



Minutes
Invercargill Rowing Club
149th Annual General Meeting (AGM)
7.00pm Monday 18th of August 2025 at the clubrooms

Present: Gavin McKenzie, Emily Cullen, Ian Hamilton, Ciara Hourston, Steve Dyer, Julie Dyer, Christine North, Russell North, Dave Galbraith, Gareth Davis, Bill Potter, George Kempton, Nigel Jack, Blake Green.

1. **Apologies:** Debby Egan, Rachel Greenwood, Kate Taare, Luke Taare, Frank Dean, Ron Riley, Cliff Buchanan,
2. **Confirmation of Minutes of Previous AGM Meeting**
 - a. Moved: Emily Cullen Seconded: Ian Hamilton
3. **Matters Arising:**
 - a. The need for a new club constitution to meet the requirements of the Incorporate Society Act 2022, that must be complied with before April 2026, will be discussed later in the meeting-
 - b. The audit and review of the clubs' records would only continue if it was a legal requirement of the club's constitution, due to the increasing cost of these reviews. *Gareth suggested investigating what potential club community funders require of us, regarding audited accounts. Club to continue as is for now, re: annual financial reviews*
 - c. Recommendation that the committee consider investigating PV solar, or wind power for the club to save operating costs. *This recommendation hasn't been a priority for the committee, due to the focus on the jubilee planning – the new committee to decide if they wish to do the research and costings.*
 - d. Russell North donating his time, fuel and mower maintenance to mow the club lawns
 - e. Club's 150th jubilee event planning. (Update in the annual report)
4. **Reports** – As presented in the attached 149th Annual Report
 - a. Presidents Report
 - b. Club Captains Report
 - c. Coaches Reports
 - d. Special Olympics/ Adaptive Report
 - 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 taken as read. Ian added to the reference in the Club Captain's report, that there were several other club coaches who also completed the boat drivers' course.

Moved: Christine North

Seconded: Julie Dyer

j. Treasurers Report

- i. Presentation of the 2024/25 Financial Statement of Accounts that has not yet been reviewed by an independent financial reviewer

Moved: Christine North

Seconded: Ciara Hourston

- ii. Presentation of the proposed membership subs and fees for the 2025/26 season. The management committee have recommended that most subscription categories be increased by approximately 2.7% to reflect the current CPI and increased costs due to inflation.

Discussion took place about the boat trailer towing costs. The committee is to review what is included and how it is to be worded during the year.

Moved: Gavin McKenzie

Seconded Nigel Jack

- iii. Presentation of the proposed operational budget for the 2025/26 year

Moved: Bill Potter

Seconded: Christine North

- iv. Presentation of the proposed Three-year capex purchase programme – *Ian proposed that the purchase of a 40ft container to store the boat trailer be added to year 3 of the Capex purchase plan. Objection received due to it potentially becoming another liability on site, so agreed it be left off the Capex list and discussed later in the meeting.*

Moved: Emily Cullen

Seconded: Ian Hamilton

5. Appointment of Officers of the Club:

- | | | |
|--|-----------------------|-------------------------|
| a. President: Ian Hamilton | Moved: Julie Dyer | Seconded: Steve Dyer |
| b. Secretary Emily Cullen | Moved Bill Potter | Seconded George Kempton |
| c. Treasurer: Christine North /Assistant Bill Potter | Moved: Gavin McKenzie | Seconded :Emily Cullen |
| D . Club Captain: Julie Dyer | Moved: Gavin McKenzie | Seconded:Bill Potter |

6. 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 | Vacant |
| d. Assistant Treasurer | Bill Potter |
| e. Assistant Club Captain | Not required |
| f. Safety Manager | Rachel Greenwood |
| g. Club Records Manager | Gavin McKenzie |
| h. Buildings, Security & Compliance Manager | Gavin McKenzie |
| i. Boat & Equipment Manager | Club Captain |
| j. Fundraising & Sponsorship Manager | Steve Dyer |

Moved Nigel Jack Seconded Ciara Hourston

- k. Call for Other committee members:

Blake Green nominated by Ian seconded by Bill

Nigel Jack, nominated by Bill seconded by Ian

All coaches are welcome to attend meetings and have discussions with the management committee, but not eligible to vote.

7. Appointment of Other Roles:

- a. Club Coaches: Ian Hamilton, Julie Dyer, Nigel Jack, Dave Galbraith, Kate Taare, Ciara Hourston, Frank Dean. Assistant Coaches, Jeremy Hamilton, Richard Hamilton, Gavin McKenzie, Alistair Murray
Moved: Emily Cullen, Seconded Bill Potter
- b. Financial Signing Authority (4 proposed) Ian Hamilton, Julie Dyer, Bill Potter
Christine North

Moved: Gavin McKenzie

Seconded: George Kempton

- c. Financial Reviewer: (Was BDO)

Bill explained that BDO notified us that they could not do our review this year, due to a conflict of interest, as they assisted us with setting up our Xero accounting system. Bill has checked with Crowe Howarth, Findex, Malloch McClean (who do not do audits). Bill recommended Crowe Howarth be appointed for reviewing the IRC accounts, because they are the only local option available

Moved: Bill Potter

Seconded: Julie Dyer

- d. Patron of Club: Ron Riley

Moved: Gavin

Seconded: Bill

Will no longer be a requirement for the club with the new legislation, but will remain until Ron is no longer involved with the club

- e. Trustees: Ron Riley & George Kempton

Moved: Gavin

Seconded: Bill

8. Appointment of Southland Rowing Association Representatives:

- a. SARA Delegates *Julie Dyer, Steve Dyer, Kate Taare nominated subject to her approval- (Julie will speak to Kate). George will also represent us to vote at the SRA AGM.*

9. General Business

- a. 2025/26 Season Opening and Awards Event dates:

- i. Opening day event: Sunday 14 September 2025, after the Meridian long distance race on the Oreti River

- ii. End of regatta season club awards date: Thursday evening 7 May 2026

Moved: Emily Cullen

Seconded: Christine North

- b. The new Incorporated Society Act 2022 came into effect on 6 October 2023, but clubs have until April 2026 to become fully compliant. The new legislation does away with Trustees and Club Patrons' but requires rules relating to conflict of interest, complaints and discipline. RNZ have recently provided all clubs with a template to assist with the process which we will use. A special meeting will be required for members to endorse and adopt the new club constitution recommended by the management committee. *Special General Meeting to be discussed at the September committee meeting.*

- c. A decision needs to be made at this AGM, as to the future of the old club skiffs that have been stored in various locations for display at the club's recent 150th jubilee event. The skiffs are:

- i. R W Boniface 8+ (1960) *(Too old and heavy to ever use again)*

- ii. Basstian 4-+ (1940s) *(The most desirable one to keep off site)*

- iii. Tere 4x (Pre 1980) *(Never likely to be used again)*

- iv. Cliff Buchanan 4- (1985) *(Cliff Buchanan would like it returned to the Fiordland Rowing Club)*

- v. Kutere 2- (Pre 1980) *(No comments made about this skiff)*

- vi. Aratiki 2x (Pre 1980) *(No comments made about this skiff)*

- vii. GT Hopwood 2- (Pre 1980) *(No comments made about this skiff)*

- viii. Hoppy 2x (Pre 1980) *(No comments made about this skiff)*

- ix. Mayfair 1x (1985) *(Cliff Buchanan would like it returned to the Fiordland Rowing Club)*

- x. Arahai 2-+ *(No comments made about this skiff)*

Ian advised that he has been in contact with the Invercargill Transport World management about storing and displaying our historic club skiffs. They appeared interested, so we will pursue this.

It was agreed that the Cliff Buchanan 4x and the Mayfair 1x be gifted and relocated back to Te Anau and none of the other old club skiffs continue to be stored in the IRC boat sheds.

The management committee now need to find a home for the Boniface and other older skiffs. In the interim, the club is to ask if we can store the skiffs in the Awarua BC boat shed for a short period of time.

Moved Gavin McKenzie

Seconded George Kempton

- d. Secure storage of the club's boat trailer- *Trailer needs to be under cover during the off season, whether on or off site. Gavin has suggested speaking to Richardson Group re finding an Invercargill shed to store from April to October. Barnes Oysters for the regatta season summer months. The objection to the container is that it is another asset the club must fund, maintain, insure, along with degradation, consents to store it on ICC reserve land etc. Gareth proposed that future committees investigate long-term storage solutions for the Club if it continues to grow. On hold for now.*
- e. Club security system upgrade- *The existing security system is at end of its economic life. New electronic key fobs to be issued to those currently with keys, as the new season member registrations are received. It will be monitored by club members, which will save about \$500 per year.*
- f. RNZ "Rowing Connect" member management system. *All members will now need to go online and register with RNZ Connect, it has potential to be messy when it comes time for regatta entries, so some teething issues are expected. Julie has suggested a parent meeting be held to capture these registrations. Address for opening day and suggest two options to get together and complete the registrations on their devices at the clubrooms.*
- g. Christine thanked Julie, Ian, Gavin and Ann Potter for the hard work they put into the club 150th jubilee planning and implementation, followed by a round of applause
- h. George confirmed he has deposited money into the club account for sponsoring two youth rowers and asked for the coaches to decide on who is worthy of them before opening day.
- i. Life membership nominations brought up by Dave Galbraith. Do we have any this year for SRA and the club? The committee has not discussed this in the past season, due to other priorities, but it is something they need to move on. It was put on hold last year, because the club does not have clear guidelines or criteria for boat naming and life membership. Maybe it can be incorporated into the new constitution rules. Nominations and justification to be submitted before AGM cut off time frame for the committee to consider. The SRA AGM is mid Sept 2025 so need nominations to them asap.

10. Meeting Closed: 8.35pm