



## **ANNUAL GENERAL MEETING**

Sunday 21 August 2022

3.00pm

**Meeting opened:** 15.14

Welcome and apologies

**Committee attended:** Bill Lomas (Chair), Amber Hall (Secretary), Chris Stone, Holly Claeys, Robin Donnell, Lynn McCorquindale

**Members attended:** Liz Butcher, Umar Ali, Sandy Timoti, Rachael Lee, Steven Lee, Lorraine Bailey, Deb Stevens, Alisha Perry, Linley Scott

**Apologies:** Marion Hammond (Treasurer), Kate Woods Myer, Adrian Grant, Wendy Davis-Roberts

### **Summary of the minutes from the last Annual General Meeting, Sunday 22 August 2021**

**ACTION:** two small amendments to be made (Amber)

1. Under: General Business > Andrew Watson: membership fees > last bullet point, add "increase" to end of sentence
2. Under: General Business > Ricky Greaves: How long is the building site going to be there for > third bullet point, add "available" to end of sentence

*Motion for approval of last minutes, on the basis that the two above amendments be included.*

*Moved: Bill Lomas*

*Seconded: Robin Donnell*

*No objections. Motion carried.*

### **Chair's Report**

Bill Lomas presented his report (see attached).

For noting, Bill confirmed he is stepping down from his role of Chair of the Committee.

For noting, Bill will still be a Committee Member to ensure a smooth handover to the new Chair.

*Motion for approval of Chair's Report*

*Moved: Bill Lomas*

*Seconded: Holly Cleays*

*No objections. Motion carried.*

Chris Stone asked that a show of thanks to Bill be noted in the minutes for his efforts during his time as Chair over the last four years (particularly through the last two, having to navigate the challenges of the Covid-19 pandemic). Thanks Bill.

### **Treasurer's Report**

Bill presented the Treasurer's Report in Marion's absence (see attached)

Query raised, around Reps Fees, require further clarification of why there's no figures in the Analysis of Revenue

**ACTION:** Above query to be passed on to Marion Hammond for her to respond on her return from overseas (Amber).

For noting, a lot of our assets are fully depreciated now.

*Motion for approval of Treasurer's Report, on the basis that the Reps Fees query is responded to appropriately.*

*Moved: Robin Donnell*

*Seconded: Lynn McCorquindale*

*No objections. Motion carried.*

### **Election of Committee Members and Officers**

- **Chair:** Holly Cleays, nominated by Gary Sin (ZoMBIES) and seconded by Bill Lomas (Lion). Holly accepted the nomination and role.
- **Safety Officer:** Steven Lee, nominated by Umar Ali and seconded by Hana Solomon (both Steel Dragons). Steven accepted the nomination and role.
- **Committee member:** Catherine Ross, nominated by Polly Kenrick (Lion) and seconded by Holly Cleays. Catherine not in attendance at today's meeting.
  - **ACTION:** Holly to get in touch with Catherine to discuss which role would suit and whether she accepts the nomination.
- **Regional Sweep Coordinator:** Chris Stone, nominated by Steven Lee (Steel Dragons) and seconded by Holly Cleays. Chris accepted the nomination and role.

Holly Cleays asked that we formally acknowledge that in the Events space, Liz Butcher will be helping as Volunteers Manager, and Lianne Cordeaux has also joined the Events team as Events Administrator. Thanks to Holly, Steven, Catherine, Chris, Liz and Lianne.

### **Setting of the Membership Fee**

For noting, this year we'll be maintaining the current membership fee of \$30, which will now be broken up as:

- ADBA \$20
- NZDBA \$10 – "Capitation fee"

It will be clearly articulated when you register on the new website (demonstrated by Chris later in the meeting)

Up until this year, we've retrospectively paid a fee per team to NZDBA.

## **General Business**

### **Start-line Rule Discussion**

The Committee sought feedback on whether what we currently do to police infringements for social race events is enough or if there are other approaches that the membership would like us to look into.

Discussion notes:

Questions Asked

- Currently our position is to take an education approach.
- Do we need to set a specific number of start-line faults, then DQ?

- Should we name and shame, using a second iPad at start line?
- Outcomes:
- A lesson for the race officials was figuring out the best spots to set the start line that can be called from the shore
- Technically, sweeps can be dropped down a qualification level if they keep fouling at the start line
- More emphasis on training sweeps at the beginning of the season.
- The event pack needs to clearly define “this could happen”
- No allowance for dawdling when loading on shore.
- NZDBA requires L3: How do we progress our L2s
  - NZDBA - We have a Record of Past Learning (RPL) pathway in the rules
  - Do the mileage, setting up courses etc

**ACTION:** Committee to take feedback away and work through some updates. We will share our suggested approach on the Leaders group on Facebook.

### **Demonstration of the new website and registration system**

Chris Stone took attendees through a demonstration of Revolutionize Sport, our new registration platform and website. High level notes from the demonstration:

- It is an all of sport tool that includes finance, paddler registration, race team registrations, regatta paddler loading ID, injury statements, learning modules, race times, Next of Kin details, potential for merch shop, surveying of paddlers, open rates for emails.
- We wouldn't need to use ID Cards anymore
- Team Managers will have access to be able to see their team's details
- By all of sport, we mean NZDBA > then ADBA would be a subset of that > and then there's potential for Club level subset (e.g. Lion)
- If you have questions, please let Chris know (feel free to email [secretary@adba.co.nz](mailto:secretary@adba.co.nz), Amber will pass questions on)
- If your teams are interested (in Team Level), let Chris know (see above bullet). Teams would need to pay their own way for that service this year, but NZDBA are looking into whether to negotiate a group deal for club level.
- When it's live (we'll keep you posted) you'll be able to search Revolutionize Sport / NZDBA to access it.

### **Part time ADBA Administrator**

The Committee will hire a part time administrator to help run our sport. High level notes from the discussion:

- It would be a paid role, we'll develop a job description and job ad that will be shared with the membership
- Holly as the new Chair will finesse what we're looking for in a candidate
- We'll advertise to our community first, then out to seek if we can't get someone within our community
- We have a couple of revenue avenues that could support it: Corporate events we get about \$7,000 per event. Corporate nights = \$499 for a boat.

Liz Butcher asked that a show of thanks be noted in the minutes to the committee volunteers for their efforts over the past year. Thanks Committee Members.

Finally, a thank you must go to Robin for kindly organizing for us to host this year's AGM at her work's offices. Thanks Robin.

**Meeting closed: 16.20**