

DRAFT MINUTES

Annual General Meeting 2023

Name: Recreation Aotearoa 2023 Annual General Meeting

Date: Thursday 2 November 2023

Time: 12:30 pm

Location: Shed 6, Wellington

Attendees

Daniel Adams, Paul Andrews, Justin Arthur, Gordon Bailey, Tim Bargh, Karyn Baudet, Jenn Benden, Mark Bowater (Board), Mark Bruce-Miller, Craig Carter, Thunes Cloete, Stephen Cook, Andrew Corkill, Kelly Crandle, Amanda Davies, Katelyn Elly, Mae Frands, Michele Frey (Board), Leanne Hammersley, Deb Hurdle, Futi Ka, Alison Law, Jennifer Leaf, Andrew Leslie, Richard Lindsay, Tom Mann, Paul Matthews, Fiona McDonald, Fran McEwen, Glenn McGovern, Kiri Pope, Caroline Rain, Bec Ramsay, Grant Reburn, Sukhraj Singh, Kieran Smith, Robyn Steel, Paora Te Hurihanganui (Board), Gavin Walker, Brad Ward, Brittany White, Kim Wood

1. Opening Karakia

Sarah Murray opened the meeting with a karakia.

2. Apologies

Apologies were received from:

- Watene Hema
- Bobbi Clark-Heu
- Kirsty Knowles
- Sonya Sutherland
- Phillip Millar
- Daniel Mitchell
- Vanessa Hughey

3. Nominees for the Board Election

The nominees for the vacant position on the Board were confirmed as:

- Alex Calwell
- Amanda Davies
- Paul Dunphy

4. Minutes of the previous meeting

The minutes of the 2022 AGM dated 23 November 2022, were approved.



Minutes of the previous meeting

The minutes of the 2022 AGM dated 23 November 2022 are a true and accurate record.

Moved: Richard Lindsay
Seconded: Stephen Cook

Decision Date: 2 November 2023
Outcome: Approved

5. Matters Arising

There were no matters arising from the previous meeting.

6. Co-Chair's Report

Michele Frey (Co-Chair) gave the Co-Chair report on behalf of Bobbi Clark-Heu and herself. Sarah Murray was appointed Chief Executive Officer in March 2023. Her experience in the industry and past service on the Recreation Aotearoa Board make her a valued addition to the Recreation Aotearoa whanau.

Te Hau Takitahi (Co-Chair) pilot has been operating through 2023. This pilot will be assessed early in 2024 to determine if this is a useful co-governance tool. Dan Anderson departed the Board in 2023 after making a significant contribution. Watene Hema joined the Board in an official capacity in 2023 after serving a period as the Aspiring Director.

The conference here today follows three successful conferences. Namely Waves 2022 in Te Papa-i-Oea, Palmerston North, Recreation Conference 2022 in Whakatū, Nelson and Green Pavlova 2023 in Te Whanga-nui-a-Tara, Wellington.

Michele thanked the Recreation Aotearoa staff and members for their contribution over the past year. Michele thanked the valuable partners of Recreation Aotearoa; Sport New Zealand, Ihi Aotearoa, New Zealand Cemeteries and Crematoria Collective (NZCCC), Generate Network, Park Leaders Forum, Te Kahui Māori, and Parks & Leisure Australia.

Mark Bowater will step down from the Board following this meeting after 3 consecutive 3-year terms of service to Recreation Aotearoa. Michele expressed her deep gratitude for his valuable service to the organisation and to herself personally on her governance journey.

Mark responded by expressing the pleasure and the privilege he has experienced over the last 9 years. He has valued the opportunity to give back to the recreation sector and recognises what a dynamic changing environment the sector is. Mark remains connected to the sector through his role with World Urban Parks.



Chair's Report 2022-2023

The 2022 /2023 Recreation Aotearoa Chair's Report was received.

Moved: Jen Benden

Seconded: Kiri Pope

Decision Date: 2 November 2023

Outcome: Approved

7. Chief Executive's Report

Sarah Murray gave her CE report. Sarah reflected on her previous experience on the Board and as AFR Chair before she was appointed CE in March 2023. Sarah recognised the past CE, Andrew Leslie, for initiating the journey that Recreation Aotearoa is on, the Senior Leadership team, and the staff of Recreation Aotearoa. The members were thanked for their continued support and contributions to the sector through what has been a challenging year. Sarah repeated Michele's thanks to the partners that support Recreation Aotearoa, the wider sector, and the communities that are served.

Sarah spoke of the continuing rollout of the inter-generational Te Whai Oranga vision and how this has impacted the delivery of our events and led to a growth in the cultural capability of the whole Recreation Aotearoa whānau. The waka hourua approach is one that she hopes can be embraced by the wider sector.

Highlights of the year included:

- An emphasis on bi-cultural conferencing
- Development of the cultural competency of staff and members, including the development of the Te Punga Marutau
- The impact of the Disability and Inclusion work programme
- Strengthening of partnerships with iwi and mana whenua alongside other organisations across the sector

Looking ahead, Recreation Aotearoa will build on these areas, as well as work on climate change while continuing to deliver a high standard of member services. Focus areas of note in the coming year include the introduction of a new database and web platform and continued focus on meeting Te Tiriti o Waitangi obligations.

Sarah repeated the message of thanks to Mark Bowater, as well as to the Board, Te Kahui Kura Māori, the Outdoor Recreation Sub Committee, the Regional Advisory Group, Regional Committee members, and the Programme advisory groups, committees, and panels.



Chief Executive's 2022-2023 Report

The Chief Executive's 2022-2023 Report was received.

Moved: Brad Ward

Seconded: Caroline Rain

Decision Date: 2 November 2023

Outcome: Approved

8. Financial Report 2022-2023

Mark Delivered the 2022-2023 Financial Report and recognised it has been a challenging year, both for Recreation Aotearoa and others.

KPI's

- Liquidity: ratios were healthy and exceeded the KPI
- Budget: A forecast (\$10K) deficit was improved upon and there was a closing surplus of \$5K.
- Reserved funds: closed at \$230K, although it was noted that some of this may need to be drawn upon in the 2023-2024 Financial year.

The positive results were a result of strong and diligent cost control.

Challenges for the coming year include cost increases. The core funding from Sport New Zealand is not CPI-adjusted. To mitigate this a concerted programme of work to broaden the funding base is underway.

Funding from well-attended conferences was also key to Recreation Aotearoa's finances for the year.

A deficit of (\$48) has been set as budget for 23-24. An investment in staff and fit-for-purpose software has been made. A CPI adjustment to membership rates may have to be introduced.



Financial Report 2022-2023

The Financial Report 2022-2023 was received.

Moved: Deb Hurdle

Seconded: Tom Mann

Decision Date: 2 November 2023

Outcome: Approved

9. Appointment of Auditors

Baker Tilly Staples Rodway (Financial Auditors) was reappointed.



Appointment of Auditors

Baker Tilly Staples Rodway was re-appointed as auditors for the 2023-2024 financial year.

Moved: Andrew Corkill

Seconded: Brad Ward

Decision Date: 2 November 2023

Outcome: Approved

10. Mahi Ngātahi – Governance Review update

Michele described the 2024 governance review. During the next 12 months a review of the constitution will be undertaken. This will be guided by Te Kahui Māori. This will determine what changes might be required to enact the organisation’s commitment to Te Tiriti o Waitangi. The new Incorporated Societies Act 2022 also requires a review of the constitution to be completed by April 2026.

Recreation Aotearoa has been on a path to be Te Tiriti o Waitangi-centric and operate in a manner that supports both Māori and non-Māori world views. In 2019 constitutional change to uphold Te Tiriti o Waitangi was voted in. In 2020 Recreation Aotearoa adopted the bicultural Te Whai Oranga strategy. Over the last 4 years work has been done to embody the strategy, including the current co-chair trial. Further changes to the constitution may be identified during the 2024 review.

The review will be led by Board members, Te Kahui Kura Māori, Recreation Aotearoa management, the Regional Advisory Group, and the Outdoor Recreation Sub Committee. Feedback on the review will be sought through a variety of mechanisms.

The draft reviewed material is expected to be available by mid-2024. Any proposed changes will be put to the vote at the 2024 Annual General Meeting.

11. Board Election Announcement

Michele thanked all the candidates

Amanda Davies was voted in as a member of the Board by a majority

12. General Business

There was no General business raised.

13. Closing Karakia

Michele gave a closing karakia.

The meeting closed at 1.05pm

Signature: _____

Date: _____