



**Minutes of the 133rd Annual General Meeting  
Held on Sunday, 24 September 2023, 3.00pm  
At the Miramar Golf Club, Wellington**

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

**1. Welcome and outline of the agenda:**

The Swimming New Zealand Chair, Nick Tongue, opened the 133<sup>rd</sup> Annual General Meeting with a karakia and thanked everyone for their attendance and introduced the SNZ Board members present.

**2. Approval of the AGM Chair:**

Nick advised the meeting that SNZ President Jaynie Hudgell was travelling in Europe; therefore, a new meeting Chair would need to be approved.

**The Board moved** that Nick Tongue be approved to Chair the meeting.

**Seconded:** Swimming Waikato

**CARRIED.**

Nick assumed the Chair for the meeting.

**3. Welcome by the President:**

A video message from the President welcoming everyone to the meeting and outlining a successful year in review was played at the meeting.

**4. Confirmation of Voting Delegates**

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

**5. Apologies**

The Chair 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 Auckland

**Seconded:** Swimming Manawatu

**CARRIED.**

**6. In Memoriam:**

The Chair 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 Chair asked that a moment of silence be observed to recognise the following:

- Kevin Reade (Bream Bay)
- Yvonne Howe (North Wave)
- Gary Fernandez (Auckland)
- Elizabeth Mckenna (region TBC)
- Bunny Honiss (Wellington)

**7. Confirmation of Adoption of the Minutes of the 2022 AGM:**

The Chair asked that the Minutes of the 2022 Annual General Meeting of Swimming New Zealand held on 18 September 2022 be approved and adopted as a true and accurate record of that meeting.

**Moved:** Swimming Nelson/Marlborough

**Seconded:** Swimming Auckland

**CARRIED.**

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

That the Swimming Manawatu delegate be amended to record Dianne Farmer as the delegate in attendance. The Chair confirmed that this amendment would be made.

**9. Confirmation of the Elected and Appointed Board Members for the 2023/2024 Year:**

The Chair confirmed that the following appointments had been made:

- Tim Bowen Elected 3-year term
- Pip Jamieson Appointed 3 year term
- Debbie Pattullo Appointed 2-year term
- Kate Holtmeier Appointed 1 year term

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

**10. Adoption of 2023 Annual Report and Financial Statements:**

The Chair spoke to the Governance Report, ending with his acknowledgement and thanks to Donna Bridgman for her five years of service on the Board as she retires from the Board this year. This was met with enthusiastic acclamation from delegates.

The CEO spoke to the Operational Report, ending with his acknowledgement and thanks to Nick Tongue, who concludes 9 years of service on the Board, four of those as Chair, at the end of the meeting. The CEO acknowledged Nick's absolute commitment to the Board throughout his 9 years of service and thanked him for his support, leadership and guidance over the past four years. This was met with enthusiastic acclamation from delegates.

As Chair of the Audit & Risk Committee, Donna Bridgman spoke to the Financial Report, including outlining the work undertaken by the Committee in relation to Health & Safety and Risk Management. Donna acknowledged the work undertaken by the CEO and Management team to navigate the organisation through challenging financial times and to Finance Manager, Peter Carroll, for preparing the accounts for a very successful audit.

The Chair asked if there were any questions relating to any of the reports – there were none. However, Swimming Northland Chair, Jess Morgan-French, acknowledged the exceptional job that Nick Tongue had done in conducting himself as Board Chair over the past four years, and she wished him all the very best for the future, given this was his last year on the Board. This was met with enthusiastic acclamation.

The Chair thanked Jess for her kind words and asked that the 2023 Annual Report and Financial Statements be approved:

**Moved:** Swimming Wellington

**Seconded:** Swimming Waikato

**CARRIED.**

**11. Confirmation of the Auditor for the 2023/2024 Year:**

The Chair advised the meeting that **the Board moves** that BDO Tauranga be retained as the organisation’s auditors for the 2023/2024 year and asked if there was a seconder:

**Secunder:** Swimming Canterbury/West Coast  
**CARRIED.**

**12. GENERAL BUSINESS**

The Chair advised that no items of General Business were submitted for discussion.

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

The Chair spoke to the two amendments to the Swimming NZ Constitution that had been circulated with the agenda, noting that both had been discussed in detail at the last Regional Chairs Zoom call.

**1. Membership Categories:**

**The Board** moved that the amendment to Rule 6.1 be approved.

**Seconded:** Swimming Auckland

The Chair asked if there were any questions. There were none, so he put the motion to the vote.

**CARRIED** unanimously.

| <b>Current Clause:</b>   | <b>NEW CLAUSE:</b>  |
|--|---|
| 6.1 The Members of SNZ are:<br>a. swimmers who are members of a Member Club or Region and who are eligible to compete in national, regional or inter-club competitions which are on the annual national or Regional competitive calendar.<br>b. Elite HP Swimmers, coaches of Member Clubs or coaches of Elite HP Swimmers, who are members of a Member Club or a Regional Association;<br>c. Regionally or nationally qualified inspectors of turns, judges of stroke, starters and referees, who in each case are members of a Member Club or a Regional Association;<br>d. Life Members, being SNZ Life Members or Regional Association Life Members (excludes Club Life Members);<br>e. members of a Member Club who are not included within any of Clauses 6.1a,b,c or d;<br>f. SCTNZ;<br>g. Regional Associations as set out in rule 8; and<br>h. Member Clubs as set out in rule 9. | 6.1 The Members of SNZ are:<br>a. All swimmers, coaches, regionally or nationally qualified technical officials, club members, life members [excluding club life members] who are respectively members of member clubs or regional associations;<br>b. members of a Member Club or Regional Association who are not included within any of Clauses 6.1a;<br>c. recreational swimmers who are not members of a Member Club or Regional Association but participate in a nationally or regionally sanctioned event and have accepted membership of Swimming NZ;<br>d. Regional Associations as set out in rule 8; and<br>e. Member Clubs as set out in rule 9.<br>f. NZSCTA |

## 2. Casual Vacancies on the Board:

The Board moved that the amendment to Rule 12.11 be approved.

**Seconded:** Swimming Hawkes Bay/Poverty Bay.

The Chair asked if there were any questions. There were none, so he put the motion to the vote.

**CARRIED** unanimously.

| Current Clause:  | NEW CLAUSE:  |
|--|--|
| 12.11 Casual vacancies are dealt with as follows:<br><br>a. the Board may fill casual vacancies on the Board (including those arising because insufficient candidates are elected or appointed under rules 12.5 or 12.6. | 12.11: Casual vacancies are dealt with as follows:<br><br>a. the Board must fill casual vacancies on the Board (including those arising because insufficient candidates are elected or appointed under rules 12.5 or 12.6 within 6 months of the vacancy arising or at the next AGM, whichever comes first;<br><br>b. in the event of a casual vacancy, the Board may continue to govern, providing there are sufficient Board Members to form a quorum in accordance with clause 13.4 |

## 14. Election of President

The Chair confirmed the Board's unanimous recommendation that Jaynie Hudgell be re-elected as President of Swimming NZ for a further one-year term.

**Moved:** The Board

**Seconded:** Swimming Otago

**CARRIED.** Unanimously

## 15. CLOSE

There being no further formal business of the meeting, the Chair once again thanked everyone for their attendance and participation and formally closed the meeting at 3.43pm.

**TO BE APPROVED AND ADOPTED AT THE 2024 AGM**

## ATTENDANCE REGISTER:

### 1. Voting Delegates:

| Region                 | Delegate 1         | Delegate 2     |
|------------------------|--------------------|----------------|
| Northland              | Jess Morgan-French |                |
| Auckland               | Shirley Mackay     | Kate Griffiths |
| Waikato                | Gavin Ion          |                |
| Bay of Plenty          | Darren Walsh       | Karen Nixon    |
| Hawkes Bay/Poverty Bay | Jacqui Margerison  | Sue Hewitt     |
| Taranaki               | Apology            |                |
| Manawatu               | Sarah Laurence     | Dianne Farmer  |
| Wellington             | Nathan Thomas      | Angus Pashley  |
| Nelson/Marlborough     | Lees Seymour       | Peter Harman   |
| Canterbury/West Coast  | Rhys Pryde-Wall    |                |
| Otago                  | Nigel Ellett       |                |
| Southland              | Apology            |                |

### 2. In Attendance:

|                 |                      |
|-----------------|----------------------|
| Nick Tongue     | SNZ Chair            |
| Anna Tootill    | SNZ Deputy Chair     |
| Donna Bridgman  | SNZ Board            |
| Pip Jamieson    | SNZ Board            |
| Debbie Pattullo | SNZ Board (incoming) |
| Steve Johns     | SNZ CEO              |

### 3. Apologies:

|                 |                                |
|-----------------|--------------------------------|
| Jaynie Hudgell  | SNZ President                  |
| Clive Power     | Life Member                    |
| Ron Clarke      | Life Member                    |
| Mary McFarlane  | Life Member                    |
| John West       | Life Member                    |
| David Gerrard   | Life Member                    |
| Wayne Rollinson | SNZ Board                      |
| Mark Pirikahu   | SNZ Board                      |
| Sophie Pascoe   | SNZ Board (Associate Director) |
| Richard James   | Canterbury/West Coast          |
| Trace Knofflock | Taranaki                       |
| Emma Shaw       | Southland                      |