



Annual General Meeting
Minutes: 3rd June 2017, 1pm
Venue Meeting Rooms, Naenae Pool, Lower Hutt

Meeting Chaired: Andi Fear Ross (NZCPA Board Chairperson)

1. Attendance

Michael Ross	Wairarapa Paddlers	WP
Megan Bolton	Wellington Canoe Polo Association	WCPA
Kelly Hepburn	Hawkes Bay Canoe Polo	HBCP
Peter Bolton	Horowhenua Canoe Polo Club	HCPC
Greg Dobson	Otaki Canoe Club	OCC
Andrew McFadzen	Burnside Canoe Polo Club	BCPC
Greg Oke	Kiwi Canoe Polo Club	KCPC
Shannen Howard	Auckland Canoe Polo	ACC
Katie Fleet	Otago Canoe and Kayak Club	OCKC
Miles Edilson	Havelock North Canoe Polo Club	HNCPC
Aaron Fear Ross	Mainland Canoe Polo Association	MCPA
Cameron Gurney	Central Canoe Polo Association	CCPA
Stacey Verner	Northern Canoe Polo Association	NCPA
Trevor and Meryn Hinton	Eastern Canoe Polo Association	ECPA
Connor Gibson	Hamilton Canoe Polo Club	HCPC
Sarah Jagoutz	Deep South Canoe Polo Association	DSCPA
Arun Jagoutz	Southland canoe Club	SCC

Officers:

Andi Fear Ross (Chairperson), Michael Beauchamp (President), James Mitchell (Executive Director) Greg Oke (Board member) Alison Neilson (Board Member- audio conference link)

Observers:

Karen Walker, Madie McGregor, Andy Candy, Lynne Russell, Jo Sheppard, Jane Bertelsen, Rachel MacKay

2. Apologies:

- Penny Dustin (WCPA)
- Kyzen MacDonald (PNCC)
- Maree Burnett (Board)
- Cameron Butler (Board)

3. Minutes of the last meeting:

Corrections noted by HCPC made to 2016 minutes: Kate Bolton wasn't in attendance and did not carry out the vote scrutineering (Sarah Jagoutz was the second observer). MVA nomination was Peter Anderson not Peter Bolton. Greg Oke was in attendance.

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

ECP/ WCPA CARRIED

4. Annual Report for 12 months ending 31st December 2016

Noted that the draft Annual report was sent to clubs within constitutional rules. Black and white hard copies were available at the meeting. Full colour copies to be sent out to clubs.

The Chair thanked Brenda Clayton for her hard work in preparing report and asked whether any regions wished to speak to their reports.

HBCPC noted that they were incorrectly listed as Canoe Club rather than the Canoe Polo Club.

Moved that the Annual Report for the year ended 31 December 2016 be accepted, with the correction noted by HBCPC.

MCPA/HCPC CARRIED

5. Financial Statements for 12 months ending 31st December 2016

The Chair noted that the financial statements had been circulated prior to the AGM without the review report and were also available in hard copy for review at the AGM. The review report was sent out to the membership prior to meeting. The President spoke to the financial reports provided. Points noted was the writing off of some fixed assets that have fully been depreciated; squad accounts have been tidied up with a large decrease in squad funds held. Noted was the creation of the 2 term deposits (\$120 000 total) which represent the association's reserves policy.

President moved that the Financial Statements for the year ended 31 December 2016 be approved.

CARRIED

6. Proposed Budget of Expenditure for the year ending 31st December 2018

Proposed Budget of Expenditure for the year ending 31 December 2018 discussed. The Chair noted that the budget had been pre-circulated prior to the AGM. Hard copies were available at the AGM.

The Executive Director spoke to the budget, highlighting that the budget was consistent with the previous years' budget except for proposed spending to pay for World's coaches airfares and the continuation of the Infrastructure development fund at a lower level of \$10 000 for 2018. This extra expenditure is to be balanced by a corresponding increase funds from gaming charity sources. This reflects the recent history of success the Funding Director has achieved in this area,

Members noted that in the event of a drop off in Gaming charity funds, the association is to use retained funds to carry out the budgeted activity.

Moved that the proposed budget for the year ending 31 December 2018 be approved.

ECPAW/KCPC CARRIED

7. Membership levy for 2017

The Chair advised that the Board's recommendation was that the membership levies remain unchanged from the current levies.

Moved that the 2017 membership levies 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/ECPA CARRIED

8. Ratification to amendment of Awards Policy

The Chair noted that the proposed amendments to the Awards policy were circulated prior to the AGM. The Chair spoke to the policy changes noting that they needed to be current and relevant. The Awards voted on at the current AGM will be awarded at the 2017 Inter-Regional Championships and these were for activity in 2016.

The following corrections were suggested:

6.4 (a) The award of the Association Medal(s) shall be awarded if it gains two thirds or more votes.

7.7 the word "TOUR" changed to "CAMPAIGN"

Moved that the amendments to the Awards Policy approved by the Board, including the two discussed changes to the circulated policy, be ratified by the AGM

ECPA/HCPC CARRIED

9. Ratification of Guidelines: Selection Guidelines, Squad Guidelines, Administration of Squad accounts.

The Chair spoke to these. No discussion was held.

Moved that amendments make to the Selection Guidelines be approved

HBCPC/DSCPA

Moved that amendments make to the Squad Guidelines be approved

HBCPC/ECPA

Moved that amendments make to the Administration of Squad accounts be approved

ECPA/MCPA

10. Nominations for 2016 Awards for Most Valued Coach, Referee, Administrator and NZ Canoe Polo Award

The following nominations were received:

Nominations for Most Valued Coach:

- Peter Housiaux (OCC)
- Michael Ross (WCPA)
- Kelly Hepburn (HNCPC/ ECPA)
- Andrew McFadzean (BCPC/MCPA)

Nominations for Most Valued Referee:

- Andi Fear Ross (BCPC/MCPA)

Nominations for Most Valued Administrator:

- Jane Bertelsen (OCC)
- Megan Bolton (WCPA)
- Colleen Sheldon (Kiwi)
- Mike Carter (BCPC)
- Kelly Hepburn (ECPA)
- Stacey Verner (ACP)

Nomination for NZ Canoe Polo Medal: Andi Fear Ross was nominated by MCPA/BCPC

Delegates were invited to speak to their nominations by the Chair, ED read out submitted reports.

The Chair confirmed that the awards were confirmed by a simple majority, except the NZ canoe polo medal which is only awarded where there is a two-thirds majority.

The Chair appointed Andrew Candy and Karen Walker as scrutineers. The delegates voted by secret ballot.

11. Election of Board Members

The Chair noted that two positions were available for election. Cameron Butler and Andi Fear-Ross were the Board members whose terms on the Board were up and the Chair thanked them for their service. The Chair also noted that with the retirement of past Chair Emma Manohar, her position on the board had yet to be filled.

Discussion was held around the required notification period for nominations of Board members. Peter Bolton felt that it was along the same lines as notified reports, motions and remits. Michael Beauchamp indicated that nominations were able to be received from the floor. Further investigation required.

Three nominations were received:

- Andi Fear Ross
- Cameron Gurney
- Cameron Butler

The delegates voted by secret ballot.

The chair congratulated Andi Fear Ross and Cameron Butler on their re-appointment as board members.

12. Election of President

The Chair thanked Michael Beauchamp for his service as President and as there were no other nominations received, congratulated him on his re-election as President with a large vote of thanks.

HCPC/WCPA CARRIED

13. Notified General Business Items

Central Region: Pie chart showing the sources when successful funding applications have been made for the last 7 years by the NZCPA funding director.

An open meeting was held at the conclusion of the AGM.

AGM CLOSED 2.30pm.