



NEW ZEALAND ROWING ASSOCIATION INC

NOTICE OF 136th ANNUAL GENERAL MEETING

The 136th Annual Meeting of the
New Zealand Rowing Association Inc. will be held at:

The Parnell Hotel and Conference Centre
10/20 Gladstone Road
Parnell
Auckland

Saturday, 20th May 2023
commencing at 1.00pm

A presentation on the future direction of Rowing NZ will be held from 10.30am. This will be run by Rowing NZ's CEO, David Meates, and General Managers, Judith Hamilton and Mark Weatherall.

The NZRF AGM will be held prior to the NZRA AGM, commencing at 12.00pm.

For accommodation at the discounted conference rate please book directly with The Parnell Hotel and Conference Centre by phone (09 303-3789) or email to reservations@theparnell.co.nz

Conference rates are subject to availability. The reference number 61100 must be quoted at the time of booking. The conference rate is not available through online bookings.

The AGM Dinner will be hosted by Auckland Rowing Association at the Maritime Room, Princes Wharf, Auckland CBD. More information will be provided by ARA in the coming weeks.

THE FOLLOWING ARE NOW CALLED FOR NO LATER THAN 5PM, FRIDAY 7TH APRIL 2023:

1. NOTIFICATION OF DELEGATES TO THE NZ ROWING ASSOCIATION INC. 136TH ANNUAL MEETING

Please inform Rowing New Zealand (RNZ) of appointed delegates no later than **Friday 7th April 2023**. Names and email addresses of delegates appointed by the Local Associations (Associations) to attend and vote at the 136th Annual General Meeting (AGM) are to be entered through the online nomination form. This nomination form can be found below or via the RNZ website (Official/ Official Documents/ AGM)

Each Association is entitled to appoint up to **TWO** delegates.

[DELEGATE NOMINATION FORM](#)

2. NOMINATIONS FOR ELECTION OF OFFICERS

Nominations are invited for the following Officers of the Association

Vice-Patron
President

Nominations close on **Friday 7th April 2023**. Nomination forms for Election of Officers can be found below or via the RNZ website (Official/ Official Documents/ AGM).

Note:

- Her Excellency The Right Honourable Dame Cindy Kiro (Governor-General of Aotearoa New Zealand) has been invited to be Patron of the NZRA.
- The current Vice Patron is Fred Strachan QSM
- Ivan Sutherland will end his term as NZRA President in May 2023.

[ELECTION OF OFFICERS NOMINATION FORM](#)

3. NOMINATIONS FOR ELECTED POSITIONS ON THE NZRA BOARD

There are no elected director positions available on the NZRA Board in 2023.

4. NOMINATIONS FOR APPOINTED POSITIONS ON THE NZRA BOARD

There are two appointed position available on the NZRA Board in 2023.

Jane Davel will end her first, three-year term in May 2023. Jane advised she is seeking reappointment for a second term.

Karen Raitt was appointed following the retirement of Geoff Taylor in October 2021. Karen completed Geoff's tenure until May 2023 and is now seeking reappointment for her first full term.

The RNZ Board recommend that Jane Davel be reappointed for her second, three-year term, and Karen Raitt be reappointed for her first full term.

Rationale

Both Jane and Karen initially went through a rigorous, independent and professional appointment process to be selected and conferred as Directors.

The skills and experience that Jane and Karen bring are hugely valuable to the make up of the Board. The organization has undergone significant changes and adjustment over the last two years, including a change to CEO. The Board believes it is important that we have the continuity of experience and expertise that Jane and Karen bring, rather than going to the market.

Both Jane and Kare have strong historical rowing backgrounds.

5. **NOMINATIONS FOR A NZRA SERVICE AWARD BLAZER**

Nominations for a NZRA Service Award Blazer are to be made by **Friday 7th April 2023**. Online nomination forms for Service Awards can be found below or via Rowing NZ website (Official/ Official Documents/ AGM).

[SERVICE AWARD NOMINATION FORM](#)

6. **NOMINATIONS FOR A NZRA LIFE MEMBERSHIP**

Nominations for NZRA Life Membership are to be made by **Friday 7th April 2023**. Life Membership criteria and the Life Membership nomination form can be found below or via the RNZ website (Official/ Official Documents/ AGM).

[LIFE MEMBERSHIP NOMINATION FORM](#)

7. **THE SIR DON ROWLANDS MEDAL**

The Award

The Sir Don Rowlands Medal has been created by RNZ in memory of Sir Don and is to be awarded for an “Outstanding Contribution to New Zealand Rowing”. Consistent with its namesake, the Award is intended to be an iconic award of Rowing New Zealand. The Award shall be made to an individual(s) who by their efforts over an extended period of time has excelled in, promoted or enhanced the sport of rowing in New Zealand to an outstanding degree.

Nominations for the Sir Don Rowlands Medal are to be made by **Friday 7th April 2023**. The Sir Don Rowlands Medal nomination form can be found below or via the RNZ website (Official/ Official Documents/ AGM).

Symbol of Award

The symbol of this Award shall be a medal – the “Sir Don Rowlands Medal”.

[SIR DON ROWLANDS MEDAL NOMINATION FORM](#)

8. **APPLICATION TO HOST THE 2025 NEW ZEALAND ROWING CHAMPIONSHIPS**

Applications close on **Friday 7th April 2023**. The nomination form can be found below or via the RNZ website (Official/ Official Documents/ AGM).

Note:

The successful applicant will be required to complete a Regatta Agreement with RNZ.

[2025 NZ ROWING CHAMPIONSHIPS APPLICATION FORM](#)

9. **APPLICATION TO HOST THE 2024 NEW ZEALAND MASTERS ROWING CHAMPIONSHIPS**

Applications close on **Friday 7th April 2023**. The nomination form can be found below or via the RNZ website (Official/ Official Documents/ AGM).

Note:

- The successful applicant will be required to complete a Regatta Agreement with RNZ.

[2024 NZ MASTERS ROWING CHAMPIONSHIPS NOMINATION FORM](#)

10. NOMINATION OF AWARDS

Member recognition is important and RNZ offers the opportunity to Local Associations to nominate for two-awards:

- a. Volunteer Recognition Award
- b. Club of the Year

Each Local Association is invited to nominate ONE volunteer of the year and ONE club of the year.

Nominations close on **Friday 7th April 2023**. Online nomination forms can be found below or via the RNZ website (Official/ Official Documents/ AGM).

Note:

- Each nominated Volunteer of the Year will be recognized at the awards function post the Annual Meeting
- All nominees for Club of the Year will be acknowledged at the awards function with one Club being awarded the RNZ Club of the Year award.

[VOLUNTEER RECOGNITION NOMINATION FORM](#)

[CLUB OF THE YEAR NOMINATION FORM](#)

11. CONSTITUTIONAL AMENDMENTS

Proposals for constitutional amendments are to be submitted to the RNZ Office Manager (rachael@rowingnz.kiwi) in writing by **Friday 7th April 2023** and will be circulated to the Local Associations as per the constitution.

12. REMITS

2023 is not a rule change year, however the Board may take urgency if circumstances warrant, accordingly Associations are to advise the Office Manager (rachael@rowingnz.kiwi) in writing of any special items of business and remits by **Friday 7th April 2023**.

13. GENERAL BUSINESS

Associations may wish by **Friday 7th April 2023** to give prior notice of matters they wish to raise under General Business. The online form for general business items can be found below or via the RNZ website (Official/ Official Documents/ AGM).

[GENERAL BUSINESS FORM](#)

David Meates

Interim Chief Executive

Email: david@rowingnz.kiwi

NEW ZEALAND ROWING ASSOCIATION INC.

AWARDS CRITERIA

The New Zealand Rowing Association (NZRA) has a number of awards which it makes on a regular basis to recognise the outstanding achievements of its members in particular capacities within the sport.

1. NZRA SERVICE AWARD - FOR SERVICE TO THE SPORT

Criteria

The NZRA Service Award is in the form of a pocket badge eligible to be worn by any person who:

- (a) holds or has held the position of Patron, Vice Patron, President or Vice President of the NZRA.
- (b) has been elected a Life Member of the NZRA.
- (c) has held a position as a Board Member or official of the NZRA for a minimum term of three continuous years.
- (d) has rendered distinguished service to the NZRA and/or Local Association for a minimum of ten years as an executive member or as any other recognised official of a Local Association.

Term

The award is for life.

Selection

Nominations are made by the Board or Local Association closing date **Friday 7th April 2023**, (no later than six weeks prior to the NZRA AGM).

The award is verified by a sub-committee appointed by the Board and confirmed by the AGM of the NZRA on the recommendation of the Board.

Announcement

The award is announced at the AGM of the NZRA.

Presentation

If a recipient is in attendance at the annual general meeting of the NZRA then the award is presented at that time by the President of the NZRA.

Alternatively, the award is presented by the President of the Local Association at the earliest opportunity.

Award

A pocket badge of navy-blue colour depicting the NZRA monogram in a shield badge is presented to the recipient and is worn on a jacket of the same navy-blue colour.

2. NZRA LIFE MEMBERSHIP – FOR DISTINGUISHED AND AUSPICIOUS SERVICE TO THE SPORT

Life Membership is the highest honour that the NZRA can bestow on its members and as such nominees deserve defined, uniform criteria for selection.

Criteria

Rights for a Life Membership will be built up by meritorious contributions over many years of (mostly) continuous service to NZRA in its widest sense, in recognition of their efforts furthering the interests of rowing, and may include one or more of:

- (a) Athlete representation in a New Zealand rowing team at age group and/or elite level
- (b) Coaching representation in a New Zealand rowing team, at age group and/or elite level
- (c) Administration, either paid or in a voluntary capacity to NZRA or its affiliates
- (d) Race Official
- (e) National Selector
- (f) Other work associated with the delivery of National High Performance program, regattas or trials e.g., members of KRI or SIR, Team physiotherapist
- (g) Sponsor or benefactor

These contributions may be supplemented by contribution to the sport of rowing beyond the immediate NZRA environment, which might include:

- (a) Regional Rowing Association
- (b) Regional Performance Centre
- (c) Other relevant Association e.g., Secondary Schools
- (d) Contributing club or schools with active rowing programmes

Notwithstanding all the above, the following will be deemed essential attributes for this level of membership:

- (a) Active contribution to the wider rowing community in various roles over a significant period, and/or
- (b) Providing meritorious contribution and distinguished and conspicuous service (including contributions in a leadership role) to NZRA and rowing.

Consideration of service solely as an athlete will be deemed insufficient, on its own, unless supplemented by significant contribution in other areas.

Intermittent contribution by a nominee over several periods of time will be taken into account.

Selection

Nominations are made by the Board or Local Association closing date **Friday 7th April 2023**, (no later than six weeks prior to the NZRA AGM).

The award is verified by a sub-committee appointed by the Board and confirmed by the AGM of the NZRA on the recommendation of the Board.

Term

The recognition is for life.

Privileges of Life Members

- (a) Life Members shall receive a Life Members pocket badge.
- (b) Life Members shall be invited to appropriate functions held by RNZ.

Nomination Form

All nominations for Life Membership must be submitted on the approved NZRA nomination form. Nominations in other formats will not be considered.

3. SIR DON ROWLANDS MEDAL

Background

Sir Don Rowlands KNZM, CBE, AM, was an icon in the sport of rowing, both in New Zealand and internationally. Sir Don represented New Zealand at rowing on many levels: as a Rower, Manager, Selector, NZRA President, Board Director, Life Member and Vice Patron. He was an integral member of Karapiro Rowing Inc and Chairman of the Organising Committee of the World Rowing Championships at Lake Karapiro 1978. As patron of the event, he was actively involved in the 2010 World Rowing Championships at Lake Karapiro.

Internationally, he served on FISA, the governing body for World Rowing, and was also the FISA Continental Representative for Oceania from 1974 to 1992. He was involved in the construction of rowing courses all around the world. He was a former Vice President of the New Zealand Olympic Committee and was awarded the Olympic Order Medal in 1982 and the FISA Distinguished Service Medal in 2009.

He is the recipient of two Halberg Awards for leadership and service to sport. He was inducted into the New Zealand Business Hall of Fame in 2014 in recognition of his accomplishments in the business sector and was similarly inducted into the New Zealand Sports Hall of Fame in 2016 in recognition of his accomplishments in rowing.

Sir Don received his Knighthood for services to sport and to business in 2015.

Award Criteria

The Sir Don Rowlands Medal has been created by Rowing New Zealand in memory of Sir Don and is to be awarded for an “Outstanding Contribution to New Zealand Rowing”. Consistent with its namesake, the Award:

- (a) is intended to be an iconic award of Rowing New Zealand.
- (b) shall be made to an individual(s) who by his or her efforts over an extended period of time has excelled in, promoted or enhanced the sport of rowing in New Zealand to an outstanding degree.

Process

All nominations for the Sir Don Rowlands Medal must be submitted on the approved NZRA nomination form to the RNZ Board with appropriate (thorough biography) supporting documentation.

Note: Nominations in other formats will not be considered.

The Award has no mandatory timeline for presentation, it being awarded when an appropriate recipient is approved by the RNZ Board, but not more than annually.

Symbol of Award

The symbol of this Award shall be a medal – the “Sir Don Rowlands Medal”

4. VOLUNTEER RECOGNITION - FOR OUTSTANDING CONTRIBUTION TO THE SPORT

Note: ASSOCIATION: Each nominee from an Association will be recognised at the AGM

Criteria

Awarded to volunteers who have made the outstanding contribution to a club of the NZRA and/or Local Association and/or one of the affiliated members of the NZRA.

Selection

Clubs and Affiliates to put forward names to their Local Association which will then put forward ONE nominee, closing date **Friday 7th April 2023**, (no later than six weeks before the AGM).

The recipient of the award is selected by the RNZ Domestic Committee.

Announcement

The award is announced at the annual meeting of the NZRA.

Presentation

If a recipient is in attendance at the AGM of the NZRA then the award is presented at that time by the President of the NZRA.

Alternatively, the award is presented by the President of the Local Association at the earliest opportunity.

Award

Award (pin) allocated to each Association – eleven Associations.

5. THE CLUB OF THE YEAR - FOR THE MOST SIGNIFICANT IMPROVEMENT IN THE SPORT

Note: CLUBS & ASSOCIATIONS: There is one award to recognise the Club of the Year.

Criteria

Awarded to the club that has made the most significant improvements in its on and/or off water performance in the areas of:

- (i) Club management in planning and implementation.
- (ii) Active rowing membership.
- (iii) Development and utilisation of amenities and equipment.
- (iv) Budgeting and control of finance.
- (iv) Involvement of personnel including coaches, management and support people.
- (v) Promotion and image of the club and the sport.
- (vi) On water performance at local regional and national regattas.

Term

The award covers the twelve-month period from the conclusion of one AGM of the NZRA to the conclusion of the next annual meeting of the NZRA at which it is presented.

Selection

Nominations are made by Clubs or Local Associations on behalf of a club closing date **Friday 7th April 2023** (no later six weeks before the AGM).

The recipient of the award is selected by the GM Community & Development, GM Performance and the Chief Executive.

Announcement

The award is announced at the annual meeting of the NZRA.

Presentation

If a recipient is in attendance at the annual general meeting of the NZRA then the award is presented at that time by the President of the NZRA.

Alternatively, the award is presented by the President of the Local Association at the earliest opportunity.

Award

The Club of the Year will receive the Mercury Trophy (formerly MRP & ECNZ Trophy)