

Minutes from the Annual General Meeting of MSC

West Plaza Hotel

27 October 2011

Present:	Ross Meder	MSC Chair
	Andy Woodhouse	Duke of Edinburgh Hillary Award
	Anja Morris	Regional Representative - Region2
	Chris Emmett	Snow & Avalanche
	David Rew	NZ Shooting Federation
	Fiona Hudson	Regional Representative - Region 4
	Fiona McDonald	Education Outdoors NZ/MSC Education Committee Convener
	Geoff Ensor	Tourism Industry Association
	Inspector Joe Green	NZ Police
	Mike Davies	Department of Conservation
	Miles Davidson	NZ Snowsports Council
	Nathan Watson	Girl Guiding NZ
	Noel Bigwood	Regional Representative - Region 3
	Ollie Clifton	NZ Alpine Club
	Pip MacDonald	Regional Representative - Region 7
	Ray Goldring	Bushcraft Convener
	Terry Waghon	NZ Mountain Radio Service
	Trevor Dyke	NZ Deerstalkers Association
	Russell Chilton	Regional Representative - Region 5
	Bryan William	Department of Labour
	David Comber	Land Search and Rescue

Attendance list incomplete as not all those present at the AGM signed the register.

Apologies:	Kevin Boekholt	NZHOG
	Mal Haskins	NZ Mountain Guides Association
	Elizabeth Dickens	Girls Brigade
	Joseph Harawira	ACC
	Maj. Ian Brandon	NZ Defence Force
	Matthew Cant	NZ Outdoors Instructor Association
	Bridget Janse	First Aid Convener
	Carl McOnie	Search and Rescue Institute NZ

Proxies:	Fiona Hudson	Firearms Convener
	Ross Meder	Deputy Chair/Regional Representative - Region 1
	Bill O'Leary	NZ Deer Stalkers
	Ollie Clifton	NZ Heli Operators Group
	Ollie Clifton	Alpine Committee
	Pip MacDonald	Regional Representative - Region 7
	Joe Fecteau	Girls' Brigade New Zealand Inc
	Trevor Dyke	NZOIA

Welcome and Introduction

Ross welcomed everyone to the 2012 AGM. Providing a brief outline of today's proceedings.

Confirmation of Previous Meeting Minutes

Dave Comber moved to accept the minutes, Miles Davidson seconded.

Motion carried.

Matters Arising from Previous Minutes

None

Chairperson's Report

The Chairperson presented his report. Sighting that 2011 was a tough financial year given the current economic times. It was recognised that MSC has had to take a very careful look at what 'we do, how we do it, and where to from here'. It was emphasised that MSC Management and the Executive Team have considered these and other questions and are united in their findings. Namely that MSC has a unique strength which allows valuable contributions; having a national network of volunteers is the unique strength which must be fostered; with the current focus on the commercial sector means MSC must take a leadership position in promoting and supporting safety within the non-commercial sector; and with 46 years of dedication in this sector we have a voice. We have passionate, dedicated and skilled members who have built MSC's reputation for safety in the outdoors and it is with these great people that we will move the organisation forward, valuing and supporting them remains our number one priority.

Comments were made on the work MSC has done around strengthening relationships with a number of strategic partners and our contribution to the DoL Review into Adventure Tourism.

The Chairperson acknowledges that funding of the organisation was an ongoing issue with other options being explored. Also acknowledging the support of LGB, NZ Police, SPARC and others for direct funding of projects and general activity.

The Report finished with the message that if the safety message of "Discover more, safely" is to reach the wider community it will be done through the ongoing relationship with volunteers, member agencies, funders and Government and thanking everyone for the good work already done and yet to be done.

Chris Emmett moved the report be accepted, Anja Morris seconded.

Motion carried.

Chief Executive's Report

Darryl presented the council with a PowerPoint presentation to showcase MSC's year that was. Key points were:

- A new Programme Manager was appointed for OFA, in early 2012 for a 6 month contract to rebuild and re-establish the programme.
 - Good number of qualifications have been processed with Whitireia and SkillsActive this year..
 - Shop has been very active.
 - Chris Owens went on the road, visiting many of the branches, giving them the opportunity to ask questions as well as for Chris to get a view from the other side. This has been very productive and valuable for the organisation.
 - Brief overview of the Transformation Project and its implications.
 - Overview and summary of the financials was also given. Saying MSC received an increase in core funding this year; we were fortunate to have achieved the project funding that we did; COGS funding was not easy but we were successful in securing this for the Branches.
- Over all we beat the budget by 1%, there have been some tough calls but that we are committed to deliver under the budget, as promised.

The Chief Executive thanked the MSC Team, both paid and unpaid staff as well as all the agencies who have supported MSC and the Chair. Thanks to the board for their support this year.

Chris Emmett moved the report be accepted, Anja Morris seconded.

Motion carried.

Financial Report 2010/2011

Barry Baker from Grant Thornton gave a presentation and commented on the current economic environment and what the implications are for MSC.

For MSC and similar organisations, Barry believed there is a push for a national funding model focus from government with the outlook of "Do more with less and User Pays". Search for and look after core funding, in particular commercial funding. Recognising that although MSC does a little of this already, there is evidence more and more volunteer organisations are chasing commercial money, project funding does not address the funding for the back office etc.

Overall MSC is in a good position as a result of the completion of the restructuring.

Q &A

Last year's comment was that MSC reserves were rather low, this year however it is being said that less isn't bad? Barry advised that MSC has enough money to wind down or cope with large fluctuation. So short answer MSC needs to make sure that even though now we may be faced with a loss, this cannot be sustainable over a large period.

Chris Emmett moved the Financial Report be accepted, Anja Morris seconded.

Motion carried.

Standing Committee Reports (tabled)

Bush Craft

River Safety message has been produced this year and working alongside Water Safety Council this has been distributed nationwide. In term of Instructors, we are concentrating on the Level 2 instructors. We are combining the Bushcraft and Risk Management committees because of their cross over.

Currently we are working with the SOPs again to see if they are still current and updating them as needed. Looking also at 'Take a Kid Tramping' as well as doing some form of Leadership courses by setting up a programme to pass on leadership skills from our current instructors.

Research

It is critical that the NID be revamped. With the DOL review there is possible leverage. Successfully received SPARC funding but with their relabelling the implications of this going forward will need to be seen.

Project list provided and a thank you expressed to branches who contributed to the. Securing Archival Information project with phase two to create a chronological database and phase three to update the website and to communicate research outcomes. We are getting a lot of hits and interest shown. The history we are looking at is huge so we have narrowed down to 'inception'.

Snow and Avalanche

The bi-annual Avalanche Conference was a huge success. Slow start to winter season has resulted in not much interest in our courses but once the snow arrives it is thought that demand increased.

Avo.net was a biggest success this winter. It was all about engaging the committee more and to use areas outside the ski fields and the backcountry. Using the media was trialled this year. InfoX didn't quite work the way it was envisaged and will be reviewed for next season.

Regional Representative Reports (tabled)

Common concerns raised were in relation to funding of branches/AOs, survival of small branches, recruitment and retention of instructors, introduction of the \$25 administration levy. It was noted that course numbers have dropped in Region 6 due to the Christchurch earthquake.

Council Member Reports (tabled)

Police

Research into non-intentional instances done by Mike. Report acknowledged Mike and Tracey for their efforts and the support from National Office as well as Lindsey's support. Comment was also made that Police have been working as part the visitors intention programme.

Land SAR

Major concern around the current uncertainty of TEC funding, there are threats and opportunities.

NZ Alpine Club

Upcoming coronial inquest around a fatality in 2010 is on course. This has been pushed out to 2012, great support received around communications thanks to Darryl.

EONZ

Continuing to work with MSC on EOTC project in partnership with MoE. Looking forward to the resources, and what we have developed to go live on TKI (teachers website). Education Committee is in the process of rebuilding and looking forward to redefining its roles and responsibilities so it can support MSC.

NZ Snow Sports

This time last year we had second best season, we have some fields still open but we are not expecting to hit the number we have last year.

Currently we are moving towards guidelines for Lifts which should be ready for 2012. This year we have managed to get some funding (\$15,000) for MSC for the Avalanche programme and the new website. Thank you to Andrew for his support.

DOC

Apologised for not having report ready.

Substantial funding cuts coming up with another restructure. Message today is that whilst there has been funding support for MSC, don't expect funding for next year. DOC needs to look hard at how it will be supportive of MSC going forward, collaboration is the only way MSC will make progress in future.

Shooting Federation

With funding continuing to be reduced, we are concentrating on high performance shooting. We have a Team going to Sydney for Oceania Championships, and a contingent of 50 going for the major qualifying event for Olympics. Roughly one third are juniors under the age of 21. Looking forward to the Olympics in London.

Girl Guiding NZ

Busy with summer coming up and jamboree, as well as implementing a new safety mechanism and going through the outdoors mark audit. Big part of what we do is around training of leaders and ensuring they know how to deliver safety message to members. Thanks to Chris for his assistance.

Duke of Ed

Getting head around all their suppliers eg. commercial delivery of courses by MSC etc. Ensuring that those Organisation's delivering Duke of Ed are delivering to the correct standard, so working with Chris, to ensure MSC branch's ability to delivery courses.

NZDA (Late Report tabled)

NZDA stated that they were not only a founding member, but with a proud record of contribution to MSC. Report stated that 23 branches were actively delivering the programme, with attendance on courses increasing. NZDA advised that they now have an MOU with Whitireia to delivery qualifications. Concerns were raised over MSC's lack of capacity to deliver courses. In future, NZDA will continue to use standards based for instructors through Whitireia and Skills Active.

Tourism Industry

Seeing a really committed team in National Office. As part of TIA, the Christchurch impact is just being understood fully with the flow-on for the next 5 to 10 years. Economically things are not rosy. Tourism is pretty resilient and with a positive outlook.

It's good to see the Visitor Risk Programme project coming to fruition. Daryll set up some clear timelines which is good to see, specifically around the safety code and adventure smart.

Adventure review has been a focus for TIA for some time and MSC's contribution has been very valuable. But the challenge will be on the implementation and what it means to non-commercial sector.

In respect to the Business plan and Strategic plan, Darryl has been good for MSC, MSC has been refocused showing we have an organisation that matters. There will always be challenges

DOL

Report acknowledged Daryl's support on a number of projects. Government instructed a review of Tourism etc. From November people will be required to notify their visitor intentions. The health and safety act has always been in place, but duty of care is new.

Chris Emmett moved that all reports be accepted. Anja Morris seconded.

Motion carried.

Confirmation new Members of Council

None

Confirmation of Council Awards

Summary of Nominations tabled

Kevin McCarthy of Waikato branch . Anja Morris spoke in favour.

Nick Ford of Taranaki branch, Paul Dekker of Manawatu branch, Nigel Seebeck of Wellington Branch, and David Eaton of Wellington Branch. Nigel Bigwood spoke in favour.

John Ransfield of Rotorua Branch and Owen Oats of Taranaki Branch. Mike Spray spoke in favour.

Olli Clifton moved the Awards be confirmed. Noel Bigwood seconded.

Motion carried.

Confirmation of Business Plan and Budget 2011/2012

Business plan is in agreed format but needs to be adopted.

Some questions were asked in terms of the first aid and the bushcraft budget differential. It was advised that the difference for the bushcraft budget was the Bush Craft Manual and in terms of the increased first aid budget this is because the programme now has a contracted Acting Programme Manager starting in January 2012. The Acting PM will be on a 6 month contract with a primary role to review the first aid manual and workbooks. This is specifically funded by LGB.

Pip MacDonald moved that the Business Plan and Budget be adopted and approved.

Noel Bigwood Seconded

Motion carried

Strategic Plan 2011-2016

This was tabled and discussed. In specific Outcome 3. Commercial Operations. It was confirmed by the chair that MSC is an Advisor on this.

MSC consistent position is that there is one standard of safety, and where this review affects the volunteer sector we will advocate and support TIANZ etc. Questions were raised in terms of financial support for this and is the commercial sector supporting this. The answer was that there was none at this point but that the budget did reflect our involvement in this.

Ray Goldring moved the Strategic Plan be adopted. Mike Davies seconded.

Motion carried.

Election of Chairperson and Chairperson

There was only one nomination (incumbent) and so Darryl Carpenter declared Ross Meder, Chair.

Election of Deputy Chairperson

There was only one nomination (incumbent) and so Ross Meder declared Murray Douglas Deputy Chair.

Election of one Member of the Executive Committee

Two nominations received for the one position vacated by Joe Green.

Fiona McDonald and Russell Chilton were each given the opportunity to present themselves to Council and those in attendance to provide background and reasons why they should be considered for the executive vacancy.

Members voted and confirmed Fiona McDonald as a member of the Executive.

Confirmation of Cheque Signatories

Signatories: Ross Meder, Darryl Carpenter, Richard Brodie, Leonce Jones, Lindsey Pickering

Trevor moved confirmation, Andy Woodhouse seconded.

Motion carried.

Confirmation of Auditors

Present auditors: Deloitte

The Chairman proposed that the appointment of Auditor be deferred, subject to ongoing discussions between Management, Executive and Deloitte, until such time an agreement has been reached.

Mike Boyce moved deferral of Auditor appointment. Russell Chilton seconded **Motion Carried**

Changes to the Constitution - With only council members able to vote on the Amendments on Item 2:

Item 1

Jo Green moved to adopt the constitutional changes Item 1. Fiona McDonald seconded. **Motion carried.**

Item 2

Discussion ensued around timing of AGM and amendment of it.

AGM is not a good forum for this document to be adopted and approved. We need to leave this to the Executive to get it working and then submit to Council.

Dave Comber talked against this motion. If this is passed Council has no power and therefore there is no reason to come to this meeting

In Favour: 7

Opposed : 2

Abstaining: 0

Miles Davidson moved to adopt the constitutional changes Item 2. Mike Davies seconded. **Motion carried.**

Item 3

Comment was made that with this change to constitution, forces and locks members in positions. Is it possible to bring members back, the answer was yes by way of co-opting them back, one at a time.

It was said that this change provided flexibility and would build on retention, with checks and balances.

Motion to adopt Item 3 was put to a vote:

In Favour: 8

Opposed: 1

Mike Davies moved to adopt the constitutional change Item 3. Ollie Clifton seconded. **Motion Carried**

General Business

None

Next Meeting

Not set at this time.

Ross thanked everyone for attending

There being no further business, the meeting was closed at 12:28 PM.