



**Minutes of Triathlon New Zealand Incorporated
Annual General Meeting**

Date: 29 September 2018 **Time:** 10:30am

Location: Tri NZ Office, AUT Millennium, Auckland

Present: Claire Beard, Jen Gregory, Anna Russell, Bailee Greer, Peter Gibbs, Neil Millar, William Kelsey, Sarah Saunderson-Warner, Glen Yule, Paul Miller, Dave Scott, Chris Randle, Peter Fitzsimmons, Ross Capill, Tony Sangster, Matt McKerron, Garry Boon, Tony Dodds, Tracy Hickman, Garth Barfoot, Arthur Klap, Graham Perks, Lynley Twyman, Carolyn Arthur, David Metcalfe, Stephen Farrell, Brian Boyle, Sierra Ryland, Natalie Smith

Apologies: Terry Sheldrake, Sheryl McLay, Tom Pryde, Brendon McDermott, Ginge Burnett, Evelyn Williamson Jo Tisch, Marisa Carter, Bruce Chambers, Hibiscus Coast Harriers, Oamaru Tri Club, Southland Tri Club, John Scott, Eastland Triathlon & Multisport Club

Welcome	
	<p>Graham Perks welcomed all in attendance and made a special welcome to Life Members Terry Sheldrake, John Hellemans, Tom Pryde, Garry Boon, Peter Fitzsimmons and Bruce Chambers.</p> <p>Confirmed we have a quorum (20+)</p> <p>The meeting was called to order at 10:45am</p> <p>Asked if there are any items to add to general business: Steve Farrell – Cost of attending World Champs.</p>
Confirmation of Minutes of the 2017 Annual General Meeting	
Matters Arising	<p>Moved that minutes (in the Annual Report) be accepted</p> <p>Moved: Neil Millar Seconded: Arthur Klap Carried</p>
President Report	
Graham Perks	<ul style="list-style-type: none"> • Mentioned there was a key correction noted pre-meeting – Gary Boon and Peter Fitzsimmons to be added to the Life Member list in Presidents Report. This has been amended in electronic version and in the copies distributed today • Mention of Life members – Terry Sheldrake, John Hellemans, Tom Pryde, Garry Boon, Peter Fitzsimmons and Bruce Chambers who continue to support the Board and Management Team. • Thanks to the board to their significant contribution throughout the year • Thanks noted to all the Tri NZ staff • Thanks to volunteers, Technical Officials, event providers, race marshall's and coaches that we rely on so much. • A special thanks to all our partners and sponsors • A big thank you to the clubs and community

CEO Report	
Claire Beard	<ul style="list-style-type: none"> • Thanks to the Board who have been incredibly supportive over the last 12mths • A big thank you to all the Tri NZ staff • Thank you to all our major sponsors and funders for all their ongoing support. Special mention to Suzuki who have been our Partner for 11 years • Thanks noted to our Life members, volunteers and Technical Officials • Thanks to our amazing community and Clubs • <p>Current staff structure 4x full time and 4x part time. Mark Elliott resigned.</p> <p>Key deliverables over the last 12 months:</p> <ul style="list-style-type: none"> • New office • Setup new policy framework • Complete strategy refinement • Review constitution • Change event framework • Health and Safety review • Insurance changes and risk mitigation • Resigned with HoT, CUBE, ASICS, Dot Kiwi • New Sponsor – Staples Rodway • Improved board papers and organisational transparency • Solvency and all auditors feedback competed • Significant rebuild of cash reserves, coaching programme overhaul • Athlete welfare project • Working in partnership with Shanelle Barrett to secure World Cup in New Plymouth for another 3 years.
Consideration of Annual Report	
	<p>Moved that read and accepted</p> <p>Moved: Natalie Smith Seconded: Ross Capill Carried</p>
Consideration of Audited Financial Accounts	
	<p>In the absence of Brendon McDermott the Chair of our Finance and Risk Committee, Claire Beard presented the positive financial result for 2018.</p> <ul style="list-style-type: none"> • Clean audit, no major management notes • Key risk HPSNZ funding is up for review December 2018 <p>Question noted regarding production expenses and where was it made. Clarity was provided by Claire Beard that production expenses were made with staffing, accounting, investment and no event expenses.</p> <p>Arthur Klapp wanted to acknowledge financial improvements and admin</p> <p>Moved: Glen Yule Seconded: Tony Sangster Carried</p>
Annual Membership Fees for 2018/19 Season	
	<p>Tri NZ Membership Fees:</p> <p>Adult (23+) = \$25 Youth (16-23) = \$20 Child (<16) = \$10 Social = \$10</p> <p>One Day Membership Fees:</p> <ul style="list-style-type: none"> • Long-distance events (3.8km swim/180km bike/42.2km run) = NZD\$25 • Middle-distance events (1.9km swim/90km bike/21.1km run) = NZD\$20 • Olympic-distance or mid-distance events (incl. off-road, duathlon) = NZD\$10 • Sprint-distance, short-distance or school's events (incl. off-road, aquathlon, duathlon) = NZD\$35

- Coaching Membership fee = \$35
- Club affiliation fee = \$250 (if private event provider included in EAS fee – subsequent year/same event \$100)

Questions:

What are we getting in return for sanctioning/endorsement fees. Is insurance included?
 Why social membership? Noted it benefits being a member but not contributing to the sport
 U23 subscription ITU align with what clubs were after?
 \$50 direct membership fee not on the list? Noted that it was an error this was not included.

Moved: Tony Sangster
Seconded: Ross Capill
Carried

Proposed Constitutional Changes

Claire Beard presented the proposed constitutional changes.

Why constitutional changes?

- Tri NZ want to be a lead and enable organisation
 - Tri NZ strategy developed
 - We want to push the resourcing out to our network
- We struggle to get a quorum at each AGM and voting on board members
- We are voting in activity that clubs are required to implement with them not having any formal voice
- Sport is changing – participation in sport and recreation is declining. We need to work together to ensure our sport is healthy.

Limitations

- We do not have funding, capability or resources to maintain CRM system for this model to work
- With members not engaged we don't feel like we can create a strategy that reflects need of community

Questions:

How do coach groups fall under constitution?

Criteria for Clubs to be affiliated is it same for event providers?

Do board review events? Noted that events are approved by the Board, there is a criteria.

Timing not great before World's. Noted by Claire that AGM, Auditing in August, Worlds has to be setup before Nov 1 and we acknowledge the limitations.

Not sure about 1 nomination per club. Should be tiered version for board voting

Ross – Formal review of board one vote/one club before next AGM (and tiered voting review) to ensure it is meeting purpose and concerns are eliminated.

Sarah Saunderson-Warner - Consideration of club advisory group to be part of changes in the constitution.

The Triathlon New Zealand Membership resolve to adopt the revised constitution tabled and dated September 2018:

26 - Present members

18 - Proxy's

44 - Total voting members

30 - Votes to go through

31 - For

10 - Against

2 - Abstained

Moved: Glen Yule
Seconded: Neil Millar
Carried

Break for Lunch 12:38pm	
General Business	
	<p>World Champs compulsory uniforms.</p> <p>Questions:</p> <p>We have stacks of World Champs uniforms. Can we not keep them simple black/white with NZ logo to keep costs down? Can we keep the uniform the same for the next 5 years? Age group athletes don't need name on the uniform. This can cut down costs Change contract in future to cut costs?</p> <p>Noted by Jen that we have contractual constraints until 2020. ITU approved the uniform and we have limitations to changing the uniform. We are dedicated to cutting down costs and we're identifying issues and taking little steps until 2020.</p> <p>Ross – Would like to nominate Arthur Klapp as a Life Member</p> <p>Moved: Ross Capill Seconded: Graham Perks Carried</p>
Appointment of Patron – Garth Barfoot	
	<p>Moved: Natalie Smith Seconded: Lynley Twyman Carried</p>
Appointment of Auditor – RSM Hayes	
	<p>Moved: Tony Sangster Seconded: Anna Russell Carried</p>
Appointment of Honorary Solicitor	
	<p>Any nominations? No comment</p>
Confirm no change to the names of the Officers elected and appointed to serve on the Board for the 2018/19 year	
	<p>No changes</p>
Meeting Closed	
	<p>The President Graham Perks thanked all those present for attending.</p> <p>There being no further business the meeting closed at: 2.01pm.</p>

Graham Perks
President
Triathlon New Zealand