



- e. Fundraising and Club Purchasing Programme
- f. Plant and Equipment Report
- g. Building Report
- h. Health and Safety Report
- i. Communication and Records Report

All of the above reports

Moved: Rachel Greenwood

Seconded: Ian Hamilton

j. Treasurer's Report

- i. Presentation of the Audited 2022/23 Financial Statement of Accounts  
 Moved: Christine North                      Seconded: Penny Barnsdale
- ii. Presentation of the proposed membership subs and fees for the 2023/24 season. The management committee have recommended that most subscription categories be increased by approximately 7% to reflect the increased costs due to inflation and increased management costs.  
 Moved: Christine North                      Seconded: Kate Watkinson
- iii. Presentation of the proposed operational budget for the 2023/24 year  
 Moved: Christine North                      Seconded: Steve Dyer
- iv. Presentation of the proposed 2023/24 three-year capex purchase programme  
 Moved: Gavin McKenzie                      Seconded: Ian Hamilton
- v. Ian Hamilton has requested that an additional club bank account be set up for coastal charity row donations and costs until it is completed and wrapped up. Discussion and approval required.  
 Moved: Ian Hamilton                          Seconded: Penny Barnsdale

5. The new Incorporated Society Act 2022 comes into effect on 5 October 2023, but clubs have until April 2026 to become fully compliant. The new legislation, when in place, will do away with Trustees and Club Patrons' but will require rules relating to conflict of interest, complaints and discipline.

- a. The club committee wish to propose the following rule amendments that will start the required review process off and allow the clubs desire to become a registered charity to proceed sooner, rather than later.
  - i. Replace the following rules:

Rule 4 - Proposal of Candidates for Membership

*“Every candidate for membership shall be proposed by one member and seconded by another member, to both of whom he must be personally known. Every proposal shall be in writing, signed by the proposer and seconder, and shall be made by lodging with the Secretary. Every nomination shall give the name, residence and profession or occupation of the candidate, the name of any other Rowing Club or Clubs of which he may be a*

*member and any further information which. the Committee may from time to time by by-laws prescribe.”*

With this new Rule 4: Proposal of Candidates for Membership

New and returning members are to register online, via the Club’s website, ([www.invercargillrowingclub.org.nz](http://www.invercargillrowingclub.org.nz)) or if the individual does not have access to the internet, request a paper form from the Club Captain, to record the required personal information. Club administrators will then load that information into the membership database.

The Club Captain will review all returning rowers’ registrations and confirm the squad they will be part of. The Club Captain will also review all registrations for new members for eligibility and suitability to join the club, before confirming the squad they will be part of. Where there is doubt, or concern about an individual joining the club, their registration is to be referred to the full committee for acceptance, or rejection of the application.

Rule 5 - Election of Members

*“Candidates for admission as members may be elected by the Club at General Meetings, by open voting or by ballot, as the majority may decide, or may be elected by the Committee, the names and addresses of the candidate, proposer. and seconder shall have been posted in the Club House ten clear days before the Committee Meeting.”*

With this new Rule 5: Election of Committee Members

Nominations for management committee members will be requested at the Annual General Meeting. If there are more nominations than places available, a ballot at the end of the meeting will be held. If vacancies remain on the management committee, the committee has the ability to co-opt others onto the committee, for their knowledge, or expertise.

The names of all management committee members are to be posted on a prominent club notice board for members to view.

Rule 10 - Subscriptions

*The subscriptions for the year ended \_\_\_\_\_ shall be as follows:*

*Over 19 years of age \$5.00*

*Under 19 years of age \$3.00*

*Schoolboys \$0.50*

*Honorary Members Subscriptions \$0.50*

*Ordinary Members \$1.00 or any amount in excess he may wish to donate*

*The Annual Subscriptions for all subsequent years shall be fixed by the Club at the Annual General Meeting in each year. The proposer and seconder of new members shall be responsible in equal shares for payment of the Subscriptions of the said member if he shall*

*make default in payment thereof. Each season shall be deemed to commence on the first day of May of each year and to terminate on the 30<sup>th</sup> day of April of the following year.*

With this Rule 10 – Membership Subscriptions

The annual membership subscriptions shall be submitted by the management committee for discussion and approval at the Annual General Meeting.

The rowing season is deemed to commence on 1 September each year and terminate on 31 August each year.

Rule 18 Officers

*The Officers of the Club shall consist of a Patron, President, Senior Vice President and 12 Vice Presidents, an Honorary Secretary, an Honorary Treasurer (provided that the office of Honorary Secretary and Honorary Treasurer may be held by the same member if the Committee should think fit), a Club Captain, a Club Deputy Captain and a Custodian. The officers shall be elected at each Annual General Meeting and shall hold office until the next succeeding Annual General Meeting when they shall retire but shall be eligible for re-election.*

With this new Rule 18 Officers of the Club

The Officers of the Club shall consist of; a President, Secretary, Treasurer and Club Captain. The Officers shall be nominated and elected at each Annual General Meeting and shall hold office until the next succeeding Annual General Meeting, when they shall retire, but will be eligible for re-election.

If the Officers of the Club roles are unfilled at the Annual General Meeting, the positions must be filled as soon as possible within the committee, or by co-option.

Moved: Gavin McKenzie    Seconded: Ron Riley

6. **Registered Charity Proposal:** There are financial advantages to the club and those providing donations to our club if we become a registered charity. The committee have explored those advantages and have recommended that we submit an application once the club's incorporated society rules have been amended.

Moved: Gavin McKenzie    Seconded: Christine North

7. **Appointment of Officers of the Club:**

- a. President: Ian Hamilton

Moved: Christine North    Seconded: Julie Dyer

- b. Secretary: Emily Cullen

Moved: Rachel Greenwood    Seconded: Penny Barnsdale

- c. Treasurer: Christine North

Moved: Julie Dyer    Seconded: George Kempton

- d. Club Captain: Penny Barnsdale

Moved: George Kempton    Seconded: Frank Dean

- 8. Appointment of Other Club Key Roles:** (Formed within the management committee) Committee members (Max of 9)
- a. Past President – Julie Dyer
  - b. Vice President – Steve Dyer
  - c. Assistant Secretary - Kate Watkinson
  - d. Assistant Treasurer - Bill Potter (not on committee)
  - e. Assistant Club Captain - Caitlin Te Tai
  - f. Safety Manager – Rachel Greenwood
  - g. Club Records Manager – Gavin McKenzie
  - h. Buildings, Security & Compliance Manager – Gavin McKenzie
  - i. Boat & Equipment Manager – Penny Barnsdale
  - j. Fundraising & Sponsorship Manager – To be confirmed within committee

Additional committee members - Nigel Jack, Nathan Te Tai

Moved – Rachel Greenwood

Seconded – Julie Dyer

**9. Appointment of Other Roles:**

- a. Club Coaches: Penny Barnsdale, Julie Dyer, Craig Brown, Jack Allan, Awhina Russell & Dave Galbraith. Penny Barnsdale as Club Captain will compile a list of coaches within the next month.
- b. The signing authority for bank transactions and important club documents is to be any two of four signatories. – Ian Hamilton, Julie Dyer, Christine North & Kate Watkinson.  
Moved: Gavin McKenzie                      Seconded: Christine North
- c. Auditor: BDO, Invercargill  
Moved: Christine North                      Seconded: Julie Dyer
- d. Patron of Club: Ron Riley  
Moved: Gavin McKenzie                      Seconded: Bill Potter
- e. Trustees: Ron Riley & George Kempton  
Moved: Rachel Greenwood                      Seconded: Gavin McKenzie

**10. Appointment of Southland Rowing Association Representatives:**

- a. SARA Delegates (3 required)  
Julie Dyer, Steve Dyer and George Kempton

**11. General Business**

- a. 2023/24 Season Opening and Closing dates:
  - i. Opening date: Sunday 1 October 2023
  - ii. Closing date: Sunday 21 April 2024
- b. IRC 150<sup>th</sup> Jubilee anniversary 26 August 1875
  - i. Thoughts on when a celebration event should be held – to be discussed later by jubilee sub-committee
  - ii. Nominations for a jubilee sub-committee  
Christine North, Ian Hamilton, Gavin McKenzie. Further members to be added at a later date
- c. ICC Sandy Point Domain Master Plan discussion. Email regarding the master plan discussion to be sent out to members.

**12. Meeting Closed: 9.38 pm**

13. **Attached associated documents:**
- a. IRC 2022-23 Season Annual Report
  - b. 31 March 2023 IRC Audited Accounts
  - c. IRC 2023-24 Membership Fee Proposal
  - d. IRC 2023-24 Budget
  - e. IRC 3 Year Capex Purchase Plan