the names of the proposer and seconder thereof, shall be given to the Association at least ninety (45) days before the date fixed for such meeting, and by the Association to each member of the Council and each Centre at least twenty-eight (28) days before the date of the meeting. To gain discussion status at the AGM the motion must be seconded by another Centre at the AGM.

As circulated prior to the Meeting:

Present Rule 33.1:

These rules may be added to, amended or repealed by resolution at any annual meeting of the Council or at any special meeting called for the purpose, provided that notice of such proposed addition, amendment or alteration, together with the names of the proposer and seconder thereof, shall be given to the Association at least ninety (45) days before the date fixed for such meeting, and by the Association to each member of the Council and each Centre at least twenty-eight (28) days before the date of the meeting.

Rules Committee Comment:

This proposed Rule change follows on from the previous proposal except according to the wording proposed the addition to the clause only applies to AGMs and not SGMs. It is noted that the “ninety (45) days” drafting error is perpetuated in the proposed remit. This error is an oversight from the Rules Committee and was missed during the drafting changes made following the 2007 AGM.

Board Recommendation:

The remit is not supported by the Board.

Graeme McCabe (WBP) moved Remit 3 and invited Allan Potts (HBG) to second. Allan Potts accordingly did so.

Before discussion took place, Graeme cautioned the meeting that the way in which they voted on this remit would be the way in which they would have to vote on Remit 1.

Graeme McCabe (WBP) outlined that it was viewed that it was unnecessary and time consuming to get anything on the order paper for an AGM. The current process requiring another Centre to second a proposed remit prior to reaching the AGM is too long and involves too many people and meetings. It would be far better to put a paper forward and have someone second it directly at the AGM.
Allan Potts (HBG) endorsed Graeme’s comments.

John Smart (Rules Committee) clarified the rule as any member of Council or Centre was able to second the remit.
Remit 2 was put to the vote. Lost

REMIT ONE – Athletics Waikato-Bay of Plenty

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<tr>
<th>Rule 8g – delete existing wording and replace with:</th>
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<tr>
<td>Remits and notices of motion may be proposed only by Centres, or other affiliated Organisations, or the Board of Directors. To gain discussion status at the AGM the motion must be seconded by another Centre at the AGM.</td>
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As circulated prior to the Meeting:

Present Rule 8.1(g)
Remits and notices of motion may be proposed only by Centres, or organisations represented on Council [refer Rule 7.1.1], or the Board of Directors. Where a proposed remit or notice of motion is moved by a Centre or organisations represented on Council [refer Rule 7.1.1], the motion must be seconded by another Centre or group represented on Council [refer Rule 7.1.1] to gain discussion status at the Annual Meeting.

Rules Committee Comment:
The change proposed in this remit is to require a proposed Rule change to be seconded at an AGM by a Centre delegate and a centre delegate only, regardless of who proposed it. The question to be asked is what would be achieved by this proposal considering any Rule change needs support from the delegates of some Centres to achieve the two thirds of votes cast to be passed. In effect it appears this change would achieve nothing.
To show that all rule changes need some Centre support, the voting strength at a General Meeting is:
- Non Centre votes: 15
- Centre votes: 22 minimum, but normally more

Board Comment:
The current rule provides for a more robust test on the relevance or potential support that a remit may have. A move away from this provides the opportunity for a Centre to second a remit on the day, merely in the interests of “discussing” the proposal to determine how relevant the remit might be. The Board believe that this type of discussion and test can and should readily occur between Centres prior to reaching an AGM. Remits should come to the AGM with a prior level of test and discussion between at least two Centres as appropriate.
It appears also that the proposed wording is inconsistent with current rules in regard to remits proposed by the Board. Currently the Board do not require its remits to be seconded. Whether this is intentional in the proposal or not is unclear. The Board will move an amendment to the proposed remit to ensure the status quo position with regard to Board remits remains.

Board Recommendation:
The remit is not supported by the Board.

As Remit 2 was lost, Graeme McCabe (WBP) withdrew Remit 1.

13. Notices of Motion

There were no notices of motion
14. Appointment of Auditor

Mhyre Oman moved and Leon Blanchet seconded the motion that Martin Jarvie PKF be reappointed as the Association’s auditors. CARRIED.

15. Date for 2009 AGM

This will be held on Friday 24 July 2009 in Wellington.

16. Closure/Acknowledgments

Mhyre Oman passed on her thanks to those who have retired through the year and to Murray Taylor, John Bowden and Heather O’Hagan for putting their names forward to fill the various positions. Mhyre said that she had thoroughly enjoyed her time as President and was sorry that she was not able to get around to all Centres, but acutely aware of the challenging financial position. Mhyre offered her thanks to Scott Newman, Annette Purvis and Leanne Asher for their support during the year and asked the incoming President to formally close the AGM.

Murray McKinnon thanked Mhyre for her year as President and formally closed the 121st AGM.

Meeting Closed: 3:30pm