



## MINUTES OF THE 17<sup>TH</sup> ANNUAL GENERAL MEETING OF CYCLING NEW ZEALAND

Held by Zoom, video conference

24th May, 2020

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*Meeting commenced 11:36am*

The Chair (Tony Mitchell) welcomed all attendees and introduced the board members.

### 1. ATTENDANCE AND APOLOGIES

#### **Cycling New Zealand Board Members in attendance:**

- Tony Mitchell (Chair)
- Jenny Gibbs
- Sarah Ulmer
- Phil Holden
- Malcolm Thomas
- Ivan Aplin
- Pete Roden
- Cath Cheatley
- Carla Muller (Board Advisor)

#### **Member Organisation Presidents/Representatives in attendance:**

- Mike Sim (Cycling New Zealand Road and Track President)
- Warren Boggiss (BMX New Zealand President)
- Chris Arbuckle (MTB New Zealand President)
- Brynn Gilbertson (Cycling New Zealand Schools President)

#### **Cycling New Zealand Staff in Attendance**

- Jacques Landry (Chief Executive)
- Julie Richards (Finance Manager)
- Gemma Hay (Office Assistant)

#### **AGM Attendance:**

- Total Attendance: 33
- A quorum as required by clause 25.13 of the Constitution was met.

**Apologies:**

- Casey Henwood (Sport NZ)

**2. CONFIRMATION OF ELIGIBILITY TO VOTE AND PROXIES**

The board noted that as per the Constitution, Clause 25.1 Eligibility to Vote: The following Members and persons are eligible to vote at a General Meeting in accordance with this Constitution:

- a. Member Organisations
- b. The Chairperson, but solely for the purposes of a casting vote (Rule 25.3)

25.2 Voting Entitlement – Member Organisations – Each Member Organisation shall be entitled to one (1) vote provided that the Member Organisation has complied with the requirements specified in the Constitution.

**3. CONFIRMATION OF 2019 AGM MINUTES**

**Proposed Resolution:** The Chair sought a motion for the adoption of the 2019 AGM Minutes.

Mike Sim / Warren Boggiss  
**Carried**

**4. CHAIRMAN'S WELCOME & REPORT**

The Chair presented and spoke to his report reflecting on all that was achieved in 2019, while also acknowledging there is still more work to be done. The Chair made special mention of the Member Organisations for their tireless work, support and feedback. He also thanked our principal partner APL and supporting partners, as well as Sport New Zealand and High Performance Sport New Zealand.

In closing, the Chair thanked Cycling New Zealand staff, coaches, volunteers and athletes, with special mention of the Senior Leadership Team, who have done a fantastic job supporting a new CEO in the organisation.

**Proposed Resolution:** It was moved that the Chair's Report be adopted.

Brynn Gilbertson / Mike Sim  
**Carried**

**5. CHIEF EXECUTIVE'S REPORT**

The Chief Executive (Jacques Landry) presented and spoke to his report highlighting the huge strides that have been made with the big focus for 2019 being to reduce costs, increase support and find efficiencies within the organisation.

Jacques made special mention of a number of important initiatives that were implemented in 2019 and commended the Events team for providing two hugely successful World Cup events on the Track.

In the High Performance area Jacques was especially pleased to note that we are now operating with a full-coaching contingent who are already delivering on medal performances.

In his first year as CEO, Jacques has been really impressed by the work of staff and coaches and the climate and environment within the organisation. He is happy working with the Member Organisations and sees a huge opportunity to grow cycling in New Zealand through these partnerships.

Jacques thanked everyone for their trust, stating there is much more to come and he is really looking forward to the future.

## 6. FINANCIAL STATEMENTS

Malcolm Thomas presented an overview of the Statements of Financial Performance and Financial Position and key elements of the Cycling New Zealand financials.

**Proposed Resolution:** That the financial statements for the period 1 January – 31 December 2019 be adopted.

Chris Arbuckle / Brynn Gilbertson

**Carried**

## 7. APPOINTMENT OF INDEPENDENT AUDITOR

**Proposed Resolution:** That Crowe be reappointed as Cycling New Zealand Incorporated's auditors, subject to acknowledging the name change from Crowe Horwath (and not Findex).

Mike Sim / Warren Boggiss

**Carried**

## 8. HIGH PERFORMANCE SPORT NEW ZEALAND'S REPORT

Michael Scott (High Performance Sport New Zealand Chief Executive) thanked Cycling New Zealand for the invitation to speak. As a key partner he feels it is important to take these opportunities to share the environment they are working in and how they want to partner with Cycling New Zealand.

Michael gave a snapshot of our working partnership. He believes we are 'critical friends' where each partner is encouraged to check and challenge the other. It is a true partnership working towards consistent and repeatable world class performances and fostering excellent sport leadership. Michael specifically complimented the strong alignment of the Board Chair, Chief Executive and High Performance Director, emphasising how critical this is to a successful organisation.

In planning for the longer term High Performance Sport New Zealand are looking at initiatives to achieve three main priorities being Performance, Inspiration and Wellbeing.

Michael then spoke to High Performance Sport New Zealand's Covid-19 recovery initiatives. These initiatives focus largely on the establishment of regional performance pods, pathway development, including the need to reimagine or rethink existing pathways, and wellbeing support. To provide funding stability High Performance Sport New Zealand have also confirmed 100% of core funding through to December 2021 and 70% from 2022-2024.

In summary, High Performance Sport New Zealand are working their 2024 strategy through system recovery initiatives, performance partnership projects as well as individual NSO partner projects, all while taking into consideration the changing environment brought about by Covid-19.

## **9. APPOINTMENT OF SCRUTINEERS**

Wayne Maher (HPSNZ) as the returning officer is to be appointed as the Scrutineer.

## **10. RATIFICATION OF APPOINTED BOARD MEMBERS & ELECTION OF BOARD MEMBERS**

Phil Holden advised the appointment process for the Appointed and Elected Board Member positions to be filled in 2020.

For the 2020 Director appointments there were two vacancies, one appointed and one elected position.

### **Appointed Position**

Jenny Gibbs first term came to an end however she was eligible to be re-appointed.

The Board Appointments Panel, after carrying out a full and robust recruitment process are delighted to announce that they have reappointed Jenny.

Jenny thanked to the BAP for giving her the opportunity to serve another term. Jenny is a lawyer by day and feels she is able to bring advice and knowledge in various areas including contracts, intellectual property, health and safety and branding.

### **Elected Position**

A casual vacancy was created by Kevin Searles early resignation in October 2019. The Member Organisations put forward Cath Cheatley to fill the position on an ongoing basis as the elected member.

Cath briefly introduced herself and thanked everyone for their support. As well as riding, Cath has many roles in cycling including coaching, commissaireing, and being on the Cycling New Zealand Schools Cycling Executive on the technical panel. Cath is not shy of a challenge and is really excited to get stuck in.

**Proposed Resolution:** That Cath Cheatley be elected onto the board.

Brynn Gilberston / Mike Sim

**11. REMITS**

No remits were received

**12. GENERAL BUSINESS**

The Chair thanked the Member Organisations for their support in 2019, he is looking forward to continuing the good working in 2020. The Chair also thanked the board, Jacques for his leadership as Chief Executive and the SLT for the great job they do.

*Meeting closed at 1:17pm*