



**DRAFT Minutes of the 130th Swimming New Zealand
Annual General Meeting**

(To be approved and adopted at the 2021 AGM)

Held via Zoom on Wednesday 30 September from 7.30pm.

PRESENT:

Board	
David Gerrard	President
Nick Tongue	Board (Chair)
Anna Tootill	Board (Deputy Chair)
Bruce Cotterill	Board
Donna Bridgman	Board
Wayne Rollinson	Board
Lauren Boyle	Board Apprentice Member
Regional Voting Delegates	
Shirley McKay	Auckland
Bronwen Radford	Bay of Plenty
Kim Berquist	Canterbury West Coast
Alastair Bates	Counties Manukau
Deb Mahony	
Sue Hewitt	Hawkes Bay Poverty Bay
Andrew Bull	
Dianne Farmer	Manawatu
Lees Seymour	Nelson Marlborough
Joanna Hodson	Northland
Ali Hill	Otago
Yvonne Fox	Southland
Kayanna Keenan	Taranaki
Gavin Ion	Waikato
Staff	
Steve Johns	CEO
Peter Carroll	Finance Manager
Andy Kent	Head of Participation
Davin Bray	Head of Education & Water Safety
Amber Piggott	Database Administrator
Judy Tipping	Education & Water Safety Advsior
Guests	
Andrew Kelleher	Eyad Masoud
Brett Green	Geoff Sibun
Dave Crampton	Glenn Hamblyn
Dennis Curtis	Holly Cassin
Donna Bouzaid	Jacqui Margerison



Jeannie Sibun	Karen Nixon
John West *	Kerren Keach
Brandon Mutch	Leslie Huckins *
Paul Kent	Mark Saunders *
Roger Twose	Tania Stockman
Waric Cross	
Apologies	
Margaret McKee	
Clive Power *	
Marie Baker, RLSSNZ	
Jess Rule	
Dave Horn	
* Life Member	

1. WELCOME AND OUTLINE OF THE AGENDA:

Swimming New Zealand President, Professor David Gerrard (the President) opened the 130th Annual General Meeting and started with a welcome to all (regional delegates, guests, the SNZ Board and SNZ Staff) and an overview of the agenda for the meeting.

The President acknowledge that the meeting was being held via Zoom for the first and thanked everyone for their patients as we worked through the AGM via this medium.

2. BOARD INTRODUCTION:

The President introduced the Swimming New Zealand Board members that were present at the meeting and thanked them for their stewardship of the organisation over the past challenging 12 months.

3. CONFIRMATION OF VOTING DELEGATES:

The President asked the CEO to take a roll call of regional voting delegates and in doing so, confirmed that the meeting had a quorum.

4. MEETING PROCEDURAL RULES:

The President then outlined the procedural rules for the meeting and asked if there were any questions for clarification. There were none.

5. APOLOGIES:

The President asked the CEO to read out the list of apologies that had been received prior to the meeting and then asked if there were any additional apologies from the floor. Apologies received were:

Clive Power, SNZ Life Member
 Margaret McKee, SNZ Board Member
 Jess Rule
 Dave Horn

"That the apologies be accepted."
 Moved: Manawatu / Seconded: Waikato
UNANIMOUSLY CARRIED



6. IN MEMORIAM:

The President spoke to the passing of New Zealand's only female Olympic swimming medallist, Jean Hurring, who passed away during the year and asked if there were any other notable members that the meeting should also acknowledge, there were none.

The President asked the meeting to observe a moments silence of respect and remembrance.

7. CONFIRMATION AND ADOPTION OF THE MINUTES OF THE 2019 AGM:

The President asked that the minutes of the 2019 Annual General Meeting of Swimming New Zealand, held Sunday 29th September 2019, be approved and adopted.

"That the minutes of the 2019 Swimming NZ AGM be approved and adopted as a true and accurate record of that meeting."

Moved: Manawatu / Seconded: Hawkes Bay Poverty Bay
UNANIMOUSLY CARRIED

There were no amendments or matters arising from the minutes.

8. ANNOUNCEMENT OF THE ELECTED AND APPOINTED BOARD MEMBERS:

The President asked the CEO to formally announce the outcome of the 2020 Board Election/Appointment process.

The CEO advised the meeting that **Nick Tongue** had been elected by regions for a further three year term on the Board and **Andrew Kelleher** had been appointed by the Board Appointments Panel for his first three year term on the Board.

9. ADOPTION OF THE 2020 ANNUAL REPORT AND FINANCIAL STATEMENTS:

The President introduced the 2020 Annual Report and thank Swimming NZ Communications Manager, Lucy Mills, for her efforts compiling the report and producing it inhouse.

- The **President** spoke to his report and asked for any questions, there were none.
- The **Board Chair** spoke to the Board and CEO report and asked if there were any questions, there were none.
- The **CEO** spoke to the Board and CEO report and asked if there were any questions, there were none.
- The **Chair of the Audit & Risk Committee** spoke to the Financial Statements and received the following questions/comments:
 - **Canterbury:**
Kim Berquist asked if the \$4 recorded in the Statement of *Comprehensive Revenue and Expenses Report* correct or an error. Swimming NZ's Finance Manager responded that the figure was correct.
 - **Nelson/Marlborough:**
Lees Seymour expressed his regions thanks to the Board and Executive for their management of the organisation's finances throughout a very difficult period.



There being no more questions relating to the Annual Report and Financial Statements, the President asked that the reports be adopted.

"That the 2020 Annual Report and Financial Statements be adopted."

Moved: Auckland / Seconded: Waikato
UNANIMOUSLY CARRIED

10. CONFIRMATION OF THE AUDITOR FOR THE 2020/2021 YEAR:

The President asked Anna Tootill, Chair of the Audit & Risk Committee, to address the meeting on the proposed change of auditor for the 2020/2021 year.

Ms Tootill explained that current auditors, Deloitte, had advised Swimming NZ that it would no longer be conducting auditors for small not-for-profits given the impact of Covid-19 on its ability to bring a suitable number of auditors into New Zealand to meet its workload demands. It was for this reason, that Swimming NZ sorted out a new auditor for the 2020/2021 with the Board moving to appoint BDO NZ for the new financial year.

"That BDO NZ be appointed auditor for the 2020/2021 Financial Year."

Moved: the Board / Seconded: Canterbury
UNANIMOUSLY CARRIED

11. GENERAL BUSINESS:

There were no items of general business received.

12. SWIMMING NZ SERVICE AWARDS:

The President acknowledged the work of the Swimming NZ Honours and Awards Committee and announced those members who are to receive a Swimming NZ Service Award or Honours Award this year. The committee being:

John West (Chair); Marlene Morrison; Dianne Farmer; Lyn Sutherland; Carlrine Gillespie

Service Award Recipients:

Elizabeth (Liz) Furey	Northland
David Ormsby	Canterbury
Debbie Rahurahu	Canterbury
Mark Crashley	Canterbury
Trevor Nicholls	Manawatu
Linda Bulman	Waikato

Honours Award Recipients:

Toni Bayliffe	Auckland
Susan Southgate	Taranaki

Volunteer of the Year – The Jackie Clarke Award:

Beth Finer	Bream Bay Swimming Club / Northland
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13. ELECTION OF PRESIDENT:

The President vacated the Chair to allow Swimming NZ Board Chair, Nick Tongue, to conduct the election of the President.

Mr Tongue spoke to the Board's unanimous recommendation that Professor David Gerrard be re-elected President of Swimming NZ for a further one-year term and spoke to the incumbents outstanding contribution that he had made to the board and other areas of Swimming NZ's operation over the past 12 months and put the motion to the floor:

"That Professor David Gerrard be re-elected President of Swimming NZ for a further one-year term."

Moved: the Board / Seconded: Manawatu
UNANIMOUSLY CARRIED

The Chair congratulated the President on his appointment and the President resumed the Chair.

14. SPECIAL PRESENTATION:

The President invited the Board Chair to make a special presentation.

The Board Chair announced that Bruce Cotterill was leaving the board at the conclusion of the AGM having completed the maximum three consecutive terms on the Board, including two years as Deputy Chair and six years as Chair.

The Board Chair acknowledged the immense contribution that Bruce had made to the organisation during his tenure on the board particularly during the difficult period that followed the Moller report and his contribution and leadership in the governance and financial/commercial space.

The Board Chair commented that typical at this time a suitable presentation would be made to Bruce but give the meeting was being conducted via Zoom, this would be done at a suitable time in the further.

The meeting responded with suitable acclamation.

15. CLOSE OF MEETING:

There being no further formal business of the meeting, the President once again thanked everyone for their attendance and participation and formally closed the meeting at 8.32pm.

