



Minutes of the Annual General Meeting

Saturday 6th October 2012

Minutes of the 2012 Annual General Meeting of the New Zealand Canoe Polo Association held at the Naenae Olympic Pool meeting rooms, Hutt City, at 2:00pm on Saturday 6th October.

Emma Matheson (Chairperson) welcomed everyone to the meeting.

1. Attendance

Delegates:

Carl Duncan	Wairarapa Paddlers	WP
Penny Dustin	Wellington Canoe Polo Association	WCPA
Jason Dalziell	Central Canoe Polo Association	CCPA
Kate Bolton	Kiwi Canoe Polo Club	KCPC
Mitch Graham	Burnside Canoe Polo Club	BCPC
Andy Candy	Auckland Canoe Polo	ACP
Jane Bertelsen	Otaki Canoe Club	OCC
Peter Bolton	Horowhenua Canoe Polo Club	HCPC
Mike Wheeler	Deep South Canoe Polo Club	DSCPC
Dean Mischewski	Mainland Canoe Polo Association	MCPA
Paul Rountree	Northern Canoe Polo Association	NCPA
Michelle Warren	Hawkes Bay Canoe Polo Club	HBCPC

Officers:

Emma Matheson (Chairperson), Alison Neilson (Board Member), Maree Burnett (Executive Director).

Observers:

Sean Thomson (Refereeing Director), Richard Morrison, Phil Lomax, Peter Housiaux, Martyn Pearson, Peter Anderson.

2. Apologies

Megan Bolton (Funding Director), Kirsten Demanser-Wilson (HBCPC).

3. Minutes of the last meeting

Moved that the minutes of the last meeting, taken as read, be accepted as a true and correct record.

WCPA / ACP CARRIED

4. Annual Report for the 12 months ended 31 December 2011

The Chair noted that the Annual Report had been circulated in advance electronically and hard copies were available for meeting participants.

A written report from Central Region was provided in the meeting papers. The Chair invited regional representatives to provide a brief verbal report to the meeting.

Moved that the Annual Report for the year ended 31 December 2011 be accepted.

WCPA / HCPC CARRIED

5. Financial Statements for the 12 months ended 31 December 2011

The financial statements had been circulated in advance. The Chair highlighted the auditor's review letter which had not been previously circulated but was included with the meeting papers provided for delegates.

The Chair expressed appreciation to Troy Lipsham for his work preparing the financial statements on an honorary basis and to Megan Bolton for her success securing grants for the Association.

Alison Neilson highlighted key points in the financial statements and answered questions from the floor.

Moved that the Financial Statements for the year ended 31 December 2011 be approved.

OCC / KCPC

CARRIED

6. Proposed Budget of Expenditure for the Association for the year ended 31 December 2013

Maree Burnett highlighted the main points and responded to questions.

Lengthy discussion was held on the hours budgeted for the Association's administration function. It was noted that work carried out in this role to date has included a large voluntary component.

Moved that the Budget of Expenditure for 2013 be approved.

WCPA / HCPC

CARRIED

7. Membership levy for 2013

The Chair spoke to the meeting about the membership levies, making the following points:

- The approved budget for 2013 is based on affiliation fees remaining at the same level as 2012.
- Affiliation numbers and associated revenue have declined due mainly to the Christchurch earthquake.
- Affiliation fees were last raised at the 2004 AGM.
- The Association has absorbed the cost of registering for GST.
- Our operating costs are slowly rising and we continue to increase activities.
- Our current financial position and levies remaining unchanged since 2004 is due to careful financial management and reliance on gaming charity funding.

Moved that the 2013 membership levy remain set at \$10 for primary and intermediate school members, \$15 for high school members, \$25 for other playing members, and \$0 for non playing administrators.

HCPC / WCPA

CARRIED

8. Association Awards

The Chair appointed two scrutineers.

Maree Burnett read out the following nominations received for Association Awards:

Sean Thomson – New Zealand Canoe Polo Medal

Lynne Russell – New Zealand Canoe Polo Medal

Michael Beauchamp – Most Valued Referee

Delegates were invited to speak to their nominations by the Chair.

The delegates voted by secret ballot.

9. General Business Items

a. 2018 World Championships Bid

The Chair and Executive Director made the following points to the meeting:

- The Board have been considering the feasibility of bidding for the 2018 World Champs.
- The International Canoe Federation has expressed their interest in receiving a bid from NZL.
- Discussions with Sport NZ indicate that they may financially support a comprehensive feasibility study. Estimates suggest this study would be worth approximately \$10k with Sport NZ potentially subsidising 60 - 70% of the cost.
- Sport NZ advised that attracting sufficient participants would be key to generating the funding required to run an event on this scale.

- Maree Burnett attended the 2012 World Champs in Poland to collect information around the event organisation structure, world champs budget, and to gain an indication of which nations would travel to NZL to support the event in 2018. Based on the information collected the Board feel that NZL hosting this event in 2018 is “borderline” but see there could be potential benefit in undertaking a feasibility study in any case to identify what needs to be put in place to make a bid sometime in the future.
- The Board believes that as an organisation we need to be very clear on the benefits and risks of hosting a world championships and are interested to get feedback from the meeting.
- For the Board to commit to any feasibility study of this scale/cost, approval of the expenditure is required at AGM level.

Lengthy discussion ensued on the potential benefits and risks associated with hosting a world championships.

Moved that Sport NZ’s offer to partially fund a feasibility study for a 2018 World Championships bid is respectfully declined.

HCPC / KCPC

CARRIED

b. Inter-regional Championships

The Chair spoke to the meeting about this event, as follows:

- Our Competitions Committee has expressed concern about the on-going viability of the Inter-regional Championships and our regional associations are raising similar concerns.
- The AGM isn’t the appropriate forum to discuss this issue at length but the future of this event will be a key discussion topic at the up-coming strategy meeting at the end of October in Christchurch. This meeting will be attended by the Board and Executive, and any interested members will also be welcomed.
- We will be asking our regional associations and clubs to provide feedback on a range of topics in advance of this meeting. Delegates are encouraged to take the opportunity to participate in this process.

c. Requirements for NZ representatives to participate at the Inter-regional Championships

The Chair indicated that currently the Board requires NZ representatives to make themselves available for National League and Inter-regional Championships. In practice this isn’t being supported by the regions and some players for a variety of reasons.

Following discussion by the meeting it was agreed that this issue was linked to general business item (b) and should also be addressed at the discussion forum in Christchurch.

d. Removal of NZ fern stickers by NZ representatives

The Executive Director stated that current rules require NZ stickers to be removed from boats of NZ representatives prior to domestic competition. This isn’t currently being enforced and the meeting was asked for views on whether this rule should be retained and enforced, or changed.

Moved that NZ representatives may display NZ stickers on their boat if they are a current member of the most recently named NZ Team until the next selection provided they are committed to trialling for selection.

WP / WCPA

CARRIED

e. Mechanisms to manage members owing clubs money

The Chair stated that our Constitution and Disputes Policy provide provision for disputes hearings that could be used to address the issue of members owing money to clubs. In the first instance these mechanisms would be applied at a regional association level.

Following discussion it was agreed that this issue and the relevant policy documents should be reviewed further by the Board.

f. Communication

The Chair acknowledged that we have been unable to meet the constitutional timeframes around circulation of AGM documents and went on to state that this is primarily due to our reliance on volunteers to compile these items. We realise that our clubs and regional associations have similar issues in administering their AGMs. We are fortunate to have a practicing qualified accountant that prepares our annual financial statements on an honorary basis. To get this work undertaken professionally, thereby ensuring timeframes were met, would cost in excess of \$4k of members funds annually in addition to the audit fee we currently pay. On balance the Board believes that it is in our members' interests to continue operating on the current basis but acknowledge that we cannot provide guarantees around timeframes.

10. Election of Board Directors

The Chair indicated that due to the resignation of Troy Lipsham from the Board in the middle of his term, three positions were up for election.

The following nominations had been received:

Alison Neilson

Michelle Warren

Kirsten Demanser-Wilson

Peter Bolton

The election was taken by secret ballot.

The Chair congratulated Peter, Alison, and Kirsten on their election.

Michelle was thanked for the contribution she has made on the Board during the last two years.

11. Election of President

The Chair announced that as the only nomination Michael Beauchamp would continue as President and thanked him for his contribution in this role to date.

The Chair thanked the meeting participants and officially closed the meeting at 3:45pm.