

# MINUTES (in Review)

## ARCHERY NZ ANNUAL GENERAL MEETING



<b>Name:</b>	Archery New Zealand
<b>Date:</b>	Monday, 29 August 2022
<b>Time:</b>	7:00 pm to 8:27 pm (NZST)
<b>Location:</b>	Zoom, online
<b>Attendees:</b>	Andrew Russell, David Velleman, Hana Saemon-Beck, Leonie Hunter-Smith, Lisa Holt, Sai Bedekar, Vincent McCartney, Monique Aitchison

### 1. AGM Aug 2022

#### 1.1 Welcome

**Board Minutes - Grant Funding Application 27 Aug 2022**, the minutes were confirmed as presented.

**Annual General Meeting 29 Nov 2021**, the minutes were confirmed as presented.

Andrew Russell opened the meeting at 7:03pm and delivered a welcome.

Attendance:

Board: Sai Bedekar (Independent Board Member) Lisa Holt (Independent Board Member), Leonie Hunter-Smith, Vincent McCartney, Andrew Russell, Hana Saemon-Beck, David Velleman.

Life Members: Dave Henshaw, Carole Hicks, Les Jones, Anne Mitchell.

Members: Logan Andrew, Syan Armstrong, Kelly Atkinson, Peter Baker, Alex Collett, Sarah Collett, Brian Cubitt, John Deck, Jenni Donald, Rassie Erasmus, Caro Geelen, Pam Gordon, Ann Graham, Iain Hamilton, Charlene Harbrow, Grant Hewson, Kerry Hoole, Clive Hudson, Judy Hunt, Agata Kalzuna, Adam Kalzuna, Warren Kertell, Craig MacRae, Cushla Matheson, Finn Matheson, Lexie Matheson, Elizabeth McKee, Peter McLean, Gary Parsons, Murray Prowse, George Rossolatos, Amy Rowe, Christine Russell, Barbara Scott, Tahir Singh, Michael Thomson, Ben Trim, Daryl Trim, Toni Trim, Patsy Vercoe, Tony Vercoe, Lisa Walker, Katherine Watson.

Guest: Monique Aitchison

It was noted by Andrew Russell that the Revised Constitution had been passed by membership in an electronic ballot and is a significant milestone as an organisation and is key in rebuilding membership and strengthening the partnership with clubs.

While the new Constitution has been passed, this comes into effect on 1 October 2022, so we are operating under the previous Constitution for this meeting. The quorum of 40 is confirmed as reached, no electronic ballot is necessary for ratification.

## 2. Apologies

### 2.1 Apologies

Apologies were received from:

- Robbie Anderson
- Bernie Fraser
- Hannah Hawley
- Ivan Powley
- Peter Russell



#### Apologies to be accepted

Andrew Russell moved that the apologies of the 2022 AGM be accepted.  
Seconded by Carole Hicks. Carried.

**Decision Date:** 29 Aug 2022  
**Mover:** Andrew Russell  
**Outcome:** Approved

## 3. In Memorium

### 3.1 In Memorium

The following members sadly passed away since the last AGM:

- Danu Achmadi
- Ron Myers
- Tim Russ
- Vaughn Anderson

A minute's silence was held to remember them.

## 4. Acceptance of Minutes of 2021-11AGM

### 4.1 Acceptance of Minutes of 2021 - 11 AGM



#### Acceptance of minutes of 2021 AGM

Andrew Russell moved that the minutes of the November 2021 AGM be accepted as a true and accurate record. Seconded by Lexie Matheson.  
Carried.

**Decision Date:** 29 Aug 2022  
**Mover:** Andrew Russell  
**Outcome:** Approved

### 4.2 Matters Arising

There were no matters arising

## 5. Annual report

### 5.1 Annual Report

Andrew Russell shared a summary of some key highlights from the Annual Report:

- It was noted by Andrew Russell that the most recent Indoor Nationals was successful and gave thanks to all who provided assistance throughout the event.
- Introduction of para-archery divisions, and Member Protection Policy updates to allow gender self-identification for all domestic competitions
- The new Novice and Development classes were trialled for the first time
- New additions to the Archery NZ Board include Sai Bedeker, Lisa Holt and Vincent McCartney.
- School Archery is flourishing. Special thanks was given to Jeanette Franklin and team for the Auckland College Sport series and Caro Geelen for managing the Youth postal competition.
- Our World Games Team represented NZ in Birmingham, Alabama
- Logan Andrew became an International Judge Candidate
- A grant application for new supplementary Chronotir timing lights was successful.
- Logan Andrew was successful in becoming an International Judge Candidate.

Our volunteers across ANZ, including administrators, governors, committee members, officials and those in delivery roles were thanked for their volunteering support.



#### Annual Report to be accepted as read

Andrew Russell moved that the Annual Report be accepted as read. Seconded by Vincent McCartney. Carried.

<b>Decision Date:</b>	29 Aug 2022
<b>Mover:</b>	Andrew Russell
<b>Seconded:</b>	Vincent McCartney
<b>Outcome:</b>	Approved

Lexie Matheson asked what support the Board of Archery NZ had provided our recent World Games team, with the team visiting a dangerous part of the world, and returning with COVID.

Andrew Russell noted that the Board is a governance function, and that direct support and pastoral care for our international teams is provided by the ANZ-appointed team management, with support and framework by the High Performance committee. Concerns regarding no direct wellbeing checks following the event had been received by the HP committee, and this feedback will be passed onto the Board, along with the event report, once finalised.

## 6. Strategic Plan

### 6.1 Strategic Plan

Lisa Holt provided an overview of the Strategic Plan.



#### Strategic Plan be adopted

Andrew Russell moved that the Strategic Plan be adopted. Seconded by Vincent McCartney. Carried.

<b>Decision Date:</b>	29 Aug 2022
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**Mover:** Andrew Russell  
**Seconded:** Vincent McCartney  
**Outcome:** Approved

## 7. Financials

### 7.1 Annual Accounts

An unaudited set of financial accounts (June 2020 - June 2021) and (July 2021 - March 2022) were provided to the membership for review, while the audit is underway. It was noted that the accounts are unaudited as our auditor resigned their commission at the eleventh hour.

Leonie Hunter-Smith indicated that a review may be beneficial instead of an audit, due to the significant costs of the auditing process compared to our membership fees, however our Constitution currently requires this, so these will be undertaken.

A surplus was evident during this accounting period. This has been contributed to by the impact of Covid-19, and primarily through not contracting staff for this period.

Special thanks was given to the Finance and Risk Committee for their great contribution and assistance.



#### **Financial Accounts to be accepted**

Leonie Hunter-Smith moved that the Financial Accounts be accepted, subject to any amendments by the auditing process, as a true and accurate record.  
Seconded by Clive Hudson. Carried.

**Decision Date:** 29 Aug 2022  
**Mover:** Leonie Hunter-Smith  
**Outcome:** Approved

### 7.2 Draft Budget for 2022/23

It was noted by Leonie Hunter-Smith that there was a small profit forecast during the next financial year (1 April 2022 - 31 March 2023), and the following.

A late \$20k grant income from Sport New Zealand was taken in as deferred income for the current financial year.

The budget assumes an Administrator will be hired, though the Board is still considering expanding to an 'Operations Manager' role. This will be dependent on funding, as additional funding will be required to provide an Operations Manager (or GM) role.

Some budget is assigned for various initiatives, including implementing a para-archery classification system, running an athlete training camp, and boosting the number of grass-roots coach training sessions held.



#### **Draft Budget to be accepted**

Leonie Hunter-Smith moved that the Draft Budget be adopted. Seconded by Lexie Matheson. Carried.

**Decision Date:** 29 Aug 2022  
**Mover:** Leonie Hunter-Smith  
**Outcome:** Approved

### 7.3 Setting of Fees and Levies for 2022/23

It was raised that the Setting of Fees and Levies would be by the Board in the new Constitution, however that Constitution would not come into effect until 1 October, so it was instead put forward that this AGM would consider the fees.

Andrew Russell presented the fees that were consulted upon with members and clubs in the August consultation Zoom calls. No changes to levies were proposed.

Several members indicated their view that the Independent Shooting Member fee (\$115) was too low.

The Board intends to review and announce the affiliation fees for the new period this issue prior to 1 October 2022.



#### Setting of Fees and Levies be accepted

It was moved by Carole Hicks that the Setting of Fees and Levies for the 2022/23 membership year be reviewed by the Board and set prior to the 1 October 2022, from the period of 1 October 2022 - 31 September 2023. Seconded by Murray Prowse. Carried.

**Decision Date:** 29 Aug 2022

**Outcome:** Approved

## 8. Board Elections

### 8.1 Nominations

Andrew Russell indicated that Leonie Hunter-Smith and Lisa Holt have 2 years remaining on their terms. Hana Saemon-Beck and Sai Bedekar have 1 year remaining on their terms. Vincent McCartney filled a vacant position on the Board and the remainder of this position is up for election. It is noted that Sport NZ, a significant funder, requires NSO Boards to have at least 40% women on the board, and Archery NZ has been fortunate to have successfully achieved for many years.

There are two 3-year terms and one 1-year term available for election.

Nominations were received for the elected positions, as follows:

1. Vincent McCartney, seconded by Kelly Atkinson.
2. Murray Prowse, seconded by Jenni Donald.
3. Katherine Watson, seconded by Annette Gibson.
4. David Velleman, seconded by Andrew Russell.

The 2 nominees that receive the highest number of votes will both fill the 3-year terms and the nominee with the 3rd-highest number of votes will fill the 1-year term.

An electronic Zoom poll was held. The results of the election were as follows:

1. Katherine Watson – 88%
2. Vincent McCartney – 83%
3. Murray Prowse – 59%
4. David Velleman – 33%

As Vincent McCartney and Katherine Watson received the highest amount of votes, they are both elected to fill the 3-year term and Murray Prowse is elected to fill the 1-year term.

Andrew congratulated the successful nominees, and thanked David for his nomination.

## 9. Awards

### 9.1 Service Awards

Life Membership was not considered this year, as all positions are currently filled.

Service Awards were presented by the Chairperson to the following nominees as a result of their meritorious service. Service Awards are limited to 3 per year:

1. Clive Hudson - Services as a Judge and Administrator within the sport.
2. Logan Andrew - Services as a Chief Judge in NZ Archery and Internationally.
3. Kerry Hoole - Organisation of Interclub Challenge over the last 7 years

The recipients were congratulated by the members.

## 10. General Business

### 10.1 Update on Constitution Ballot and New Organisational Structure

The Archery NZ new Constitution was successful in its electronic ballot and will come into affect on the 1st October 2022. Andrew Russell thanked all members and clubs who had been involved in the consultation process.

Over the next few weeks, ANZ will be in contact with clubs about implementation, and confirm the procedures for clubs to become Affiliated Clubs.

## 11. Close of meeting

### 11.1 Close the meeting

**Next meeting:** No date for the next meeting has been set.

**Signature:**\_\_\_\_\_

**Date:**\_\_\_\_\_