



## Meeting Minutes

26<sup>th</sup> May 2019

9.00 am

AGM

Avantidrome, Cambridge.

<b>Meeting Called By:</b>	Cycling New Zealand Schools	
<b>Meeting Type:</b>	Annual General Meeting	
<b>Meeting Facilitator's Name</b>	Kevin Searle	
<b>Time Keeper's Name</b>	Marie Laycock	
<b>Attendees</b>	Kevin Searle      Cycling New Zealand Schools Chair, Canterbury Rep Marie Laycock      Cycling New Zealand Schools Secretary/Treasurer Brynn Gilbertson      Cycling New Zealand Schools Vice Chair, Auckland/Northland Rep Meshy Holt      Cycling New Zealand Schools Waikato/BOP Rep Waine Harding      Cycling New Zealand Schools Vice Chair, Southland/Otago Rep Andrew Stringer      Baradene College (Via Zoom) Bill Blackmore      Baradene College (Via Zoom) William Waterworth      St Kentigern College (Via Zoom) Nick Spark      Horowhenua College (also representing the events team for road nationals) Fiona Carswell      St Peters College, Cambridge Brendon Patterson      Westlake Boys High School Richard Leggett      Cycling New Zealand Board Jenny Gibbs      Cycling New Zealand Board Janette Douglas      Cycling New Zealand (Events Director)	
<b>Apologies</b>	Mark Cornaga      Waikato Diocesan School for Girls Brian Thompson      Villa Maria College Mike Simpson      Cycling New Zealand Schools WCNI Rep Cath Cheatley      Cycling New Zealand Schools Chair of the Technical Panel Chris Ginders      Cycling New Zealand Schools Patron	

### Minutes of last meeting and matters arising

<b>Discussion Summary</b>	
<p>It was confirmed that we have a quorum for the meeting.</p> <p>Kevin welcomed everybody to the first mid-year AGM meeting. It is the first time we have had the ability to have an electronic presence for schools which is still to be explored. It will also be the last meeting for Kevin as chair.</p> <p>It was notable that both Baradene College and St Kentigern College were present as they both had recipients for awards from the awards dinner last night (Paul Leitch- Coach of the Year and Rick Faulding- Outstanding Contribution) which were well received. Unfortunately, Rick Faulding from St Kentigern College was unable to be there.</p> <p>The minutes of the last meeting had been circulated and were displayed on the screen.</p>	

Waine Harding moved that the previous minutes were a true and correct record, and they were seconded by Brynn Gilbertson. All were in favour and the minutes were adopted.

**Matter arising from the minutes:**

- Distances for male and female riders was discussed. Cycling New Zealand is putting a working group together on this and it is expected by mid-June that there will be a working party to look into the distances.
- The movement of Road Nationals to a village concept was discussed. Nick Spark discussed that the one-site venue was to be implemented this year, however the Koputaroa site has no road race options due to its proximity to state highways. The next logical option was to move it to Colyton. The TTT will go from the school in a Northeast direction and is an out and back course with the finish line outside the school. The road race will not change. The school will be the hub. There is parking in a paddock opposite the school if the weather is fine, otherwise there will be other parking options, which had to be activated two years ago. Pop up tents can be set up in the school, but no vehicles will be permitted. The TTT will be Saturday and the Road race on Sunday. Kevin expressed our gratitude and thanks to Nick for ensuring the members had the type of race venues that had been asked for.

Conclusions			
Items of Action		Responsible Person	Deadline
Working group to recommend race distances		Meshy Holt	Next AGM

### Election of Cycling NZ Schools Representatives

Discussion Summary		
<p>All regional representative positions have gone through the process as determined by the constitution and were nominated and elected as below:</p> <p><b>Auckland /Northland:</b> Brynn Gilbertson- nominated by Kings College and elected. <b>Waikato:</b> Meshy Holt – nominated by Cambridge High School and elected. <b>West Coast North Island:</b> Mike Simpson- nominated by Palmerston North Boys High and elected. <b>Wellington/ Wairarapa/ East Coast North Island:</b> No nominations. <b>Nelson/Tasman:</b> No nominations. <b>Canterbury:</b> Brian Thompson- nominated by Villa Maria College and elected. <b>Otago Southland:</b> Wayne Harding- nominated by James Hargest College and elected. <b>Patron:</b> Chris Ginders- nominated by Marlborough Boys High School and elected. <b>Technical Chair:</b> Cath Cheatley (Co-opted). <b>Secretary/Treasurer:</b> Marie Laycock (Co-opted).</p> <p>Kevin thanked all nominated reps and noted that he will miss attending the exec. meetings. Brian Thompson will be replacing him as the Canterbury Rep and has an extensive background in cycling. Brian has also been a teacher and is currently the regional events race manager.</p>		
Conclusions		
Items of Action	Responsible Person	Deadline

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## Reports

Discussion Summary	
<p><b>Financial Report:</b></p> <p>Marie discussed that the statement of accounts had less income for this year, due to some funding not being secured. Going forward we will be applying for more funding to ensure there is good coverage. Expenses had been less in some areas. Event promoter fees were a levy for Cycling New Zealand in support of their management of four of the events, and contract staff payments increased as we had more paid event managers. Traffic management costs were down as the Canterbury team volunteered much of the traffic management for Road Nationals. The balance remained very similar to the previous year. Our financial basis is to be income neutral and as part of our MoU with Cycling New Zealand any surpluses are to be passed on to Cycling New Zealand as there is significant integration with Cycling New Zealand for Social media, communication, and entries. We hold a reserve fund for contingencies. Kevin thanked the Cycling New Zealand events team as they have been controlling the expenses which was supported through acclamation. A report into Cycling New Zealand had noted that their staff work above and beyond what they are paid. Richard Leggett asked about whether the events were the bundled, which could attract a major sponsor. This is being investigated by Cycling New Zealand. No further discussion and the financial report was approved.</p> <p>Marie thanked Julie Richards and Jo Blackwood from the accounting department at Cycling New Zealand who developed the accounts and worked together on the accounting package. They have been diligent, accurate and timely in all communication. Kevin suggested that a written thank you letter may be a formal expression of our thanks.</p> <p><b>No regional reports.</b></p> <p><b>Chairman's Report:</b> Kevin reported that the collaboration and the willingness to move forward with school cycling at AGMs has been very supportive for a number of years. He was an initially an unwilling participant in the AGMs when he first became involved with school cycling but had been asked to get involved in the exec. during a difficult period and the rest is history. He acknowledged that it has been a great privilege to be involved and a significant part of his life. A vision was established in the early days to provide eleven events and this has been achieved. There is great structure and a collaborative relationship with Cycling New Zealand and he leaves with a clear view that the succession of Cycling New Zealand Schools is in good hands. There has been such a good team for many years now. He gave thanks to Marie Laycock who was there also during the "disturbed times", who is a stalwart of School Cycling as many secretary/treasurers are and has a well-deserved life membership. The other person he specifically thanked was Grant Powell who was the deputy Chair previously, and who balanced Kevin's approach to issues. Kevin was so pleased when Grant was asked to be a district court judge and has subsequently now has become a high court judge. This meant he was not able to remain part of Cycling New Zealand Schools exec. and Kevin acknowledged his huge input. Kevin also acknowledged and thanked all the current exec members. He also thanked his wife, Antoinette, and he could not have done the job without her support. He ended with a Muhmmmed Ali quote "Service to others is the price we pay for living on this planet". He felt it was a privilege we get, not have to pay, and thanked all the cyclists, parents, coaches, managers and schools' staff, this exec and Cycling New Zealand. The meeting participants acknowledged Kevin's report through acclamation.</p> <p>Richard Legget spoke on behalf of Cycling New Zealand acknowledging that Kevin has done a fabulous job. He said he also got involved in Cycling New Zealand around the same time as Kevin and it was a</p>	

challenging time for schools. It is now a well-oiled machine with a great portfolio of events providing for a great number of cyclists.

Brynn Gilbertson spoke on behalf of the exec committee saying that Kevin leaves a lasting legacy from his ten years of service, putting in the passion and drive which stands out. Kevin was keen to see as many kids as possible competing in events in a fun way, and we will take that forward as his legacy and maintain and build on it. Brynn thanked Kevin on behalf of the exec and gave him best wishes for his new role on the board of Cycling New Zealand. The exec presented Kevin with a gift of thanks.

<b>Conclusions</b>		
<b>Items of Action</b>	<b>Responsible Person</b>	<b>Deadline</b>

### Remits

<b>Discussion Summary</b>		
No remits have been received.		
<b>Conclusions</b>		
<b>Items of Action</b>	<b>Responsible Person</b>	<b>Deadline</b>

### General Business

<b>Discussion Summary</b>		
There was no general business to be discussed.		
The online participants were asked if the Zoom meeting system worked to which they replied that it was working well.		
<b>Conclusion</b>		
<b>Items of Action</b>	<b>Responsible Person</b>	<b>Deadline</b>

<b>Meeting closed</b>	9.40 am
<b>Next meeting</b>	Date tbc May 2020
<b>Notes:</b>	

Provisional