

ARCHERY NEW ZEALAND INC

Annual General Meeting

Date: Tuesday 20th April 2021

Venue: St Paul's Union Parish of Cambridge Hall
43 Queen St, Cambridge



Attendees:

Adam Kaluzny, Agata Kaluzna, Alyssa Mowbray, Andrew Russell, Annette Gibson, Ben Trim, Bernie Fraser (Life member), Bradley Foster, Bruce Shuker, Chris Gorman, Chris Jones, Christine Russell, Cushla Matheson, Dale Lightfoot, Darryl Mills, Daryl Trim, Dave Henshaw (Life member), David Velleman, Dennis Mroczkowski, Eleanor Wooff, Elizabeth Andrew, Elizabeth McKee, Elizabeth Randle, Finn Matheson, George Rossolatos, Hanlie Bam, Iain Hamilton, Jenni Donald, Judy Hunt, Kathy Barclay, Kelly Atkinson, Kerry Hoole, Lachlan Mills, Lexie Matheson, Lindsay Hayward, Lisa Walker, Logan Andrew, Manoel Matos, Marcus Barclay, Meike Voigt, Michael Thomson, Mike Smerdon, Murray Prowse, Mykel Turner, Olivia Hodgson, Olivia Sloan, Oscar Hill, Patsy Vercoe, Peter McLean, Peter Russell (Life member), Petra Baker, Regan Walters, Riku van Tonder, Ryan Jones, Rynard van Tonder, Suzs Sundheim, Syan Armstrong, Todd Mcleod, Toni Trim, Tony Eastwood, Tony Kemp (Life member), Tony Vercoe, Vanessa Jim

DRAFT MINUTES

1. Welcome

Lexie Matheson opened the meeting at 6:00pm, and Cushla Matheson provided a karakia.

2. Apologies

Apologies were received from:

- Anne Mitchell
- Colin Mitchell
- Tracy Cox
- Matt Phillips
- Robbie Anderson
- Warren Kertell

Lexie Matheson moved from the chair that the apologies be accepted. Carried.

3. In Memorium

The following members sadly passed away since the last AGM:

- Shane Switzer
- Trevor Kennerson



- Christine Beaumont
- David Manning
- Caroline Lindsay

A minute's silence was held to remember them.

4. Minutes of 2020 AGM and SGM

4.1. Matters Arising

It was noted that the motions from the 2020 SGM had not been adopted into the Constitution immediately following the SGM. The Constitution has now been amended and is being lodged with the Incorporated Societies for approval.

Lexie Matheson moved from the chair that the Minutes of the 2020 AGM and SGM be accepted as read. Seconded by Peter Russell. Carried.

5. Annual Report

Lexie Matheson moved that the Annual Report be accepted as read. Seconded by Marcus Barclay. Carried.

6. Strategic Plan

Lexie Matheson moved that the Strategic Plan be adopted, with the Board to circulate a revised Strategic Plan to membership following further consultation with members. Seconded by Peter Russell. Carried.

7. Financial Report

7.1. Annual Accounts

An unaudited set of financial accounts (July 2019 – June 2020) were provided to the membership for review, while the audit is underway.

Andrew Russell indicated that there was a significant loss in both this accounting period (\$75k), as well as the previous period (\$44k), leading to a concerning reduction from \$202k at the start of the 2019 accounting period to \$84k at the end of the 2020 period.

A new Finance and Risk Committee has been formed, consisting of Lexie Matheson, Grant Hewson, Anne Mitchell and Andrew Russell, tasked with monthly reviews of financial tracking against budget.

The Finance and Risk Committee indicated that the cost of the contract roles (at times having both a GM and Administration Manager) and some significant losses for the 2019 Trans-Tasman event and the 2020 National Outdoor Championship events contributed to the results. Since then, the Premier Events Manager role has been established to contribute to technical mentorship and financial oversight of these events.

Peter Russell queried the depreciation schedule, indicating some depreciation values appeared very high. Andrew Russell confirmed that this has also been identified and will be reviewed with the Finance & Risk Committee.

Murray Prowse queried whether the part-time GM and Administration Roles could be combined. Lexie Matheson confirmed this suggestion would be discussed with the incoming Board, however there are two different skill sets required for the roles.

Lexie Matheson moved that subject to any changes through the audit process, the Annual Accounts be accepted as read. Seconded by Cushla Matheson. Carried.

7.2. Draft Budget for 2021/22

A copy of the draft budget for July 2021 to June 2022 was circulated.

Lexie Matheson provided a summary, including noting that:

- The last year has been characterised by less turnover associated with fewer international tournaments
- Fewer expenses have been incurred; however lower income also received with fewer members joining against a backdrop of COVID-19
- The following year is anticipated to see a similar level of membership to 2021-2022 (about 30% down on 2019), but there is an opportunity to grow this as confidence in travelling to tournaments should return as the vaccine rollout progresses
- Board expenses continue to be negligible, with all meetings proposed to be held virtually
- The proposed budget is based on two contract roles (GM and Administration Assistant), but without successful grants funding (which has been applied for), only one of these roles is likely to be affordable

Lexie Matheson moved that the Budget for 2021-2022 be accepted as read. Seconded by Cushla Matheson. Carried.

8. Affiliation Fees and Levies for 2021/2022

8.1. Affiliation Fees

The Board proposed no change for affiliation fees for 2021/2022:

- Full Shooting Senior/Masters: \$145
- Full Shooting Youth: \$70
- Postal Event Member Senior: \$40
- Postal Event Member Youth: \$30
- Social Member: \$15
- Non-Shooting Member: \$10

A proposal was provided to reintroduce a part-year membership for 1 April – 30 September for 50% of each of the above membership fees, to encourage

membership uptake in the second half of a membership year for first-time joining membership only.

Peter Russell moved that the same affiliation fees be adopted for 2021/2022, with 1 April – 30 September membership for 50% of the full-year fees for first time ANZ members or returning members after a 3-year break. Seconded by Kerry Hoole. Carried.

8.2. Levies

The Premier Events and Technical Support teams have reviewed the current event levies, and determined that the levies do not cover their intended purposes, both for:

- Equipment Levies – covering container transportation and equipment maintenance
- Judges' Levies – to cover the accommodation & transport costs for officials for National events.

Lexie Matheson moved that the following changes are made to levies:

Event	Officials' and Administration Levy	Equipment Levy
Outdoor Target & Match Play (incl. Field/Clout when run together)	\$20 \$30	\$20
Indoor Target	\$10 \$15	\$20
Field	\$10	\$0
Clout	\$10	\$0
Youth Trans-Tasman Challenge	\$0 \$20	\$0 \$20

Seconded by Andrew Russell. Carried.

The current \$5 judges' levy for domestic ANZ-registered tournaments is proposed to change to a \$10 Officials & Administration Levy. This levy has remained unchanged for many years despite inflation and is insufficient to cover the costs of judge outfitting (uniforms and equipment), and training.

Murray Prowse suggested the National Outdoors equipment levy be increased from \$20-\$25 in future to better outfit containers with shelving and storage functions. Finance and Risk Committee to review.

Elizabeth Andrew requested that replacing Chronotir lights be considered in ANZ's financial planning. Finance and Risk Committee to review.

Petra Baker noted that an extra \$5 on the levy would increase club tournament fees and the cost would be passed onto the archers and requested an alternative source of funding be found. Kerry Hoole raised that it is only tournament-going athletes that make use of judges and administration team services, hence it was fairest for the cost to be met as a levy for tournaments. Andrew Russell indicated that even

with an increased levy, it would still not cover all of the expenses for the judges, DOS and administration teams, so the membership fees were already covering this to some extent. The Finance and Risk Committee considered the proposal to be the best balance of levies to membership fees, as increasing the membership fees would further reduce membership numbers and have other flow-on effects.

Lexie Matheson moved that the current \$5 judges' levy for domestic ANZ major registered tournaments be changed to a \$10 Officials & Administration Levy. Seconded by Murray Prowse. Carried.

9. Board Elections

Lexie Matheson thanked our members who had served on the Board over the last year:

1. Elizabeth Elkins
2. Chris Wilson
3. Sier Vermunt
4. Lisa Walker
5. Tracy Cox

Andrew Russell indicated that Lexie Matheson and Matt Phillips (external) both have 1 year remaining on their terms. There were four Board positions available for election:

- 2x 3-year terms
- 2x 2-year terms (to finish existing terms)

There is also 1x 3-year co-opted position to be appointed by the new Board – potentially from outside the organisation.

Nominations were received for the elected positions, as follows:

1. George Rossolatos, seconded by Lexie Matheson
2. Andrew Russell, seconded by Bernie Fraser
3. Hana Saemon-Beck, seconded by David Henshaw
4. David Velleman, seconded by Andrew Russell

No nominations were received from the floor.

Peter Russell moved that the call for nominations be closed. Seconded Lexie Matheson. Carried. The new Board members were congratulated.

As there have been two vacancies, there are different-length terms available. The Constitution does not adequately cater for how allocation of these is determined. Lexie Matheson moved that the Board positions are determined at the first Board meeting by consensus of the new Board members, and the membership be informed of the outcome. Seconded by Daryl Trim. Carried

Elizabeth Andrew queried whether gender balance will be considered as part of the appointment of the co-opted role. Lexie Matheson indicated it will be considered within the appointment process.

10. Awards

10.1. Youth Most Improved

The Youth Most Improved Awards were presented to:

Male Compound – Oscar Hill, Timaru Archery Club

Male Recurve – Nick Lees, Mountain Green Archery Club

Female Recurve – Sylvie Morrison, Mountain Green Archery Club

Male Barebow – Tyler Gomes-Luis, Mountain Green Archery Club

10.2. Coach of the Year

The Coach of the Year was awarded to Hana Saemon-Beck of Christchurch Archery Club.

10.3. National Team Awards

National Team awards were made for the past year, to the athletes, coaches and managers.

10.4. Service Awards

Service Awards were presented to three individuals who stepped in to fill a significant need in the organisation over the past year.

1. Lisa Walker
2. Cushla Matheson
3. Caro Geelen

The recipients were congratulated by the meeting.

11. General Business

11.1. Contract Roles

Two contract roles are proposed in the budget if grant funding can be sourced. If grant funding is unsuccessful, the Board may look to continue with a single contract role of a General Manager:

- General Manager
- Administration Assistant

Lisa Walker had ably been filling the Acting GM role since mid-2020. Following this AGM, the Board intends to seek out expressions of interest in these positions, both internally and externally.

11.2. Archery NZ Interclub Challenge Shield Award

Mt Green requested that the ANZ Inter-club Challenge Shield is awarded at the National Championships following the League season – i.e., generally the Indoor Championships each year, rather than waiting for the Outdoor Championships, which can be up to a year after the completion of the season it is being awarded for. Else, if no National Championships event takes place within 3 months of the end of the final round month round of the League, it would be awarded at the next Major tournament in the winning club's district. If this did not occur in four months, the trophy would be couriered to the winning club.

Andrew Russell indicated this change would be enacted.

11.3. Indoor Nationals

Andrew Russell indicated that two early potential bids for Indoor Nationals 2021 had not been submitted as logistics could not be made to work. A late bid had now been received from Mt Green Archery Club for August, however the bid forecasts a loss without significant successful grants funding. Timing means that we would be unable to wait until grants funding is received to agree whether to proceed. Our options are to proceed at risk, or to instead run a multi-venue Indoor Championships event this year, which significantly reduces the cost risk to the organisation.

Riku van Tonder suggested a multi-venue qualification round, followed by a finals match play hosted in a single venue.

Discussion was held on the pros and cons of both.

A show of hands was held, indicating strong support for all three options, with the multi-venue qualification and single-venue match play slightly preferred. Andrew Russell thanked the attendees for their discussion and suggestions and will take these suggestions away for further consideration of how best to implement an event for 2021.

11.4. Archery NZ Strategy Consultation with Clubs

Lexie Matheson discussed the background and status of the strategy consultation sessions with Archery NZ clubs.

Adam Kaluzny raised that ANZ's ~400 members does not represent the breadth and volume of archers in NZ. What is Archery NZ doing to better attract members, will clubs be affiliated directly?

Andrew Russell indicated a there was widespread support from clubs at the strategy sessions requesting that Archery NZ affiliate clubs, rather than only individual members.

Lisa Walker indicated a different membership structure would provide more funding as SportNZ are providing funding based on numbers, and for plans to deliver an increase in participation by women and girls, athletes with disabilities, and Maori.

Murray Prowse suggested an SGM could be used to deliver this affiliation structure change, and that a timeframe is needed. Andrew Russell noted that the Board was committed to reviewing the structure of affiliation and need to ensure such a significant change has a high level of consultation with members. The club consultation is the first step of this, and the timeframe will be announced by the incoming Board.

11.5. Affiliation Structure

Toni Trim raised that there was a challenge with the one-off ANZ membership fee for events. The cost of membership effectively precludes members from joining to pay for another single event in a future year. Andrew Russell advised this will be taken to the Finance & Risk Subcommittee to review and resolve.

11.6. Board Statement on Member Protection

Dale Lightfoot raised significant concerns over the letter from Dr George Corbett, ANZ Health, Safety and Wellbeing Advisor. The letter observed many instances of bullying, harassment, overwork and constant complaints directed at the Board, leading to considerable stress, and then eventually departure of both Board members and contracted roles alike.

The meeting discussed these issues and the impact they were having on the organisation. Lexie Matheson advised that the Board has now updated the Disputes and Disciplinary Policy to enable better resolution of these issues, however it needs the combined membership to stand up for each other, call out inappropriate behaviour, and protect our elected and appointed officials from continued attacks so that we can get on with the job of improving archery in NZ. The meeting supported this by acclamation.

12. Closure

Cushla Matheson delivered a karakia to close the meeting.
Meeting closed at 8:29pm