127th Annual General Meeting of Athletics New Zealand Incorporated
Saturday 9 August 2014 – 9.00am – 10.25am
Addington Conference Centre, Christchurch

In Attendance:
Member Club Representatives:  Brent Halley (Ariki), Debbie Telfer (Athletics Gore), Eric Verstappen (Athletics Nelson), Alec McNab (Athletics Wanganui), Barry Magee (Auckland City Athletics), Bryan Bates (Auckland University), Murray Reynolds (Caversham H and AC), Alan Tucker (Christchurch Old Boys’ United), Shaun Cantwell (Fiordland AC), John Tylden (Hamilton City Hawks), Neville Smith (Hastings Harrier Club United), Jason Cressingham (Hawera HC), Brian Stewart (Kapiti Running & Tri), Margaret Knox (Leith HC), Wayne Smith (Napier HC), Lee Norris (North Harbour Bays Athletics), Jo Murray (Olympic HC), Heather O’Hagan (Paeroa AAC), Maria Kilden (Papanui Toc H), Kerry Rutherford (Port Hills AC), Graeme McCabe (Putaruru AC & Life Member), Peter Wyatt (Roskill South AAC), Jenny Ryan (South Canterbury AAC), Lilian Tudor (St Pauls Harriers and AAC), Murray Clarkson (Athletics Tauranga), Murray Green (Te Awamutu Athletic Club), Phillip du Toit (Trentham United Harriers & Walkers), Alan Tucker (University of Canterbury AC), Rees Buck (Wellington Scottish AC), Fiona Smith (Winton AC)
Patron and Life Member:  Arthur Eustace
President and Life Member:  Dave Norris
Life Members:  Rod Syme, Don Mackenzie, Alan Stevens, Leon Blanchet
Member Club Observers:  Ian Baird (South Canterbury AAC), Jude Cantwell (Fiordland AC), Penny Dewar (South Canterbury AAC), George Edwards (Port Hills Athletic Club), Paul Hamblyn (North Harbour Bays Athletics), Grant Lord (South Canterbury AAC), Colin Maclachlan (Wellington Scottish AC), Alex Merrilees (Athletics Taieri), Joan Merrilees (Athletics Taieri), Alan Moir (Ariki AC), Steve Smith (Winton AC), Lance Smith (Athletics Southland), Henry Tudor (St Pauls H and AC), Mike Weddell (Athletics Taieri)
Independent Observers:  Peter Maunder, Sylvia Maunder, John McBrearty
Board:  Annette Purvis (Chair), Cameron Taylor (Deputy Chair), Roger Carruthers, Chris Maister, Patrick Meffan, Trevor Spittle, Nicki Sutherland
Staff:  Linda Hamersley (Chief Executive), Brett Addison, Deb Develder, Carl Jackson, Karen Laurie, Cat O’Sullivan, Michael Sharapoff.

1. Roll Call and Welcome:
Dave Norris (President) opened the meeting welcoming all to the 127th AGM and handed over to Annette Purvis (Chair) to chair the meeting. Annette then acknowledged the Life Members in attendance and invited Shaun Cantwell to address the meeting.

Shaun spoke of the support he and his family were given in the time following his daughter Leslie’s death whilst competing in Tahiti for the Oceania Area championships in 2013. It would have been too difficult to attend last year’s AGM; but he wanted to thank Athletics NZ in a public forum for the support provided from the entire athletics community, and likened the support to that of being part of a close family. He paid particular attention to the staff of Athletics NZ, highlighting Scott Goodman’s sensitivity to his family’s needs and wanting it noted that all the staff were so very supportive.
Shaun then spoke of his and his wife Jude’s lengthy involvement in the sport and that Leslie had so proudly represented her club and then New Zealand.

**Voting Eligibility**
Annette noted for the meeting that 99 Member Clubs were eligible to Vote at the AGM, having paid their Club Member fees more than 60 days before this meeting as required in the Constitution and notified to clubs. The necessary quorum was therefore 25, being 25% of eligible clubs.

There were 34 Clubs registered for the AGM, with 29 Clubs present. The quorum was therefore met with an additional two proxies received as follows:

<table>
<thead>
<tr>
<th>Club</th>
<th>Proxy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frankton Athletic &amp; Harrier Club</td>
<td>John Tylden</td>
</tr>
<tr>
<td>Hastings Athletics Club</td>
<td>Neville Smith</td>
</tr>
</tbody>
</table>

It was agreed by the meeting that there were 31 Member Clubs eligible to vote.

**Returning Officer**
Rod Syme was appointed as the AGM Returning Officer.

**Appointment of Scrutineers**
Leon Blanchett and Joan Merilees were appointed as the AGM Scrutineers to assist the Returning Officer.

**Apologies**
Apologies were received from:
- Lake City Athletics Club
- Geoff Annear
- Ian Boyd (Life Member)
- Rodger Brickland
- Ron Cain (Life Member)
- Denise Cheese
- Jim Cunningham (Life Member)
- Barry Hunt (Life Member)
- David Lonsdale
- Murray McKinnon (Life Member)
- Mhyore Oman
- Tony Rogers
- Ashley Taylor (Life Member)

Annette Purvis MOVED that the apologies be accepted.  
CARRIED UNANIMOUSLY

**Valedictions**
The meeting honoured the following by observing a moment’s silence:
- Dave Batten
- Colleena Blair
- Ron Hansen
- Norrie Jefferson
- Brian King
- Charles McLaren
- Joe McManemin
Minutes of the 2013 Annual General Meeting
As no amendments were requested, Annette Purvis (Chair) MOVED and Wayne Smith (Napier) SECONDED that the minutes of the 2013 Annual General Meeting held on 3 August 2013 at the Kingsgate Hotel, Hamilton be confirmed as a true and correct record.

CARRIED UNANIMOUSLY

Matters Arising
There were no matters arising.

Annual Report
Annette Purvis spoke to the Annual Report that had been circulated and was also available on the Athletics NZ website. Annette noted the resignation of Schott Newman earlier in 2014 and thanked him for his seven years as Chief Executive, noting some of the achievements that were made under Scott’s leadership.

In November 2013, Sport NZ undertook an organisational review of the Association, and it was very pleasing to have the review findings note that Athletics NZ was considered a sustainable organisation, with only a small number of recommendations, some of which have already been actioned.

The board continues to have a strategic focus around increased revenue streams; improved capabilities for clubs; improved communication; development opportunities for officials and coaches and having the appropriate staffing structure to support these areas. With Scott Newman leaving the organisation, the high priority for the board was to appoint a new Chief Executive. Annette then introduced Linda Hamersley to the meeting and invited those in attendance to make themselves known to Linda over the weekend. Noting that Linda had been to nine of the ten regional level presentation meetings regarding and had already had the opportunity to meet a large number of club representatives.

On behalf of the board, Annette made special mention of the value that volunteers bring to the sport, acknowledging them as the lifeblood of the sport.

Special thanks were made to our partners that support the sport, being:
- Sport New Zealand
- High Performance Sport New Zealand
- New Zealand Post
- New Balance
- Asics
- Massey University
- ASB Community Trust
- NZ Community Trust
- Pub Charity
- The Lion Foundation
- The Southern Trust
Acknowledgement was made of the high level of support that is provided through Sport New Zealand and High Performance Sport New Zealand and how that support had made it possible to be watching our inspirational athletes at the Glasgow Commonwealth Games.

**Statement of Financial Performance**

Annette then spoke to the financial statements contained in the Annual Report noting that it had been a tough year financially, but positive to have posted a small surplus of $34,000 to add to the accumulated funds, which is always an expectation of the board. There were a number of factors that contributed to there being a smaller than expected surplus; being the relocation to Auckland; increased costs attributed to the Member Management System; the levy review work; lower numbers in the 2013 Rotorua Marathon and the external independent KPMG financial review.

Annette advised that the $2.6m allocated by HPSNZ for the high performance area is allocated entirely for that programme and should not be considered as a discretionary budget item. The board’s intention is that we continue to grow our revenue generation in discretionary areas, rather than to depend solely on partner tagged funding income.

It was MOVED Annette Purvis (Chair) and SECONDED Graeme McNabe (Putaruru) to adopt the Annual Report including the Audited Financial Statements.

Alan Stevens then addressed the meeting and thanked the board and staff for developing the relationship with Sport NZ and HPSNZ. Further he raised the issue of the Tasman debt write off being in the vicinity of $13,000 in 2013 and $10,000 this year. He believed it was difficult to understand the board’s decision around this debt write off as board minutes were no longer provided to clubs. Annette responded that the board have the need to discuss matters of a confidential nature that should not be circulated and undertook to ensure the board update following a board meeting was transparent and reflected the actions of the board.

Alan requested that Patrick Meffan, the board member from the Tasman region address the meeting to provide an indication as to why Tasman found themselves in their current situation. Patrick asked the meeting to note that he is one member of the board and any decisions made are as a whole board and based around the principles of good governance. Tasman find themselves in this situation due to the fatal flaw in the way the levy had been calculated, based on the previous year’s numbers and not the current membership numbers. When Marlborough disaffiliated from Tasman they found themselves in an untenable financial situation and unable to raise the levy fees to match the amount levied by Athletics NZ. Every Centre potentially faced this same situation, and Tasman should not be considered in isolation. Patrick felt it was important to keep clubs involved and not drive them away and that we need to look forward to get the levy model right for the whole of the sport.

The question was asked if Tasman were going to dissolve to which Annette advised there was a motion in the agenda of the upcoming Tasman AGM to do so by 31 March 2015. Wayne Smith (Napier) asked the meeting to support Tasman to ensure their viability, rather than see a Centre dissolve.

Annette advised that she and the Chief Executive would be meeting with the Tasman Centre and Clubs after the Tasman AGM and would be looking to what support Athletics NZ could be providing to the region, and looking for a favourable outcome for the sport. It was agreed that certainly the proposed method of level collection would be a favourable step.

The motion (to adopt the Annual Report including the Audited Financial Statements) was put to the meeting: **CARRIED UNANIMOUSLY**

**Election of Officers**

**Patron**
The Board nominated Arthur Eustace as Patron.

Arthur thanked the meeting for the honour to again be appointed as Patron and Graeme McNabe (Putaruru) acknowledged how fortunate Athletics was to have a person of Arthur’s calibre as Patron.

**President**

Hamilton City Hawks nominated John Tylden as President.

Dave Norris presented John with his President’s pin. John thanked and acknowledged the tremendous work that Dave has contributed as President and was proud to be taking over the honour from Dave.

**Vice President**

St Paul’s Harrier & Athletic Club nominated Henry Tudor as Vice President

Dave Norris presented Henry with his Vice President’s pin.

**Board Appointments Panel – Club Appointee – one position**

Annette explained that no nominations were received by the closing date so the closing date was extended and subsequently one nomination was received. Annette sought the meeting’s approval to accept the nomination out of time.

**AGREED UNANIMOUSLY**

North Harbour Bays Club nominated Dave Norris to the Board Appointments Panel as the Club Appointee.

**Board Members**

Annette Purvis introduced the current board. Annette then outlined the Board Appointments Panel process for the two vacant board member positions.

- The Board Appointments Panel appointed Chris Maister to the vacant appointed board member position. Annette congratulated Chris and advised the meeting that Chris had attended one of the levy roadshow presentations and was already familiar to some people.
- For the vacant elected position, 13 applications had been received with not all applicants wishing to proceed to an election process should they not be the recommended applicant.
- As a result of the selection process, the following sought election:
  - Patrick Meffan – (Recommended by BAP)
  - Sam Malcolmson
  - Mark Kendrick

The appointed Returning Officer and Scrutineers then undertook the vote counting process.

**Awards**

Alan Stevens, Convenor of the Awards Committee introduced the awards.

**Long Service Awards**

The following received awards in recognition of their long service (not less than 20 years) to the sport:

- Paul Dallow  
  Athletics Auckland
- Greg Insley  
  Athletics Auckland
- Jenny Bristow  
  Auckland City Athletics
- Paul Lothian  
  Auckland City Athletics
- Sue Potter  
  Auckland City Athletics
- Thelma Teesdale  
  Auckland City Athletics
- Howard Baker  
  Waitakere Athletic Club
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 are only awarded to those that are highly regarded in the athletics community. Alan noted the Awards Committee was delighted with the calibre of nominees for this year and asked the sport to recognise these deserving people back in the Clubs and Centres.

- Peter Wyatt spoke to and presented the first award to Roger Brickland.
- Colin McLachlan spoke to and presented the second award to Peter Mourner.

* Secretarial Note: John Hines had previously been issued with a Long Service Award.
Trevor Spittle spoke to and presented the third award to Annette Purvis.

Murray Green left the meeting at 9.56am
Patrick Meffan left the meeting at 9.58am

**Life Membership**
There were no life memberships recommended by the Awards Committee this year for consideration.

**Election Result**
On the advice of the outcome of the board member election voting by the Returning Officer it was noted that Patrick Meffan be elected as Board Member.

DEclared

Eric Verstappen left the meeting at 10.11am

**Motions:**

The following remit was considered by the meeting.

*Clause 23.5 Proxy Voting*

Current wording
23.5 Proxy Voting: Where a Member Club or an Associate Member chooses to appoint a Proxy to attend a General Meeting on its behalf, the following general principles shall apply together with any specific requirements set out in Regulations:

a. the Proxy shall be appointed by notice in writing on the Athletics NZ prescribed proxy form which shall be signed by the Member Club’s or Associate Member’s President, Chairperson or Secretary;
b. the proxy form shall reach the chairperson of the meeting not less than one (1) hour before the time scheduled for the commencement of the General Meeting

Proposed wording
23.5 Proxy Voting: Where a Member Club or an Associate Member chooses to appoint a Proxy to attend a General Meeting on its behalf, the following general principles shall apply together with any specific requirements set out in Regulations:

a. the Proxy shall be appointed by notice in writing on the Athletics NZ prescribed proxy form which shall be signed by the Member Club’s or Associate Member’s President, Chairperson or Secretary;
b. the proxy form shall reach the Returning Officer not less than forty-eight (48) hours before the time scheduled for the commencement of the General Meeting

It was MOVED Annette Purvis (Chair), and SECONDED Peter Wyatt (Roskill South) that the proposed amendment be made to Clause 23.5.

Brian Stewart (Kapiti) Spoke against the motion noting that not all clubs are able to be organised 48 hours in advance of the meeting. There didn’t seem to be an administrative burden with accepting proxies just prior to a meeting.

There were no other comments or discussion.

The Motion was put to the meeting: for: 24; against: 2; **MOTION CARRIED**

**Acknowledgements**
Annette Purvis asked the meeting to recognise retiring board member Malcolm Phillipps. Malcolm came from outside the sport as a recreational fun runner. He provided the board with strategic insight along with
his strong background in marketing and communications. Malcolm is retiring from the board due to his increased work commitments.

Date and Venue for 2014 AGM
The 2014/2015 AGM will be held on 1 August 2015 and will again be held in Christchurch.

Close Meeting
President, John Tylden invited outgoing President, Dave Norris to say a few words.

Dave noted the change in the role in the last 12 months from that of being ceremonial, to now having an ex-officio seat on the board, and thanked the board for accepting his input during the meetings. The IAAF considers the President’s role as important within the sport. Due to the feedback received, a position description for the President’s role had been drafted, and would be discussed at the Club Connect Conference.

Dave’s final comment was to ask clubs to ensure they engage with the younger generation club members and to seek their input when discussing topical issues and changes and the need to keep invigorating our sport.

John presented Dave with his Past President Pin and thanked him again for the work he has undertaken during his term as President.

John then thanked Annette for chairing the meeting, and the board for their work. John thanked the Athletics NZ staff, noting the big part the administration played in the success of the athletes at the Commonwealth Games.

John looked forward to attending the National Cross Country Championships that afternoon, and to seeing everyone throughout the year and back at the 2015 AGM.

John Tylden then formally closed the meeting at 10.25am