



NEW ZEALAND KUNG-FU WUSHU FEDERATION (Inc)

紐西蘭功夫 武术 联盟



**Associate Member of the New Zealand Olympic Committee
SPARC Recognised National Sport Organisation (NSO) for Kung-Fu Wushu in New Zealand
Official Representative to the International & Oceania Wushu Federations**

MINUTES OF THE 7th ANNUAL GENERAL MEETING

**JOHNSONVILLE COMMUNITY CENTRE [ROOM 2]
3 FRANKMOORE AVENUE JOHNSONVILLE, WELLINGTON
ON SUNDAY 27 NOVEMBER 2011 AT 1.00PM-3.00PM**

- 1. WELCOME**
Glen Keith, President and Chair opened the meeting and welcomed attendees.
- 2. PRESENT**
 - 2.1 Constituent Members:**
Glen Keith, Grant Butcher, Leslie Kentfield, Raymond Poy, David Mackenzie, Bob Chartres (proxy for Stan Chun), Bill Vella (proxy for Master Shi Mei Lin).
 - 2.2 Additional Proxies:**
Terry Hill, Ray Smith, Shakir Nesar all gave their proxy to Glen Keith
 - 2.3 Also in attendance:**
Margaret Chartres (Interim Secretary)
- 3. APOLOGIES**
Apologies were received from: Dave Thew, John Munro, Shakir Nesar, Ferne McKenzie, Kevin and Patrick Zhang, Vlado Rasher, Lucy Hannah, Terry Hill, Raymond Smith, Stan Chun, Master Shi Mei Lin, David Wong.
- 4. CONFIRMATION OF MINUTES**
The Minutes of the 6th Annual General Meeting held on Sunday 21st November 2010 were taken as read and confirmed.
- 5. APPROVAL OF AGENDA**
The Agenda for the meeting was adopted unanimously.
- 6. PRESIDENT'S REPORT**
Glen Keith talked to each heading in his report covering the period 1 January 2011 to 31 December 2011. The President's Report was accepted. Moved David Mackenzie, seconded Leslie Kentfield.
- 7. ACCEPTANCE OF ANNUAL ACCOUNTS**
The audited accounts were tabled and talked to by the President. The accounts were accepted - moved Grant Butcher, seconded Raymond Poy.

8. BUSINESS CARRIED FORWARD

There were no matters additional to those covered in the President's Report carried forward from the 2010 AGM.

9. MATTERS ARISING

Elections

9.1 Glen Keith was elected unopposed as President and Chief Executive Officer (CEO) for a 4-year term (2011-2014)

9.2 Grant Butcher and Leslie Kentfield were elected unopposed as Executive Members for a 4-year term (2011-2014)

9.3 The Treasurer and Secretary are to be appointed by the Executive in due course.

Changes to Constitution

Changes to the Constitution were fully canvassed and discussed with the following agreements. See Appendix 1 for a full breakdown.

9.4 Section 2 Interpretation - New section (2.5). It was agreed to replace the term "President" with: "President **and Chief Executive Officer (CEO)**".

9.5 Section 2 (2.1) It was agreed to amend 'Interpretation' to read: "Wushu means all recognised and recognisable forms of traditional, contemporary (sport), recreational and health related* (***including but not limited to, all forms of Tai Chi and Qi-Gong**) Chinese martial arts."

9.6 Section 4 (4.1) It was agreed to amend 'Objects' to read: "Promote, support, protect and encourage the practice and teaching of traditional, contemporary (sport), recreational and health related* (***including but not limited to, all forms of Tai Chi and Qi-Gong**) Chinese martial arts, herein after referred to as wushu.

9.7 Section 17 (17.3) It was agreed to amend 'The Executive' to read: The President and two Executive Members shall be elected for a **four-year term and are eligible for re-election**. It was further agreed that to ensure continuity in the Business of the Executive.

9.8 Section 17 (17.5) It was agreed to amend 'Executive' to read: In respect of the office bearers of the Executive to be elected at Annual General Meetings, nominations for candidates for election:

Shall be made in writing by the candidate on a candidate form so prescribed from time to time by the Executive, and;

Shall be delivered to the Secretary not less than ten days before the date fixed for the holding of the Annual General Meeting at which the election is to take place, and;

Nominations for the role of President shall be accompanied by the candidate's election manifesto covering plans for the next 3-5 years, which the candidate shall present in person at the AGM.

- 9.9 Section 17 (17.4.4) 'Duties of Office Bearers' was amended to include:
Prepare and present for Audit each year to the Federation's approved Auditor, an annual statement of financial performance and statement of financial position of the Federation (and supporting documentation) for the financial year ended.

Moved by Bill Vella and seconded by Bob Chartres to accept all the changes agreed to.

Ex-Officio

There was additional discussion about outgoing Presidents having an "Ex Officio" role to assist with transition arrangements. This will be carried forward to the next AGM for discussion as it was proposed after the deadline for proposals to amend the constitution. "Ex Officio" implies right of office without needing to be elected. Some organisations accord the position consultative status without voting rights.

Possible new clause (17.4) for the constitution: "The retiring President shall hold office as Immediate Past President and Ex-Officio Member of the Federation Executive, from the time of the election of his or her successor as President. The Immediate Past President holds that position until the sitting President is replaced."

10. GENERAL BUSINESS

- 10.1 Glen Keith noted that the Federation's 2012 event time-table had yet to be finalised as he was waiting for confirmation of the dates for the World Junior and World Traditional Wushu Championships.
- 10.2 Raymond Poy advised that the Kilbirnie Sports Centre had rooms suitable for use by members. They may be currently in use by Shi Mei Lin.
- 10.3 David McKenzie invited those at the meeting to join him and others in the adjacent hall after the meeting where a group was performing Dr Lam's Tai Chi for Arthritis and other items.
- 10.4 Grant Butcher reflected on the 20 or so years of hard work by many around the table to grow the organisation to its current state. Leslie Kentfield noted that while some had dropped out, he was optimistic that they could be brought back in. Glen Keith responded that a strength of the organisation was the Executive and members working well together over the 20 years.

11. VOTE OF THANKS

Glen Keith thanked all executive members, office holders, helpers and supporters for their great efforts over the last year.

12. ADJOURNMENT

There being no further business the Chair thanked everyone for their attendance. A vote of thanks to Glen Keith was carried unanimously. The Chair declared the meeting closed at 3.00pm.

NZKWF Secretariat

Appendix 1

Agreed Changes to the Constitution of the New Zealand Kung-Fu Wushu Federation Incorporated Voted at the 2011 AGM

Proposal 1 - by Glen Keith

Section/s of Constitution	Section 2 (2.1) Interpretation
Reason for Change	Re-ordering of existing wording and to clarify definition and coverage
Current Wording	<u>Wushu</u> means all recognised and recognisable forms of traditional, recreational, health related and contemporary (sport) Chinese martial arts.
Agreed Wording	<u>Wushu</u> means all recognised and recognisable forms of traditional, contemporary (sport), recreational and health related* (*including but not limited to, all forms of Tai Chi and Qi-Gong) Chinese martial arts.

Proposal 2 - by Glen Keith

Section/s of Constitution	Section 2 Interpretation - New section (2.5)
Reason for Change	<p>Over the last 12 months an increasing amount of correspondence sent to the Federation from organisations such as SPARC, National Olympic Committee and Regional Sports Trusts, use the term CEO rather than President. The term CEO is consistent with management titles in larger sports organisations and is now in common usage.</p> <p>The responsibility and accountability of a President versus a CEO in a National Sports Organisation is the same in most cases, with the only difference being the scale of activity and financial resources.</p> <p>Using the term CEO will create synergy with other larger sports for our key stakeholders both in New Zealand and Overseas.</p>
Current Wording	N/A
Agreed Wording	<p><u>President</u> means the National President of the Federation and may also be referred to as “President and Chief Executive Officer (CEO)”</p> <p>Note: It was noted that where finances permitted in the future, such as the ability to offer paid employment, a stand-alone role of CEO could be created that served under the President. In the mean time however, the President would also be the CEO for all intents and purposes.</p>

Proposal 3 - by Glen Keith

Section/s of Constitution	Section 4 (4.1) Objects
Reason for Change	Align wording to Section 2 (2.1) Interpretation of 'wushu'
Current Wording	Promote, support, protect and encourage the practice and teaching of traditional, and contemporary wushu (herein after referred to as 'wushu') including recreational and health related wushu.
Agreed Wording	Promote, support, protect and encourage the practice and teaching of traditional, contemporary (sport), recreational and health related* (*including but not limited to, all forms of Tai Chi and Qi-Gong) Chinese martial arts, herein after referred to as wushu.

Proposal 4 - by Glen Keith

Section/s of Constitution	Section 17 (17.3) The Executive
Reason for Change	<p>To align to the term of office of Federation officials to that of officials elected to the International Wushu Federation (IWUF) and Oceania Wushu Federation OWUF), which are 4 years each. And as the New Zealand CEO currently holds official positions in each of these organisations.</p> <p>Article 17 Executive Committee - in the IWUF Constitution states:</p> <p>17.3 The Executive Committee members shall be elected by the Congress serving terms of four years and shall be eligible for re-election. The power shall be transferred during the period between the end of the election and the end of the World Wushu Championships. The newly elected Executive Committee shall perform its duties after the conclusion of the World Wushu Championships</p> <p>Article 3.3 Executive Committee - in the OWUF Constitution states:</p> <p>b. The Executive Committee members are elected for a four-year term and are eligible for re-election.</p>
Current Wording	The President and two Executive Members shall be elected at each tri-annual General Meeting.
Agreed Wording	The President and two Executive Members shall be elected for a four-year term and are eligible for re-election.

Proposal 5 - by Glen Keith

Section/s of Constitution	Section 17 (17.5) Executive
Reason for Change	<p>Simplifies the process for election of office-holders, while providing confidence to members that in the event of two candidates applying for the role of National President, that both candidates will be required to produce and present at AGM, their election manifesto for the next 3-5 years.</p> <p>It also provides the Executive with the opportunity to develop candidate requirements on the “candidate form”, that are specific to the roles of President and Executive Member, that the Executive believes is in the long-term best interest of the Federation.</p>
Current Wording	<p>In respect of the office-bearers of the Executive to be elected at Annual General Meetings, nominations for candidates for election:</p> <p>Shall be made in writing, signed by two Constituent members of the Federation and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and</p> <p>Shall be delivered to the Secretary not less than ten days before the date fixed for the holding of the Annual General Meeting at which the election is to take place.</p>
Agreed Wording	<p>In respect of the office-bearers of the Executive to be elected at Annual General Meetings, nominations for candidates for election:</p> <p>Shall be made in writing by the candidate on a candidate form so prescribed from time to time by the Executive, and;</p> <p>Shall be delivered to the Secretary not less than ten days before the date fixed for the holding of the Annual General Meeting at which the election is to take place, and;</p> <p>Nominations for the role of President shall be accompanied by the candidate’s election manifesto covering plans for the next 3-5 years, which the candidate shall present in person at the AGM.</p>

Proposal 6 - by Glen Keith

Section/s of Constitution	Section 17 (17.4.4) Duties of Office Bearers
Reason for Change	Add in another key function of the Treasurer
Current Wording	N/A
Agreed Wording	Prepare and present for Audit each year to the Federation's approved Auditor, an annual statement of financial performance and statement of financial position of the Federation (and supporting documentation) for the financial year ended.