



**DRAFT Minutes of the 134<sup>th</sup> Annual General Meeting**  
**Held on Sunday, 29 September 2024, 3.00pm**  
**At the Sudima Auckland Airport Hotel.**  
**TO BE APPROVED AT THE 2025 AGM**

**List of Attendees and apologies:** Please refer to the appendix at the end of the minutes.

**1. Welcome by the President:**

The President welcomed everyone to the 134<sup>th</sup> AGM of Swimming NZ with particular mention to Life Member Ron Clarke, NZ Swimmers Trust Trustee Brian Tong and SNZ Board members Anna Tootill (Chair), Wayne Rollinson (Deputy Chair), Tim Bowen, Kate Holtmeier and Debbie Pattullo.

The President asked the Board Chair to say a Karakia.

**2. Confirmation of Voting Delegates**

The CEO held a roll call of regional voting delegates and confirmed a quorum of voting members present.

**3. Apologies**

The President asked the CEO to read the list of apologies received before the meeting and called for any further apologies. The apologies were received and accepted (recorded at the end of the minutes).

**Moved:** Swimming Manawatu

**Seconded:** Swimming Wellington

**CARRIED.**

**4. In Memoriam:**

The President asked the CEO to read the names of those former members who had passed away over the previous year, which should be recorded in the Minutes and asked if there were any other names to be remembered. The President asked that a moment of silence be observed to recognise the following:

- Clive Wheeler (Taranaki)
- Jacqui Stanely (Waikato)
- Jeannie Sibun (Counties Manukau)

**5. Confirmation of Adoption of the Minutes of the 2023 AGM:**

The President asked that the Minutes of the 2023 Annual General Meeting of Swimming New Zealand held on 24 September 2023 be approved and adopted as a true and accurate record of that meeting.

**Moved:** Swimming Nelson / Marlborough

**Seconded:** Swimming Canterbury / West Coast

**CARRIED.**

**6. Matters arising from the previous minutes:**

Nil.

**7. Confirmation of the Elected and Appointed Board Members for the 2024/2025 Year:**

The President asked the Board Chair to confirm that the following appointments had been made:

- Nathan Thomas Elected 3 year term
- Kate Holtmeier Appointed 3 year term
- Hannah Doney Appointed 1 year term

The Board Chair acknowledged and thanked the Board Appointment Panel for their work in conducting this year's appointment process.

All three new Board members made a brief statement to the meeting.

**8. Adoption of 2024 Annual Report and Financial Statements:**

The President asked the Board Chair and CEO to speak to the 2024 Annual Report and Financial Statements.

The Board Chair and CEO addressed the meeting, outlining the organisation's key achievements and challenges for the year. The CEO spoke to the Financial Report.

The President asked that the 2024 Annual Report and Financial Statements be approved.

**Moved:** Swimming Wellington

**Seconded:** Swimming Manawatu

**CARRIED.**

The CEO briefly addressed the meeting, acknowledging that the AGM would be the last for the outgoing President. He thanked Jaynie for her three years of service and commitment to the role and the Board. The CEO also acknowledged that the AGM was the last meeting for the outgoing Board Chair after nine years of service on the Board, the last as Chair. The CEO thanked Anna for her commitment to the organisation and Board.

A small presentation was made to Jaynie and Anna, followed by an acclamation from the floor.

**9. Confirmation of the Auditor for the 2024/2025 Year:**

The President advised the meeting that **the Board moves** that BDO Tauranga be retained as the organisation's auditors for the 2024/2025 year and asked if there was a seconder:

**Moved:** The Board

**Seconder:** Swimming Auckland

**CARRIED.**

**10. Alteration to the Swimming NZ Constitution:**

The President acknowledged that the Board had agreed to remove the proposed Constitution amendments from the agenda to be approved by a future Special General Meeting.

**11. GENERAL BUSINESS**

The President asked Swimming Auckland to speak to their General Business Item. The Swimming Auckland Chair acknowledged the robust discussion that had occurred at the Regional Forum before the AGM and **moved that** “Swimming NZ send a letter to all registered swimmers advising that due to the cessation of the Records and Rewards Policy, registered swimmers be given the option to receive a refund of their \$5.50 levy or donate it to the NZ Swimmers Trust.”

**Moved:** Swimming Auckland  
**Seconded:** Swimming Manawatu  
**CARRIED**

**12. Election of President**

The President confirmed the Board’s recommendation that Ron Clarke be elected President of Swimming NZ for a one-year term to commence at the conclusion of the AGM.

**Moved:** The Board  
**Seconded:** Swimming Waikato  
**CARRIED.**

The outgoing President congratulated Ron on his election and wished him all the very best in the role. Ron briefly addressed the meeting, thanked the delegates for their support, and said he was honoured and excited about the role.

**13. MEETING CLOSE**

There being no further business, the President once again thanked everyone for their attendance and participation and formally closed the meeting at 3.33pm.

**MINUTES TO BE APPROVED AND ADOPTED AT THE 2025 AGM**

## ATTENDANCE REGISTER:

### 1. Voting Delegates:

Region	Delegate 1	Delegate 2
Auckland/Northland	Shirley Mackay	Claudia Hill
Waikato	Darren Ward	Debra Mahony
Bay of Plenty	Lorin Martin	Karen Nixon
Hawkes Bay/Poverty Bay	Keith Bone	
Taranaki	Carol Powell	
Manawatu	Dianne Farmer	
Wellington	Mike Heath	
Nelson/Marlborough	Stephen Bayley	Peter Harman
Canterbury/West Coast	Rhys Pryde-Wall	
Otago	Elizabeth Soal	
Southland	Emma Shaw	

### 2. In Attendance:

Anna Tootill	SNZ Chair
Wayne Rollinson	SNZ Deputy Chair
Tim Bowen	SNZ Board
Debbie Pattullo	SNZ Board
Kate Holtmeier	SNZ Board
Steve Johns	SNZ CEO
Ron Clarke	Life Member
Hannah Doney	Incoming Board member
Brian Tong	NZ Swimmers Trust
Daniel Fulton	Swim Coaches and Teacher Association
Sue Hewitt	Swimming Hawkes Bay / Poverty Bay
Peter Carroll	SNZ Finance Manager

### 3. Apologies:

David Gerrard	Life Member
Mary McFarlane	Life Member
John West	Life Member
Leslie Huckins	Life Member
Pip Jamieson	SNZ Board
Richard James	Swimming Canterbury Chair