

**Minutes of the Swimming New Zealand Annual
General Meeting held at Pelorus Trust Sports
House, Hutt Park, Gracefield
Sunday 12 September 2010**

PRESENT

Board

Murray Coulter (President/Chair), Ross Butler (Vice-President), Mark Berge, Ron Clarke, Alison Fitch, Humphrey Pullon, Dominic Toomey, Jane Wrightson

Life Members

Bill Matson

Regional delegates

Carlrine Gillespie, Celia Honiss (Northland), Andrew Brown, Willem Coetzee, Brian Palmer (Auckland), Debra Mahony, Jeannie Sibun, Rosie Smith (Counties Manukau), Jan Missen, Tim Rogers (Waikato), Karen Nixon, Bronwen Radford (Bay of Plenty), Mark Dingle, Kevin Glentworth (Taranaki), Keith Bone (Hawke's Bay Poverty Bay), Antony Ponting (Wanganui), Dianne Farmer, Braden Noel (Manawatu), Maryann Corrigan, Jeanette Pope (Wairarapa), Greg Forsythe, Sandy Turner (Wellington), Stephen Fryer, (Nelson/Marlborough), Gill Cain, Liz Tillman (Canterbury/West Coast), Mandy Grainger, Colin Walker (Otago), Nigel Soper (Southland), Susan Hargreaves, Graham Price, Nevill Sutton (NZSCAT)

Guests

Joan Matson, John West

Awards Committee representative

Ian McPhee

Swimming club representatives

Charlie Greenem (Icebreaker Aquatics), Barbara Neish (Upper Hutt)

Project Vanguard committee members

Cathy Hemsworth, Allan Barrett, Suzanne Speer, Selwyn Screen

SNZ Staff

Mike Byrne (Chief Executive), Cara Anderson, Tania Black, Lisa Conroy, Mark O'Connor, Kent Stead

1. WELCOME

The President opened the 120th Annual General meeting and welcomed SNZ Life Member and FINA Vice President Bill Matson and his wife Joan, guests, delegates, SNZ Board and staff members.

The President made special mention of the Canterbury delegates in attendance and on behalf of the meeting extended best wishes to all people in Canterbury after the recent earthquake.

In particular he said board member Ron Clarke was absent due to damage to his house and because he was in full Civil Defense mode in his role at the Christchurch City Council including working this weekend.

2. APOLOGIES

Apologies were received from Ron Clarke, Jim Cole, Maurice Duckmanton, Merle Jonson, Colin Kennedy, Danyon Loader, John Mace, Ron Shakespeare, Noel Smith, Don Stanley, Norma Williams, Enid Wordsworth and Eastern Districts region.

The President noted that due to the absence of Eastern Districts and no proxy being received from them, there would now be 38 votes in total not 40 and it would require a vote of 25 for/against to carry all votes.

IT WAS RESOLVED

"That the apologies be received"

Manawatu/Counties Manukau

3. MEMORIAM

The meeting observed a minute's silence in honour of the following members who has passed away since last year's AGM:

- Swimming Auckland Life Member Beryl Shaw (2009)
- Swimming Canterbury West Coast Life Members, Herb Smeith (2009)
- Swimming Hawke's Bay Poverty Bay Vice-President, Guy Bull (2009)
- Port Chalmers Swimming Club Life Member Marie Abbott (2009)
- Peter Bassett (Kurt Bassett's father) (2010)

4. CONFIRMATION OF MINUTES

IT WAS RESOLVED

"That the minutes of the 119th Annual General Meeting of Swimming New Zealand held Sunday 20 September 2009 be adopted as a true and correct record"

Counties Manukau/Nelson Marlborough

Matters arising

There were no matters arising from the 2009 Swimming New Zealand Annual General Meeting minutes.

5. 2010 ANNUAL REPORT

The joint Chair/Chief Executive report was taken as read and the President asked the Chief Executive to present a brief update on SNZ activities.

The Chief Executive outlined the following:

Resource our organisation

- State Insurance sponsorship was a highlight of the year
- SNZ end the financial year with an \$89,000 surplus and accumulated funds of \$366,000

- Developed partnerships with a number of new charitable trusts
- Developed a new range of merchandise that was retailed at SNZ events during the year and yielded new revenue for SNZ and host regions/clubs

Teaching Standards

- Trained approximately 1200 primary school teachers and 800 swim school teachers
- Learn to Swim resources have increased and this means better provision of learn to swim services to clubs, schools and for teacher training
- Quality Swim Schools programme has been revamped
- Completed a rewrite of the early childhood education resource

Competitive Success

- SNZ welcomed Mark Regan who is a coach who has had podium success – Mr Regan’s appointment was supported by SPARC
- SNZ had excellent results at the recent Pan Pacific and Junior Pan Pacific Championships, including its first medal since 1997 (bronze to Emily Thomas)
- Scott Talbot was awarded a SPARC Performance Coaching Scholarship
- Implemented the Australian Coaching Accreditation Scheme
- Hosted the Tran-Tasman competition for the first time
- Established the Aqua Blacks brand for the national team

Deliver Valued Services

- Phase 1 of Project Vanguard has been completed
- Fastlane and Team Talk were introduced to improve communication with members
- The inaugural Swimming New Zealand Awards and Legends Relay for Charity were held in April and were unmitigated successes for the sport
- Welcomed Cara Anderson as a dedicated membership coordinator
- SNZ’s first recreational swimming event, Epic Lake Swim was introduced in January 2010 and was a great success

Maximise our profile

- The State Insurance New Zealand Open Championships were televised
- Had feature stories televised on several episodes of *All in the Games*
- There were approximately 120 national press releases in the last year
- There were several magazine articles, radio and TV interviews etc
- There is a new events’ container and members will see this for the first time in Wellington at the short course championships 26-30 September
- National Age Group Championships will be streamed live to the Internet for the next three years
- SNZ legends raised \$42 for NZ charities and in doing so raising the profile of swimming

The President acknowledged the Chief Executive and his team for their achievement in securing a principal sponsor, State Insurance, particularly in what has been a tough economic environment over the last 12-months.

The President also mentioned the success of the State Insurance New Zealand Open Championships and thanked the SNZ events team, as well as Swimming Auckland who were excellent hosts. He then reiterated the excellent promotion of the sport that the Swimming New Zealand Awards and Legends Relay for Charity brought. He said those who participated in these events would especially understand these sentiments and he and thanked SNZ staff, particularly Tania Black who managed these two events.

IT WAS RESOLVED

"That the Swimming New Zealand Annual Report for the period ending 30 June 2010 be received"

President/Auckland

6. FINANCIALS

The President invited Ross Butler, on behalf of the Chair of Audit Risk and Finance, to present Swimming New Zealand's financial statements to 30 June 2010.

Mr Butler commented that Swimming New Zealand's financial processes were robust and they included having in place:

- An experienced operations manager
- The Audit Risk and Finance committee
- Regular external reviews by SPARC benchmarked against best practice world standards

Mr Butler said this is the third year in a row Swimming New Zealand was reporting a good result. He also said that Swimming New Zealand was developing a track record of good financial management/performance.

Swimming New Zealand was delivering on its promises – it said there would be an annual surplus of \$92,000 and in tough economic times recorded a surplus of \$89,000 which was a good achievement.

After presenting the financial statements, Mr Butler called for any questions or discussion.

Counties Manukau were confused by the Swimming New Zealand Awards dinner coming under Membership and Technology and the SNZ Operations' Manager advised that this came under this area because it was seen as a membership service.

Counties Manukau also commented on the event entry fees in regard to national events. The Operations Manager responded that only the actual cost of the events was recorded which didn't include trust funding.

Mr Butler advised that it was no problem to provide regions with the income and expenditure totals only for Swimming New Zealand's events. The Operations' Manager would action this request, as it wasn't seen to be appropriate to place it on the website unless it was a members' only area.

IT WAS RESOLVED

"That Swimming New Zealand's financial statements to 30 June 2010 be adopted as a true and correct record"

R Butler/Counties Manukau

Appointment of Auditor for the 2010/11 financial year

IT WAS RESOLVED

"That Swimming New Zealand appoint Accountants Plus, Chartered Accountants of Lower Hutt, as Swimming New Zealand's auditors for the 2010/11 financial year"

R Butler/Waikato

7. 2010/11 BUDGET

The President invited Mr Butler to present the 2010/11 Swimming New Zealand budget. The key points were:

- Projected income is \$5,122m
- Projected expenditure is \$5,086m
- Projected surplus is \$36,128

Swimming Manawatu requested the proposed budget be handed out to delegates prior to the meeting so they had a chance to view it.

Mr Butler agreed and said in future the proposed budget would be sent out with the AGM papers.

Mr Butler also advised that the Operations Manager would send out today's slide against the actual from the 2009/2010 year to all regions.

It was noted the change in income was due to learn to swim funding, the Kiwi Sport partnership and State Insurance sponsorship.

The Chief Executive was asked by the delegate from NZSCTA what prioritization would be applied to projects that might be impacted if Swimming New Zealand didn't receive the level of trust funding budgeted. Mr Byrne responded that Swimming New Zealand's excellent relationships with the trust funders gave him confidence the budgeted funds would be received. The President noted that in many instances the funding was tagged to specific deliverables and any reduced funding would most likely impact the specific activity that it was being applied for.

IT WAS RESOLVED

"That Swimming New Zealand's budget to 30 June 2011 be received"

R Butler/Taranaki

8. ELECTION OF DIRECTORS, AWARDS' COMMITTEE

IT WAS RESOLVED

"That Swimming New Zealand Life Member Bill Matson and past President John West be appointed scrutineers for the election process"

President/Manawatu

The President requested the consent of the meeting to vote by voices, which would require 60% of the voting delegates to agree.

IT WAS RESOLVED

"That the meeting consent to a vote by voices"

Wellington/Otago

IT WAS RESOLVED

"That Mark Berge and Ron Clarke be elected onto the SNZ Board"

Unanimous

Awards' Committee

The President advised that one nomination had been received for the Service Award vacancy on the Swimming New Zealand Awards' Committee.

He again requested the consent of the meeting to vote by voices.

IT WAS RESOLVED

"That the meeting consent to a vote by voices"

Taranaki/Manawatu

IT WAS RESOLVED

"That Ruth van Welie be elected onto the SNZ Awards Committee"

Unanimous

The President congratulated the successful candidates and thanked them for their ongoing service to the sport.

9. REMITS

The President advised that each voting delegate had a voting card in front of them to be used for voting on the remits.

Remit 1 / SCATNZ

The President asked Nevill Sutton to speak to Remit 1 and Mr Sutton said it was straight forward and no further discussion was required.

IT WAS RESOLVED

"That "SCATNZ" be replaced with "NZSCTA" in the following 12 places in the Constitution: Rules 2.4; 2.8; 5.1 (b); 14.1; 14.5; 16.1; 16.3; 16.4; 17.2; 18.4; 18.9; 25.7".

NZSCAT/Otago
Carried Unanimous

Remit 2 / SWIMMING MANAWATU

The President asked if the title change to 'Rules and Obligations' in the Manawatu Remit should read 'Powers and Obligations', as indicated in the explanatory notes with the remit. Mrs Farmer agreed it was a typographical error and should be 'Powers and Obligations'. When asked to speak to Remit 2 said she had nothing further to add to the remit and so:

MOVED

"That Rule 4.0 be amended to read:

4.0 Powers and Obligations

And that Rule 4.2 be added to read

4.2 Obligations

The obligations of SNZ are:

- (a) To respect the primacy of the relationship between the regions and the clubs and between the clubs and their members
- (b) To ensure that all stakeholder communication is directed through the regional administrator. Stakeholder communication is intended to include matters such as, but not restricted to request(s) for submissions, surveys, questionnaires, feedback, announcement of national teams and any other item which may impact generally on the regions relationship with its stakeholder clubs. Nothing within these obligations shall restrict SNZ from corresponding by way of a periodical news letter to the general membership, providing that such newsletters are not established or used as a tool establishing direct feedback channels between SNZ and the stakeholders of the regions (clubs) and clubs (members).
- (c) SNZ shall respond in a timely manner to submissions made by regions”.

Manawatu/Auckland

Discussion

Mr Butler spoke on behalf of the board and reinforced their support of the issues raised in the Manawatu remit and the board’s preference that these operational matters were dealt with outside of the constitution. He said they are best addressed if Swimming New Zealand becomes transparent to the entire membership e.g. board minutes, proposals, project vanguard matters and so on are all placed on Swimming New Zealand’s website.

Mr Forsythe spoke on behalf of Swimming Wellington and said that this remit wasn’t about denying Swimming New Zealand the right to communication with members – it was about denying swimmers, coaches and other members the right to communicate with Swimming New Zealand if they chose to.

**The motion was put and it was carried
For 26, Against 12 (Wellington, Canterbury, Otago, NZSCTA)**

Remit 3

The President asked Bronwen Radford to speak to Remit 3 and Mrs Radford said she had nothing further to add to the remit and so:

MOVED

“That rule 8.4(f) be amended to read:

8.4 (f) The collection and submission to SNZ of all its member(s) clubs, together with contact details of all members of those clubs, to enable SNZ to keep an up-to-date and accurate record of its membership in accordance with SNZ’s statutory obligations”

Bay of Plenty/Taranaki

Discussion

Dominic Toomey spoke on behalf of the board reiterating that Swimming New Zealand recognized the frustrations everybody had with the database but stressing the importance of it to the sport.

Mr Forsythe spoke on behalf of Swimming Wellington and said they do not support the remit. He said we live in an age of technology and innovation that was about user generation.

**The motion was put and it was carried
Against 5 (Wellington)**

Remit 4

The President asked Bronwen Radford to speak to Remit 3 and Mrs Radford said she had nothing further to add to the remit and so:

MOVED

“That Rule 9.4 be amended to read:
Every region shall submit to SNZ the contact details (in as much as those details are limited to those required to allow SNZ to meet its statutory obligations) of every member of clubs within their Region no later than 28 days after receiving that information. Every club shall remit to their Regional Association a completed SNZ membership application form for every new member no later than 28 days after a new member joins their club. The region shall forward a copy of the SNZ membership form to SNZ”

Bay of Plenty/Waikato

Discussion

Mr Forsythe spoke on behalf of Swimming Wellington and said that in their view 14 days was more than adequate and the terminology regarding *statutory obligations* was not helpful.

**The motion was put and it was carried
Against 5 (Wellington)**

Remit 5

The President asked Bronwen Radford to speak to Remit 3 and Mrs Radford said she had nothing further to add to the remit and so:

MOVED

“That rule 9.5 be amended to read:

Each Regional Association will exercise their best endeavours to ensure every club remits to their region the information required in 9.4.”

**Bay of Plenty/Nelson Marlborough
The motion was put and it was carried
Against 5 (Wellington)**

Remit 6

The President asked Bronwen Radford to speak to Remit 3 and Mrs Radford said she had nothing further to add to the remit and so:

MOVED

"That Rule 9.6 is amended to read:

A member will be ineligible to compete in any swimming competitions conducted by any Club, Regional Association or SNZ if he/she has not paid to his/her club any club, and / or regional association and / or SNZ membership fees or supplied contact details within 28 days of the dates they fall due"

**Bay of Plenty/Counties Manukau
The motion was put and it was carried
Against 5 (Wellington)**

Remit 7

The President asked Stephen Fryer to speak to Remit 7 and Mr Fryer said he had nothing further to add to the remit and so:

MOVED

"That Rule 12.7 is amended to read:

Minutes of all Board meetings shall be taken and promptly distributed after all meetings to every Director and to Regional Associations and Life members"

**Nelson Marlborough/Manawatu
Carried unanimously**

10. MOTIONS

Motion 1

MOVED

"That whilst there is no recommended increase in the base affiliation fees, regions and clubs are asked to note the impact that the increase in GST to 15% will have on affiliation fees effective from 1 October 2010"

**SNZ/Manawatu
Carried unanimously**

The President reminded regions to advise their clubs of the increase and to note that this applies to all invoice from 1 October 2010 (no pro-rata).

Motion 2

MOVED

"That SNZ not pass onto its membership the pending 2.5% increase in GST (\$.10) effective from 1/10/2010 for the results and awards levy. SNZ will absorb this cost"

**SNZ/Southland
Carried unanimously**

11. AWARDS PRESENTATIONS

The President invited Ian McPhee to present the Swimming New Zealand awards on behalf of Awards' Committee Chair John Mace who was overseas.

While Mr McPhee made his way to the front of the room, the President asked the membership to acknowledge Professor David Gerrard who had recently received a SPARC Lifetime Achievement Award and an Olympic Holder Award.

Mr McPhee then presented the following awards which were approved by acclamation:

Service Awards

**Vicki Ashley, Barbara Linton, Stephen Fryer
Kevin Glentworth, Susan Southgate, Toni
Bayliffe (Grayburn), Alan Draisey, Jill
Vernon, Tonia Wheeler**

Honours Awards

**Monica Cooper, Christiaan Groothoff,
Norman Jeffs, Daniel Clive Wheeler**

Mr McPhee on behalf of the awards' committee asked members to take a look at their membership as the committee is of the view that many others are deserving of awards.

The Swimming New Zealand President then advised that he was honoured to read a citation for Life Membership.

Life Membership

Ian McPhee

He then presented a SNZ Life Membership certificate to Mr McPhee who received a standing ovation. Mr McPhee was honoured, albeit overcome with emotion, and he thanked the awards' committee.

The President then proposed that recognition of these awards may be presented at either the Swimming New Zealand Awards' evenings or the AGM in future and additionally all Awards would be recorded at the AGM. He said he is currently working through the constitutional and process requirements with the Awards Committee to make this change, but the intention was for the Awards Committee to work with staff to try to make the Award to the recipient in person and we would be flexible to make Awards at either the Awards Dinner or the AGM as may suit the circumstance of the recipient. The President also advised the change in custom whereby a member leaves the room before their life membership citation is read. He said the awards' committee agrees that a member should remain in the room to hear the citation for their award. This announcement was greeted by applause from delegates.

12. GENERAL BUSINESS

The President called for items of general business.

a) Project Vanguard

Mr Berge spoke to this item and apologised for the oversight in not coming back to the members for agreement to move to Stage 2.

The original motion from 2008 is:

“That the board appoint a subcommittee consisting of three board members and three nominated regional representatives to review the current regional structure and make recommendations to the board as to how this could be optimised”

Mr Berge tabled a retrospective motion:

MOVED

“That project vanguard seeks the ratification from this Annual General Meeting to continue this process recognising the independent regional funding streams. Any resulting outcomes or recommendations requiring constitutional change will need to be considered and approved by a Special General Meeting of Swimming New Zealand”

Chairman Project Vanguard Committee/Taranaki

Discussion

Swimming Manawatu believes there is a need for change but is not convinced Project Vanguard has a real feel for the grass roots sport in New Zealand and they have too narrow a focus.

Swimming Otago wished to have more detail to be able to consider the issues properly.

Board member Jane Wrightson explained that there is no detail yet, no solution – the point of phase three is to investigate options and to establish if they are sustainable; the detail from those investigations would be provided to the membership to consider.

The President explained that Project Vanguard will not start with a preconceived structure; rather the structure will fall out of its investigations and be the last piece of the puzzle.

Liz Tillman from Swimming Canterbury West Coast said this was her first AGM and that her perception was there was a lack of trust between the membership and the board. Board member Jane Wrightson agreed that this seemed the case, though thought it surprising since the membership has elected the board. She said it was a good board that worked hard for the sport and its members and to do nothing was the worst possible option for the sport.

Board member Ross Butler commented that if members looked at the number of potential members verse the number of actual members it would be obvious that the sport is irrelevant. He said it could stay in a state of irrelevance or it could change – they were the two choices.

John West advised delegates that many years ago when he was President and Chairman Regions were talking about change but since then nothing had been done. He challenged delegates to stop talking about it and just get on with it.

Brian Palmer from Swimming Auckland expressed his personal gratification to Mr Berge for listening and representing the committee's views today for regional approval. He said robustness of accountability had always been his concern but that was being addressed with this process.

Life Member Bill Matson said the fact is it's time to change. The degree and method of change were yet to be determined but he implored the meeting to have the courage to find out what change might look like.

Mark Dingle from Taranaki region said he is fully supportive of change and looks forward to the results of phase three.

Suzanne Speer, a member of the Project Vanguard committee, said the committee structure should be looked as it should be equally weighted with board members and regional delegates.

The President called the discussion to a close.

**The motion was put and it was carried
Against Southland
Abstained Bay of Plenty**

- b) The President then asked Jan Cameron to give delegates an update on the Commonwealth Games' team's preparations for Delhi.

Jan advised the meeting:

- There were 12 swimmers going to Delhi, 3 coaches and 2 sports scientists
- The team would not have a manager but Jan would manage them right up until they arrived in Delhi
- Jan's role upon arriving in Delhi would be commentating for SKY TV
- SPARC would be evaluating the team's performance on world rankings, not medals – for Pan Pacs and the Commonwealth Games
- She said there were eight rookies in the team

- c) Swimming Auckland's Chairman asked Swimming New Zealand to investigate the feasibility of donating any short course swimming meet door entries to Red Cross for the Canterbury earthquake victims.

The President Swimming New Zealand was happy to look at the feasibility of doing this. He also advised that the after party would still be run by AquaGym Swimming Club and was an AquaGym event despite it being held in Wellington.

There was no further business.

The President then commented on John West bringing his resignation from the board forward due to work commitments and he wanted formal recognition for Mr West's for his huge contribution to the Swimming New Zealand Board. He also congratulated Mr West on his appointment to the FINA Open Water Technical Committee and for the tremendous job he did at the Oceania Championships in Samoa in June.

The President then thanked delegates for their support and work throughout the year. He then congratulated Mr McPhee again.

Mr McPhee said he was now more composed and thanked his swimming club, Swimming Wairarapa and his wife Sally.

The President then declared the 120th Swimming New Zealand Annual General Meeting closed at 12pm .

Signed as a true and correct record:

Murray Coulter
Chairman/President

Date:

Matters Arising:

The President has noted on reviewing the minutes that he has omitted to record in the 120th AGM minutes congratulations to both Mr Bill Matson and Mr John Beaumont as recipients of the New Zealand Order of Merit for services to swimming. The President offers his apologies for this oversight.