

## Memorandum

**Date:** Friday 7<sup>th</sup> July, 2023  
**To:** Surfing New Zealand Affiliated Members  
**From:** Heath Kerr – Surfing New Zealand Chairperson  
**Subject:** 2023 Annual General Meeting – Surfing New Zealand Inc

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Notice is hereby given that the 2023 Annual General Meeting (AGM) of Surfing New Zealand Inc is to be held 10:00am on Saturday 18th November, 2023.

### Location

The meeting will be held in person at Mount Maunganui (venue tbc) and online via Microsoft Teams.

### Business of the AGM

The business of the AGM shall be in accordance with Section 22 of the SNZ Constitution:

22.4 By no later than 30 days before the date set for the AGM, proposed motions (including alterations to the Constitution), and other items of business must be received in writing by the Chief Executive from the Members and/or the Board. Please send any proposed motions to [benkennings@surfingnz.co.nz](mailto:benkennings@surfingnz.co.nz).

22.5 The following items of business are discussed at the AGM:

- (a) the receipt from the Board of an audited annual financial report for the preceding financial year;
- (b) the announcement of any new Appointed Board Members;
- (c) the election of any new Elected Board Members;
- (d) the appointment of scrutineers for the meeting;
- (e) any motion(s) proposing to alter the Constitution;
- (f) any other motions; and
- (g) any other items of business properly submitted for consideration at the AGM.

22.6 In addition to the notification to Members of the candidates for election by no later than 45 days prior to the date of the AGM (Rule 18), an agenda of items of business for the AGM is sent to the Board and the Members by no later than 21 days before the date of the AGM. No additional items of business not listed on the agenda can be voted on but may be discussed by unanimous agreement of the meeting.

### Nominations and Voting for Elected Board Member Positions

This year two board positions will be up for election:

- South Island Representative
- Maori Board Member

Nominations for these positions must be completed on the attached form and submitted to the Chief Executive by Friday 29<sup>th</sup> September. Nominations should be accompanied with a 500 word statement in support of their nomination. All nominations will be distributed to stakeholders no later than Tuesday 3<sup>rd</sup> October.

Current board members, Jimi Higgins (South Island Rep) and Alan Te Moananui (Maori Board Member), are standing for re-election.

In 2022, Keri McKenzie (North Island Rep) and Deb Bowry (Elected Board Rep) were elected for a second term of three years and have two years remaining on the board.

### **Appointed Board Members**

One appointed board member position will be filled prior to the AGM. This process will be conducted by the board appointments panel. All stakeholders will be notified when the appointed board member positions are advertised. Heath Kerr (Chairperson) has completed his first three-year term (taking over the three-year term vacated by Greg Allnutt in 2021). Heath is reapplying for a position on the board. Appointed board members will be notified to stakeholders by Friday 23rd September.

### **Remits**

Remits and General Business of the AGM must be submitted to Surfing New Zealand on the official remit form by **11:59pm, Friday 20th October**. The remit form is attached.

Advice regarding the Agenda for the AGM will be distributed in accordance with the organisation rules in due course.

Regards,

Ben Kennings  
Chief Executive  
Surfing New Zealand