

ARCHERY NEW ZEALAND INC

Annual General Meeting

Thursday 6th February commencing at approximately 5pm following the completion of the SGM

Venue: Papakura Football Club, Papakura, Auckland



AGENDA

1. Welcome
2. Apologies
3. In memoriam
4. Minutes of 2019 AGM (Attached)
 - 4.1. Matters Arising
5. Annual Report
 - 5.1. Strategic Plan
6. Financial Report
 - 6.1. Annual Accounts 2018/19
 - 6.2. Draft Budget for 2020/21
7. Affiliation Fees for 2020/2021
 - No increase is proposed for the 2020-2021 season.
8. Board Elections (Nominations attached)
9. Awards
 - 8.1 Service Awards
 - 8.2 Life Members
10. General Business
 - 10.1. Archery OSA Upgrade – Records, Rankings and Results (Attached)
 - 10.2. Date of National Outdoor Target Championships – remit from Christchurch Archery Club
 - 10.3. Other National Event dates and overall event calendar
11. Closure

Annual General Meeting Minutes



Date: 6 January 2019

Location: Rongomai Park Club Rooms, Te Irirangi Drive, East Tamaki, Auckland

Time: 4.45 – 6.45 pm

1 Welcome and Acknowledgements

President Colin Mitchell opened the meeting with a welcome to all attendees and acknowledged the attendance of the following people:

- Bernie Fraser - Patron
- Carole Hicks – Life Member
- Dave Henshaw – Life Member
- Tony Kemp – Life Member

There were 76 members present at the meeting – sufficient to meet the Constitutional requirements for a quorum (40).

2 In Memoriam

The meeting observed a moment of silence in memory of the following people involved in archery who had passed away during the year:

- Bevan Arnott died 28th August 2018 (Dunedin)
- Lila Johnstone died 19th November 2018 (Wellington)
- Don Finnegan died 27th November 2018 (Tirau)
- Guiseppe Cinnirella (better known as Beppe), died Friday 4 January 2019 (Italy)

3 Apologies

Apologies were received from the following members:

- Gordon Harris
- Marianne Grant
- Scott Collett
- David Huddleston
- Victoria Tucker
- Lisa Walker
- Sarosh Saklatwala
- Cedric Gorman
- Hannah Hawley
- Alison Storey
- Alex Collett
- Colin Tucker
- Leah Huff
- Riku van Tonder
- Hanlee Bam
- Ashleigh Paap

It was moved by the chair and seconded by John Deck that these apologies be accepted.

Carried

4 Minutes from the 2018 AGM

- 4.1 The 2018 AGM minutes had been on the Association website for a number of months. Colin asked if there were any questions/changes in relation to these minutes and no matters were raised by the members.

It was **moved** by the chair and seconded by Marcus Barclay that the minutes of the Archery NZ AGM 2018 meeting as posted on the Archery NZ website be approved as a true and correct record of the meeting.

Carried

(A copy of the AGM 2018 minutes are posted on the Archery NZ website with these minutes)

5 Annual Reports

5.1 Presidents Report

Colin noted that his Presidents report had been on the website for members to read and asked for any questions in relation to the document.

Colin noted that 2018 had been a particularly busy year with a record number of athletes travelling overseas to compete on the international stage. It was also noted that this in turn resulted in a large amount of work for the various people (including administration staff and team officials) that were crucial to ensuring these athletes were successful.

No questions were raised from the members.

(A copy of the full report is posted on the Archery NZ website with these minutes)

It was **moved** from the chair and seconded by Chris Gorman that the Presidents report 2018 be accepted.

Carried

5.2 Officers Reports

Colin noted that the Officers reports have been on the website for members to read and asked for any questions in relation to these. No questions were raised from the members.

Colin thanked all the officers for the work that they had undertaken throughout the year to help ensure the successful running of the Association.

(A copy of the full report is posted on the Archery NZ website with these minutes)

It was **moved** from the chair and seconded by Tony Kemp that the Officers Annual reports 2018 be accepted.

Carried

6 Treasurer's Report

Treasurer (Callum Skeet) presented his Treasurers report for the financial period 1 July 2017 to 30 June 2018. This report had been made available to the members prior to the meeting.

(A copy of the full report is posted on the Archery NZ website with these minutes).

Unfortunately the audited accounts (for the financial period 1 July 2017 to 30 June 2018) along with the budget for the 2019 year had not been made available to members prior to the meeting as planned.

Questions from the floor were asked in relation to the Treasurer's report, and it was agreed that without the key documents it was hard to have an informed conversation. It was agreed that a postal ballot would be required to have both the audited accounts and the draft budgets approved by the members.

The key question from the members was why athlete's and team officials needed to pay their own way for international competitions given the large amount of cash reserves currently held by the Association, and the size of the reserves expected in the budget for the upcoming year.

It was explained that several amounts of funding have been granted on the basis that they are spent in particular ways – including Sport NZ and World Masters Games.

It was **moved** by Callum Skeet and seconded by Andrew Russell that the Treasurer's report for the financial period 1 July 2017 to 30 June 2018 be accepted
Carried.

The financial reports will need to be circulated separately and an electronic ballot organised to seek members' approval of these accounts.

The proposed 2019/20 budget had also not been circulated. It was agreed that there needed to be more discussion with members on this and providing more information on the commitments that the Association has in place and how we move forward to ensure that we remain in a positive financial position moving forward.

7 Membership Fees

It is a requirement of the Constitution that the AGM sets the fees.

The Board had proposed that an increase in membership fees would be required in conjunction with the change to the governance structure of the Association. The governance change was adopted at the Special General Meeting immediately prior to the AGM and as a result the following changes were proposed for 2019/20 membership year:

- Full Membership
 - Adult increase from \$90 to \$145
 - Youth increase from \$45 to \$70
- Postal Membership
 - Adult increase from \$30 to \$40
 - Youth increase from \$20 to \$30

The reason for the changes were explained as being in order to cover the additional salary costs that are proposed for the Operations Manager, along with grants.

There was discussion on the proposal and key issues noted was a concern in regard to the size of the increase. Other comments noted included:

- consideration of staggering the increase to reduce the size of the impact next year
- opportunities for introducing a family membership
- opportunities for assisting high performance archers and recognising that they are currently having to meet all costs for travelling overseas to compete also
- more effort to be put into self-funding for the Administrator and Operations Manager
- the constitution requires there to be a conversation about the proposed changes – but without the financial reports available this was not really possible.

It was **moved** by Lexie Matheson and seconded by Logan Barraclough that the meeting direct the Board to have an in-depth discussion with members in regard to the proposed budget and associated affiliation fees for 2019/20.
Carried.

A ballot will need to be held in conjunction with this discussion and it will need to include an opportunity to vote for:

- to accept the 2017/18 Financial report
- to consider the proposed 2019/20 budget
- to consider proposed affiliation fees for 2019/20

8 Awards

8.1 International Representatives Trophies

Crystals were presented by Bernie Fraser (Patron) all those who have represented Archery NZ internationally at the following events:

- **Archery World Cup Stage 1 Shanghai 2018**
Eddie Hawkins, Marcus Barclay, Adam Kaluzny, Brian Rowe, Chayse Martin-Roberts, Bruce Shuker, Caleb Russ, Rynard Van Tonder, Emily Cavell, Hanlie Bam, Sarah Fuller, Leah Huff, Olivia Sloan, Elizabeth Randle, Maria Tucker, Lisa Walker, Marianne Grant (Manager), Julie Baker (Assistant Manager)
- **Archery World Cup Stage 2 Antalya 2018**
Olivia Hodgson, Bruce Shuker, Petra Baker (Manager)
- **Archery World Cup Stage 3 Salt Lake City 2018**
Olivia Hodgson, Bruce Shuker, Caleb Russ, Petra Baker (Coach)
- **Asia Cup Stage 2 Manila 2018**
Olivia Hodgson, Petra Baker (Manager)
- **Archery World Cup Stage 4 Berlin 2018**
Bruce Shuker
- **Trans Tasman Challenge 2018**
Zoe Antone, Adam Niziol, Audrey Rossolatos, Brodie Cox, Ryley Griffiths, Nicholas Evans, Alex Collett, Ben McLean, Levi Wesford, Andrew Syme, Logan Dittert, Benjamin Trim, Keeley Watson, Hannah Hawley, Rebecca Jones, Julia Harrison, Finn Matheson, Struan Caughey, Lauren Tucker, Abi Denton, Tiana Rongokea, Ryan Dittert, Isabella Wassilieff, Samuel Hudson, Clive Hudson (Manager), Megan Wassilieff (Assistant Manager), Justin Dittert (Coach)
- **Oceania Youth Championships 2018**
Struan Caughey, Ryan Dittert, Aaron Choi, Brodie Cox, Bradley Foster, Ryan Jones, Katie Ellis, Adam Niziol, Julia Harrison, Lauren Tucker, Caitlin Thomas-Riley, Annie Leen, Oliver Hamilton-Currey, Meg Elvin, Finn Matheson, Charlotte Askin, Ben McLean, Ryley Griffiths, Rebecca Jones, Sidney Spence, Olivia Sloan, Jack Light, Keeley Watson
(Team officials included with the Oceania Championships 2018 listing with seniors)

- **World Archery Indoor Championships 2018**

Riku Van Tonder

- **Oceania Championships 2018**

Riku Van Tonder, Hanlie Bam, Elizabeth Randle, Lisa Walker, Adam Kaluzny, Chayse Martin-Roberts, Caleb Russ, Emily Cavell, Sarah Fuller, Maria Tucker, Marianne Grant (Manager), David Henshaw (Coach), Peter Duart-McLean (Assistant Manager), Petra Baker (Assistant Coach), Julie Baker (Assistant Coach), Agata Kaluzna (Assistant Coach)

- **World Archery Field Championships 2018**

Nathan Butterfield

8.2 **World Archery Youth Judge**

A certificate was presented to Logan Andrews in recognition of his recent qualification as a World Archery Youth Judge.

8.3 **Service Awards**

Colin presented the following Archery NZ Service Awards:

- **Tony Eastwood**

In recognition of outstanding service to Archery New Zealand including past panel member of the Selection Panel, development of the WAA 600 Series, served time as Club President, Chairman of the Regional body, WATT Coach and participation in the National Coaching body.

- **Frances Ross**

In recognition of outstanding service to Archery New Zealand including President Archery NZ 2011-2012

Integral part of the Archery NZ Outdoor National Championships Administration Team, Archery NZ Outdoor National Championships Entry registrar, Archery NZ Membership Secretary & Administration Team for the WMG2017.

- **Christine Russell**

In recognition of outstanding service to Archery New Zealand including decades of work at club level taking tournaments, on the AAC committee & as treasurer for 10 years. An ANZ Coach for 12 years, taking multiple beginners courses at the club. National Championships & WMG2017 Administration Team.

8.4 **Life Membership Awards**

Colin Mitchell (President) asked Anne Mitchell and Peter Russell to leave the room with him.

Robyn Denton (National Secretary) outlined the process for the meeting to consider two recommendations from the Board to meeting for the granting of Life Memberships for the Association. Robyn then read the background information on each nominee prior to taking a vote.

- **Anne Mitchell**

Anne started archery in 1997 and made her international debut in 2004. She is a founding member of the Rosebank Archery Club and has represented NZ at numerous events including the Delhi 2010 Commonwealth Games and as part of the winning World Cup Antalya Women's Compound Team in 2009.

She is a National Judge and was the Judges Convenor in 2013 and has travelled throughout NZ to officiate at tournaments and many National Championships for a number of years. In 2014 Anne was the Vice President of the Board, and the President in 2015 & 2016, Acting Treasurer in 2017, and the Financial Officer in 2018. She has represented Archery NZ at a number of World Archery congresses.

Anne has stepped in to assist with many other roles that have had vacancies including international event administration, uniform orders etc which has been invaluable with the large number of athletes travelling overseas.

A vote was taken via show of hands and the meeting agreed to accept Anne's nomination and to grant Life Membership for Archery NZ.

- **Peter (PJ) Russell**

Peter has a long history of competing in Archery and representing NZ on an international level. He shot in the 2000 Trans-Tasman team and went to the Junior World Championships in the same year in Belfort in France. In October 2014 he shot in the Oceania Championships in Noumea where he won the Men's Recurve competition and gained an Olympic spot in the Continental Qualifying Tournament for NZ by winning the bronze medal match.

Along with his history of representation, he has been a tireless volunteer to multiple archery organisations. He was secretary of Auckland Archery Club in 2002 and then President from 2002-04 and then 2008-13. He was President of the Auckland District Archery Association in 2002 and 2014. He has been on the committee of the Auckland Archery Club (without specific role) continuously since 2002. From 2003-2007 has was the coaching commission panel representative for Auckland and has been an Archery NZ Coach from 2002, running multiple beginner's courses at Auckland Archer Club until 2012. He was on the board of Archery NZ as Coaching Convenor from 2003-2005, and in 2004 helped organised the Trans Tasman text at Auckland Grammar School.

In 2015 he became part of the administration team for the National Outdoor Championships and worked on the administration of the results in the IANSEO format. Since that time he has been an integral part of the administration team for the outdoor nationals, indoor nationals and various other championship event including the World Masters Games in 2017, and has worked on up-skilling other archery volunteers to use the same system since 2016, including holding a district workshop on IANSEO in 2016.

A vote was taken via show of hands and the meeting agreed to end Peter's nomination and to grant Life Membership for Archery NZ.

Colin, Anne and Peter where then asked to return to the meeting.

A Life Membership certificate and badge was presented to Anne Mitchell for:

In recognition of her years of service to Archery New Zealand as a National, District & Club official, Vice President & President 2014-2016, National Judge & Judge Convener, New Zealand Representative Archer and ongoing work in the financial area for Archery NZ.

A Life Membership certificate and badge was presented to Peter Russell for:

In recognition of his years of service to Archery New Zealand as a District & Club official, New Zealand Representative Archer, National Championships & WMG 2017 Administration Team and ongoing IANSEO & technical assistance in support of Archery NZ.

A round of applause was given to Anne and Peter.

9 Election of Officers

9.1 Colin acknowledged the leaving board members who have had provided varying amounts of years of service to the association:

- Rynard van Tonder – Vice-President
- Callum Skeet - Treasurer
- Robyn Denton – National Secretary

Based on the outcome of the Special General Meeting the new Board for the Association will be established as set out in the draft Constitution.

Four Registrations of Interest had been received for the five positions that will be held by Archery NZ members on the Board. These people were:

- o Colin Mitchell
- o Callum Skeet
- o Robyn Denton
- o Sier Vermunt

Colin outlined that they will form the 2019 Archery NZ Board and that their bio's were circulated prior to the meeting.

Additional Registrations of Interest will be sought to fill the vacant position, and the Board will also move to appoint the two co-opted roles by February 2019.

9.3 **Election of new commission conveners for 2019.**

- Athletes Commission – Riku van Tonder was nominated at the Athlete's Commission meeting. Confirmation had yet to be received to confirm that this had been accepted.
- Judges Commission – Les Jones was elected at the Judges Commission meeting

10 National Championships

10.1 Karen Moffatt-McLeod (Administrator) noted that moving forward there is an intention for the Association to be responsible for organising the National Tournaments (as outlined in the proposed restructure document).

The aim will be for these national events to move around the country and assistance will be sought from local clubs to assist with the set up and pack down.

The Trans-Tasman test will be the first event and assistance is being sought from the Auckland District archery clubs to help to make this event a success. It was noted that the Association has been successful in gaining funding for this event from the World Masters Games fund.

11 Election of Patron

The Patron of the Association is to be elected at an Annual General meeting and for a specified period.

Anne Mitchell moved a vote of thanks for Bernie Fraser for the work that he had done in the role over the last few years.

Nominations for the Patron role were called for and the following received:

- Bernie Fraser – moved by Chris Gorman and seconded by Andrew Russell
- Carole Hicks – moved by Anne Mitchell and seconded by Dennis McLeod

A further nomination from the floor for Peter Russell was received but Peter declined the nomination.

A vote via a show of hands was taken and Bernie Fraser was re-elected as the Patron for a further 3 years.

In accepting the role, Bernie noted that he felt it was a great honour to undertake the role.

It was also noted that there is not clear guidance in the Constitution or Rules in regard to who is eligible to be considered for the role of Patron or the period for which this office is normally held, so it would be good to have this clarified in the upcoming reviews of these documents.

12 Recommendations from the Commission Meetings

There were a number of recommendations/discussion points noted from the Athletes Commission meeting:

- A request to ensure that the rounds being shot at the National tournaments were reflective of the international tournaments that athletes were heading off to attend
- A desire for sponsorship to be sought for team members and team officials
- A concern at the timeframes involved in getting results and rankings. A desire to see electronic scoring to be implemented to help speed this up.
- A desire to see a High Performance Manager and programme implemented
- The suggestion of an Athletes Advisory Group to be formed to assist with Selection Policy development
- A concern expressed in regard to potential conflict of interest by having an Athlete who is completing for selection on the Selection Panel.

12 General Business

The meeting was opened to general business:

12.1 Target Face sizes for Intermediate/Cub compound – change to the Shooting Rules

Clive Hudson and Chris Gorman noted concerns being expressed in regard to the changes implemented to the target face sizes (down to 80cm from previous 122cm) for Intermediate and Cub compound athletes. These changes were notified in the updated Shooting Rules which were released just prior to the Outdoor Target Nationals – and in the middle of a shooting season. This was a particular concern for those wishing to qualify for the Trans Tasman team noting that no qualification scores had been set for these new target sizes.

It was moved by Clive Hudson and seconded by Lexie Matheson that the proposed change in target face sizes for the Intermediate and Cub compound athletes be postponed until 1 October 2019 (ie the new shooting season).

Carried on a show of hands

It was noted that for those athletes who have already moved to shooting on the 80cm face at competitions that the Selection Panel will make the necessary factor adjustment to their scores so that they are able to be considered alongside those who have shot 122cm face.

12.2 Membership Cards

Maria Tucker asked that the Membership Cards include all details on the athlete including coach &/or judge status in the future.

12.3 **World Archery Changes to the Standardise Distance for Recurve**

Kerry Hoole noted that there has been a World Archery motion passed to standardise the distances to be shot by Recurve archers.

This was noted and the Board will ensure that the Shooting Rules are updated to reflect this change.

12.4 **Representative Shirts**

Karen Moffatt-McLeod (Administrator) noted that the Board had been looking into alternative Representative Shirts and were hopeful of having samples available for this event but due to the need to the requirement to have larger numbers for orders, this had not been possible. Karen undertook to continue to work with the supplier to try and get some samples at future events noting that there was no change proposed to the branding on the shirt – just the material and style of the shirt.

13 Closing

With no further business to be discussed, Colin thanked everyone for their attendance, their contributions, wished them luck for the remainder of the tournament and declared the meeting closed.

Minutes to be approved at 2020 AGM Meeting of the Association

Signed:

President.

Registration of Interest for 2020 Board



Nomination from: Lisa Walker

Synopsis of candidate:

I fell in love with archery upon firing my first arrow five years ago. Since then a good day is any day when I get to shoot, and I train approximately 6 days a week. I am immensely grateful to have been able to represent NZ in international events, initially in field archery and most recently in target archery. I am enjoying developing my archery coaching skills which I combine with my Masters Degree in Education, which allows to me implement a variety of teaching philosophies.

Outside of archery, I have been running my own businesses for several years which has enabled me to develop a variety of skills including people management, financial skills, and leadership skills. I am committed and determined and would look forward to being able to contribute to the archery community and to help grow the sport I love in NZ.

Archery OSA Development

At the 2019 Athletes AGM and the Archery NZ AGM, many archers were calling for Archery NZ (ANZ) to use Archers Diary which is software that was developed by Archery Australia (AA). One of the features many were keen on was the automatic update of the rankings. It was agreed that this system would be investigated. Various meetings and email conversations have been held with AA, but unfortunately these have not produced any feasible way to use the Archers Diary that meets our needs.

Steve Clifton developed the Archery OSA system ANZ currently uses for Tournament entry and results which he lets Archery NZ use for free. He is offering to extend this to incorporate other features.

Archery OSA currently provides event organisers a (FREE) way to digitally manage an archery event. This includes creating a landing page for all the events schedules and info, managing event entries and scoring for the rounds shot - providing instant results that can be shared on social media/with the archers. Many clubs are already running their events through Archery OSA, and the Archery NZ calendar is currently being populated from events loaded in Archery OSA.

Archery NZ now has 3 (primary) areas we NEED to automate and digitise:

1) Rankings 2) Records 3) Results

If we can automate these from event organisers submitting results into Archery OSA, we can reduce a ton of manual work that is currently done and possibly eliminate some of the roles completely from existing (though someone will still need to order/post the records, but 95% of the work can be automated).

Also, this year's roadmap for AOSA includes adding CC/PayPal payments to automate the entry process even further, as well as a few other streamlined features which should make running events even easier for organisers.

Archery NZ will engage Steve Clifton (via Archery OSA) to build the functionality required in Archery OSA to automate the records, rankings and results. If this were to be done, the below would be made available to Archery NZ:

- Automated Records which are generated as soon as scores are entered
- Automated Rankings which can be processed and handled as desired
- Digitised results which are easily searchable and stored for long term reviewing

As well as the above, Archery OSA would provide these additional new features to Archery NZ:

- Periodic export of all Archery NZ results (provided as either a SQL/CSV export) so that Archery NZ result data can be safely stored by ANZ.
- A reporting portal where detailed analysis of events can be viewed.
- Searchable public page for records
- Searchable public page for rankings

Building these features for Archery NZ and ongoing support/hosting/managing would come at a cost, but it will be reasonable and also give Archery NZ complete control of ANZ events data, as well as access to continued development opportunities as required.

Timeline:

Subject to funding being in place, the intention would be to do the development work over the next few months. The updated system can then be tested through the quieter Indoor Season with a full launch in time for the Summer 2020 – 2021 season.