

# MINUTES OF THE 11<sup>TH</sup> ANNUAL GENERAL MEETING OF BIKE NZ

VENUE: AVANTIDROME, HANLIN RD, CAMBRIDGE

25 MAY, 2014

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*MEETING COMMENCED 11.04AM*

## **1. BIKENZ BOARD MEMBERS AND MEMBER ORGANISATION'S PRESIDENT ATTENDANCE**

Richard Leggat (Chairman, BikeNZ)  
David Bennett (BikeNZ Board)  
Tony Mitchell (BikeNZ Board)  
Robyn Wong (BikeNZ Board)  
Graham Sycamore (BikeNZ Board)  
Ivan Aplin (President Bike Road and Track)  
Kevin Searle (President NZ Schools Cycling Association)  
Gil Peters (Interim President BikeNZ MTBNZ)  
Michael Batterton (President BMXNZ)

### **BikeNZ Staff in Attendance**

Andrew Matheson (Chief Executive), Mark Elliott (High Performance Director), Stephen Connell (Manager, Finance), Jason Watkins (Manager, Business Support & Planning), Amy Taylor (Manager, Development), Ross Bartlett (Manager Commercial and Events), Caley McGillvary (Communications Coordinator), Chris Foggin (Programs Coordinator)

### **AGM Attendance:**

Total Attendance: 58. A quorum as required by clause 25.13 of the Constitution, was met.

## **2. APOLOGIES**

Craig Moffat  
Shane Bradley  
Brian Broad  
Alison Shanks  
Ces Hill (BMXNZ)  
Mark Ireland (BRT)  
Grant Powell (NZSCA)

### **3. CHAIRMAN'S WELCOME & REPORT**

The Chair (Richard Leggat) welcomed all attendees. Richard thanked the BikeNZ Board and the Board Members that were stepping down (Shane Bradley and Craig Moffat) for their contribution. In particular he thanked Craig Moffat for his efforts and contribution throughout his term. Richard extended his thanks to Brian Broad (former Interim Chief Executive) and acknowledged Graham Sycamore for his tenure and service on the Oceania Confederation Executive. Richard also acknowledged the work of Bruce Northwood who is on the Oceania Confederation Executive.

#### **The Chair raised a motion for adoption of the 2013 AGM Minutes**

Moved: Ivan Aplin

Seconded: Kevin Searle

Carried

Richard stated that he thought it was extremely positive to have a combined meeting weekend (that encompassed AGM's, workshops and other meetings) and hoped it would grow in the future (with the addition of the BMX & Schools AGM's).

Richard congratulated recipients of the 2013 Awards Evening and made a general thanks to all people that have contributed to cycling in New Zealand in the last year.

#### **The Chair presented and spoke to his report in the Annual Report**

Richard spoke to the content of the annual report and gave an overview of the key elements. Richard spoke to the Martin Jenkins Report (conducted in 2013) and advised that the Report was a positive initiative and that the outcomes were being implemented and that a new Business Plan had been generated.

Richard thanked Brian Broad (Interim Chief Executive), and BikeNZ staff for their work and contribution in what was a challenging year.

Richard invited Paul Heron from Sport NZ to address the AGM.

Paul advised the attendees that Sport NZ had a dual focus of winning and participation and that BikeNZ was very important in the New Zealand sporting landscape. Paul gave an overview of SNZ philosophies on sport and said that it was very important that there is alignment between all the parts of the chain within the sports organisation framework.

Paul also thanked Richard Leggat for his contribution and stated that Sport NZ has given their support to BikeNZ. However, he stated that it was very important that BikeNZ deliver not only a quality high performance programme, but also participation and other associated activities.

### **4. CHIEF EXECUTIVE'S REPORT**

The new Chief Executive (Andrew Matheson) thanked Brian Broad (former Interim Chief Executive) for his assistance with his transition into the Chief Executive role.

Andrew presented and spoke to the Chief Executive's Annual Report prepared by the former Interim Chief Executive (Brian Broad).

Andrew acknowledged the great work that had been undertaken by BikeNZ staff in the last year and congratulated them on their effort, contribution and successes in what was a very challenging year. Andrew passed on his thanks to those who had assisted in the successful transition to the new facility in Cambridge.

On behalf of BikeNZ Andrew acknowledged the significant investment and support of Sport NZ and High Performance Sport NZ.

## 5. FINANCIAL STATEMENTS

The financial statements were presented by Tony Mitchell (Board Member). Tony presented an overview of the Statements of Financial Performance and Financial Position and key elements of the BikeNZ financials.

There were several questions and comments from the floor and these were responded to.

**Resolution:** That the financial statements for the period 1 January – 31 December 2013 be adopted.

Moved: Ivan Aplin

Seconded: Kevin Searle

Carried

## 6. APPOINTMENT OF AUDITOR

**Resolution:** That Crowe Horwath be reappointed as BikeNZ Inc's auditors.

Moved: Ivan Aplin

Seconded: Kevin Searle

Carried

## 7. APPOINTMENT & ELECTION OF BOARD MEMBERS

David Bennett (Board Member) gave an overview of the Board environment and the Board Terms for Appointed and Elected Members. David Bennett advised on the appointment process for the Appointed and Elected Board Member positions to be filled in 2014.

Richard Leggat thanked the outgoing Board Members, Craig Moffat and Shane Bradley. Richard advised that;

- After having followed the process set out in the Constitution, the Board Appointment Panel agreed to re-appoint Tony Mitchell to the Board as an Appointed Board member for a further term of 4 years.
- After having followed the process set out in the Constitution, the Board Appointment Panel agreed to appoint Simon Perry to the Board as an Appointed Board member (position vacated by Craig Moffat) for the term of 3 years.

Nominations were called for the vacant Elected Board member position and the Elected Board member position vacated by Shane Bradley. The meeting attendees were advised that nominations that had been received for the two positions. The nominees were;

- Brian Broad (Nominated by BRT)
- Alison Shanks (Nominated by BRT)

Ivan Aplin (BRT) presented an overview on the two nominees.

**Resolution:** Brian Broad be elected to the BikeNZ Board

Moved: Ivan Aplin

Seconded: Kevin Searle

Carried

**Resolution:** Alison Shanks be elected to the BikeNZ Board

Moved: Ivan Aplin

Seconded: Kevin Searle

Carried

#### ELECTION RESULTS

1. Brian Broad (term of 4 years)
2. Alison Shanks (term of 2 years) – remainder of Shane Bradley's term

From the floor it was suggested that names/terms of Board Members be added to the Annual Report. This was universally agreed.

#### **8. REMITS**

David Bennett (Board Member) gave an overview on the original remits submitted by BRT.

Ivan Aplin (BRT) gave an overview of the proposed modification to the original remits.

##### **Remit 1 (addressing original remit 1 & 2)**

*The wording of the BikeNZ constitution is amended to reflect Member Organisations are Tier 1 members. Clubs affiliated to Member Organisations will be classified as Tier 2 members. Non-affiliated clubs and cycling groups will be Tier 3 members.*

This remit was agreed in principle, and for it to be passed to a working party to determine the appropriate wording within the Constitution. It was proposed that the working party to be established within 1 month of the AGM, with a view to circulating a draft revised constitution by September 30 2014 to be followed by an SGM by December 31 2014.

**Remit 2 (addressing original Remit 3)**

*Delete Life Membership, as members are part of the MO structure. Section 10.*

The life membership remit will be passed to a working party to be established within 1 month with a view to circulating a draft revised constitution by September 30 2014 to be followed by an SGM by December 31 2014.

**Remit 3 (addressing original Remits 4 &5)**

*Amend the conflict of interest clause, with a preference to allow up to one direct nomination from each code. Amend section 22.2*

*Voting should be based on the percentage of paying membership no's, rather than 25% up to a maximum of say 1% less that too gain a majority e.g. of 49% (if 4 MO). Amend section 26.2 and 26.3*

The conflict of interest clause and voting strength of Member Organisations will be passed to a working party to be established within 1 month with a view to circulating a draft revised constitution by September 30 2014 to be followed by an SGM by December 31 2014.

Moved: Ivan Aplin

Seconded: Kevin Searle

Carried

There were some comments from the floor regarding the suitability of some aspects of the BikeNZ Constitution. It was felt that these could not be sufficiently discussed in the current forum and that a review could be undertaken at some later date.

**9. GENERAL BUSINESS**

- I. There were comments from the floor regarding the BikeNZ annual report and these in particular related to;
  - Integrating BikeNZ and the Member Organisations' in the Report title;
  - Including the annual accounts of Member Organisations.
- II. Simon Perry (Former Chair of Home of Cycling Trust) & Susan Paterson (Chair of Home of Cycling Trust) gave a presentation on the Home of Cycling and future proposals.
- III. Kevin Searle (NZSCA) proposed that the BikeNZ Board be congratulated for all the work that has been undertaken in the last year.

MEETING FINISHED 12.59PM