

## **New Zealand Rogaining Association AGM Minutes 2023-2024**

**Date:** 19th February 2024 7:30pm

**Attendance:** Tim Farrant, Douglas Woods, Alister Metherell, Vetti Fawcett, Nicolas Dubois, Emma de Lacey (Scott Smith, Nora Audra, Wayne Millow, Mondo Kopua via google meet)

**Apologies:** Matt Bixley, Grant Hunter, Georgia Whitla

### **Agenda**

*\* Acceptance of minutes of the 2022-2023 AGM Dec Tekapo*

Motion to accept TF and seconded AM for 2023 AGM

Motion to accept 2021-2022 minutes motioned by AM and seconded by DW

Main point of action:

- Renewal of audited safety plan
- Additional signatory needed (outstanding)
- Treasurer role still needs to be filled (outstanding)

*\* Financial Report*

Summary- Surplus gained this financial year which made up for last year's minor losses. Suggestion from multiple committee members to look into depositing some of this cash into a term deposit. To be reviewed by the Treasurer this year.

Motion to accept Financial report 2023-2024 TF seconded by EdL

*\*President's Annual Report 2023-2034 Tim Farrant*

Informal report noting that NZRA had a role in 3 major events this past year  
HOW- Heights of Winter  
New Zealand Secondary School Championship  
Australasian Championship

Thanks to everyone involved.

*\* Event committee update*

The committee wishes to recognise efforts and organisation on working on previous WRC's bids by Matt Bixley. We appreciate all the efforts and thank you.

Bid for 2027 World Rogaining Championships

Bid organisers: Nora and Wicked Rogaines happy to take lead and make a bid

Timing: Considering mid to late March 2027

Location proposals:

- Port Levy area. Suggested by Nora. Lots of different land owners. Peri-urban with good support from Christchurch due to proximity. Concerns raised about being able to support 600-800 people in this area. Need to be between February and May
- Hawarden/McDonalds Downs and Huriunri. Suggested by Alister. This would be mostly farmland 12-15 farms all together. Also close to Christchurch and Alister may have good contacts to this community
- Kaikoura area. Suggested by Tim. Lots of native bush and terrain variation. Concerns about it being a bit challenging to international competitors.

Subcommittee for organisation of this bid- Nora, Tim and Alister. The committee will expect updates in the next 6 weeks.

Noted that there will no Heights of Winter (HOW) event in 2024.

#### *\*Election of Officers*

We would like to invite Nicolas Dubois to the committee and nominate him for Treasurer role. Rest of the committee to stay in current roles

Motion to accept election of officers DW and seconded EdL.

Current signatories with access to bank and online accounts currently Tim and Wayne. Adding a third signatory is still pending. Given appointment to Treasurer Nico should become the third signatory.

Proposed DW and seconded by NA

#### *\*Health and Safety*

Scott Smith has proposed the creation of a new audited health and safety plan. If using the insurance from NZRA then it is NZRA event and will need a H&S plan

Motion for SS to create a health and safety plan by TF and seconded by VF

#### *\*Re-registering under Incorporated Societies Act 2022*

The Act governing our organisation has been updated and requires a re-registration process. As a part of re-registering the organisation needs to have certain provisions in their organisational structure and constitution in order to have a successful application.

Alister highlighted that challenges for this process includes calcification of the purpose of the organisation and management of the members list. Please see Apendix A for other considerations/requirements as highlighted in government resources.

Subcommittee to guide the re-registration process to include Douglas, Wayne and Alister.

We will expect to another meeting be called in 6 months to discuss the process and run the committee through the updates to the constitution and the application.

**Meeting called to an end at 9:03pm**

## APPENDIX A

- Formation of new or updated constitution (see section 26)
- As part of this need to decide on/consider i) appointment of a contact person NB this is not for public use but for use by the registrar ii) a formal dispute resolution provisions NB there are model processes that can be used iii) a consent to membership clause and where/when it is used iv) a membership register creation NB where a list of current members, changes in details can be recorded and removal of non-current members v) a list of officer disqualification criteria and formalised consent for the office holders vi) creation of an interest register to disclose conflict of interest among the officers vii) new rules on financial statements and responsibilities of lodging a yearly annual return with the registrar viii) rules on dispersal of surplus assets and nomination of a group of NFP that assets are left to if the association were to dissolve.