

For voting by delegates

Appendix A: AGM 2025 papers

Notice of Motion

Appointment of an Auditor or Reviewer

The Management Committee proposes that Cross Financial Services Limited be appointed as Auditor or Reviewer (the Management Committee to determine which and the scope if a Review is decided upon) for the 2024/2025 financial year.

Proposed by: Lesley Nicol (Acting Treasurer)

Dated:



28 Aug 2024.

Seconded by: Debbie Roxburgh (President)

Dated:



29/8/24

For voting by individuals

Notice of Motion for the Determination of Membership Fees for 2025/26

The Management Committee proposes that the New Zealand Branch Service Fee for 2025/26 for an Adult Single Member be increased by \$1 to \$56 for the year 2025/26. This is an increase of only 1.8% which is less than the current Government published rate of inflation. The Branch is absorbing the additional increases in running costs.

The Society Subscription (expressed in Pounds) will be that set by the Society at its AGM in November 2024, and the Management Committee will determine in July 2025 what that amount will be when converted to NZ\$. This will be a close conversion, and the movement in the exchange rate between July 2025 and when the funds are remitted to the Society (in late September or early October 2025) will be managed through the Subscriptions Bank Account.

The fees for other categories will change as shown in the table below (figures have been rounded to whole \$).

	Membership Category	Branch Service Fee	\$
	Adult Single	100%	\$56
	Adult Single Email	100% - \$16	\$40
*	Adult Joint (per person)	100% - \$12	\$44
**	Adult Joint Email (per person)	100% - \$20	\$36
	Young Adult (18 – 24)	80% - \$10	\$35
	Young Adult (18 - 24) Email	80% - \$10 - \$16	\$19
***	Half Year	50%	\$28
	RSCDS Life Member	100%	\$56
	RSCDS Life Email	100% - 16	\$40

* Only one Joint Member may be registered in association with any other Joint or fee paying Member in a household. Both should be registered as Adult Joint.

** Both members should be registered as Adult Joint Email, only one will receive publications sent by email.

*** Half Year membership is available to new members joining after 1 January 2025. The fee is 50% of the fee for Adult Single membership for the relevant membership year. It is not available to lapsed members re-joining.

Proposed by: Lesley Nicol (Acting Treasurer)

Date:



Seconded by: Debbie Roxburgh (President)

Date:



For voting by individuals

Notice of Motion

Management Committee Expenses

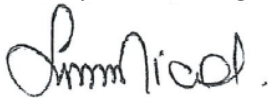
The Management Committee propose that 100% of the Summer School Accommodation cost be reimbursed for the following branch positions. To offset this increase the Management Committee proposes that the Honoraria for the following Management Committee positions be discontinued.

- a) President
- b) Vice President
- c) Treasurer
- d) Secretary
- e) Communications, Publicity and Membership Co-ordinator
- f) Education and Training Co-ordinator
- g) Information Technology Co-ordinator
- h) Youth Co-ordinator

Where travel timetables mean that it is impossible for a Management Committee member to arrive in time for a scheduled meeting, that discretion be given to reimburse the cost of an additional night. This not being a general arrangement for the whole committee. This applies for the financial year (1 September 2024[sic] to 31 August 2025[sic]).

Proposed by: Lesley Nicol (Acting Treasurer)

Dated:



28 Aug 2024

Seconded by: Debbie Roxburgh (President)

Dated:



30/8/24

Rationale: We feel that the membership did not fully understand the 50% accommodation amount when the change was made from reimbursing 100% of the NDR (non-dancing resident) rate at the 2023 Branch AGM. This is not 50% of the cost of attending Summer School; it is 50% of the cost of the accommodation incurred at the Summer School venue. Note: Accommodation costs will vary between each Summer School.

For example: At the Nelson Summer School the accommodation portion was \$760-00. Therefore, from the resident fee paid of \$1750-00, each committee member was entitled to only \$380-00 as 50% of the accommodation reimbursement.

The Management Committee suspects that most Office Holders do not claim the honoraria because of the negative tax implications. The amount the Office Holder receives is actually much smaller than the intent shown as an Honorarium, because withholding tax has to be deducted and paid by the Branch to the IRD before payment to the office holder.

Management Committee has been struggling to attract members to serve on the Committee and feels that some people may not volunteer for any of these positions due to the personal financial costs. We have experienced first-hand the benefits of having the Management Committee visible and available to interact with the membership throughout the Summer School and believe that reimbursement of 100% of the accommodation costs acknowledges the importance of this.

Management Committee's Note: the financial year should read (1 September **2025** to 31 August **2026**)

For voting by individuals

Amendment to Notice of Motion relating to Management Committee Expenses

That the motion be amended so that the first line reads:

The Management Committee propose that **50%** of the Summer School Accommodation cost be reimbursed for the following branch positions.

Rationale

At the 2023 AGM it was proposed that, for Summer School 2023/24, expenses for Branch Management (BM) members should be limited to 50% of the full school accommodation costs (plus travel). This proposal was the outcome of a BM discussion, facilitated by a professional management consultant, at which expenses were examined in depth. The proposal was approved by the Region delegates and endorsed at the 2024 AGM when members of NZ Branch voted overwhelmingly in support.

It is disappointing to learn that the BM has reversed this decision and, for Summer School 2024/25, will permit themselves to claim the school accommodation costs in full. Under this arrangement, it is estimated that the cost could account for as much as one third of the Branch income from membership fees

The argument appears to be that the BM should be immune from variations in the cost of attending Summer School.

This ignores the rationale behind the 50% proposal which is that the Branch should be discouraged from spreading Branch business over all eight days of Summer School. Thanks to today's online resources, improved efficiency and timely decision-making during the course of the year ensure that Branch business at Summer School can be completed over three consecutive afternoon sessions. Indeed, the mid-year face-to-face meeting in July has now been reduced from two days to just one day.

Under the 50% proposal, those who opt to attend for the three days (four nights) will be compensated in full (plus travel), regardless of any variation of Summer School costs. Those who wish to enjoy all eight days of Summer School will still be generously compensated to the tune of half their accommodation costs plus travel.

Proposer: Andrew Patterson

Andrew Patterson 21/09/24

Seconder: Robyn Howes

Robyn Howes 21/09/24

Right of Reply to Notice of Motion: Management Committee Expenses

The Notice of Motion the Management Committee put forward relating to 100% of the accommodation of Summer School – was a way of cancelling out the Honoraria that has tax implications and is difficult to administer.

Due to this Notice of Motion we did not submit a Notice of Motion regarding Honoraria payment to the Management Committee.

We believe that the Amendment that has been put forward and pre-circulated by the Andrew Patterson (Nominator) and Robyn Howes (Seconder) has some misleading information

1. The 100% is not equal to a third of the Membership fees collected.
2. The accommodation cost is only part of the Summer School fee that is charged to all attendees. At the Nelson Summer School the accommodation portion was \$760-00.
3. It appears that the Nominator thought his amendment would restore the status quo as determined by the vote at the AGM 2023. But without a Notice of Motion regarding Honoraria to Management members, which has to be voted on annually, this is not the case. Therefore, Management committee would only be able to claim 50% of the accommodation and do not have the possibility to claim the Honoria.
4. This amendment suggests that the committee members would only be attending Summer School for 3 days (30th, 31st, and AGM on 1st) and 4 nights and would therefore not attend the welcome to new attendees, opening night, presidents ball or have a meeting to hand over to new committee members. There would also not be sufficient opportunities to host any forums or discussions for members.

Lesley Nicol, NZ Branch Treasurer

For voting by individuals

Amendment to Notice of Motion for Management Committee Expenses

We would like to amend the Notice of Motion by inserting the words “ ...and meals” after Summer School Accommodation and before cost be reimbursed, so that the motion reads:

“The Management Committee propose that 100% of Summer School Accommodation and Meals cost be reimbursed for the following branch positions. To offset this increase the Management Committee proposes that the Honoraria for the following Management Committee positions be discontinued...”

The rationale behind this amendment is that our region feels that the work undertaken by the Management Committee deserves that the cost of accommodation and meals be reimbursed. The people in these roles undertake a huge amount of work behind the scenes on our behalf and throughout Summer School they are always available to discuss issues/ideas with any dancer who raises them. The amount of \$380.00 (as based on Nelson Summer School costs) is not sufficient recompense.

I know from experience that the Committee are not just at the school for meetings on the 3 days leading up to the AGM and that in the days subsequent to the AGM they continue to meet with the holders of non-management positions and future summer school organisers and others.

In light of the difficulties that we have recently encountered in getting people to take on some of the management committee roles, we need to value the work that they do and reimburse the costs of them attending Summer School. 50% of the accommodation costs is insufficient to be able to attract and retain people in these positions. The branch has recorded a profit for the last two years so we are in a position to afford appropriate reimbursement of SS costs for the Management Committee.

Proposed by: Sue Pearson



Date

25/10/24

Seconded by: Gae Stephenson



Date

25-10-2024

For voting by individuals

Notice of Motion

Honoraria and Payment for Non-Management Committee position holders

The Management Committee proposes that the person holding the following position at the commencement of the AGM be entitled to claim annual honoraria in recognition of the time and effort involved in undertaking this role.

- | | |
|----------------------------------|-------|
| a) RSCDS NZ Branch Editor | \$600 |
| b) RSCDS NZ Branch Shopkeeper | \$800 |
| c) RSCDS NZ Branch Music Advisor | \$150 |

There are no changes to this motion which was accepted at the AGM on 1 January 2024.

Acceptance of this Notice of Motion applies for the current financial year (1 September 2024 to 31 August 2025).

Proposed by: Lesley Nicol (Acting Treasurer)

Dated



28 Aug 2024

Seconded by: Debbie Roxburgh (President)

Dated



29/8/24

For voting by individuals

Notice of Motion

President's Travel Budget

The Management Committee proposes that a provision of \$2,000 is made in the budget to fund travel and where necessary, accommodation, within New Zealand for the Branch President. The fund is to be used when the President is travelling to the Regions to further the aims of the Branch.

Acceptance of this Notice of Motion applies for the President's year of serving (1 January to 31 December 2025).

Proposed by: Lesley Nicol (Acting Treasurer)



Dated



Seconded by: Joy Dick (Secretary)



Dated



For voting by individuals

Notice of Motion

President's Travel Budget

That the President's Travel budget be increased by 10% annually.

Proposed by Kelly Walker

Date: 29 August 2024



Seconded by Vicky Heslop

Date: 29 August 2024



Rationale: To cover increases in travel costs

For voting by individuals

Notice of Motion

Reregistration of RSCDS NZ Branch as an incorporated society

NZ Branch Management Committee proposes that NZ Branch reregisters as an incorporated society under the Incorporated Societies Act 2022 and shall do so before April 2026.

Proposed by: Joy Dick (Secretary)



Dated:

28/8/2024

Seconded by: Debbie Roxburgh (President)



Dated:

29/8/24

Rationale:

NZ Branch is registered as an incorporated society under the 1908 Act. All societies must reregister under the 2022 Act to retain incorporated society status. As part of the reregistration process, societies must actively seek approval from its members for reregistration. NZ Branch members have already given tacit approval for reregistration at the 2023 and 2024 AGMs by passing amendments to the Constitution aimed at compliance with the 2022 Act, but tacit approval is not equivalent to active approval.

An incorporated society is a legal entity in its own right, which means it continues to exist when membership changes and that members are not personally liable for any debts or obligations. Failure to reregister will mean NZ Branch will cease to exist and must be dissolved or liquidated.

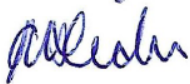
For voting by delegates

Notice of Motion

NZ Branch Constitution – Amendments to reflect changes to the Incorporated Societies Act

NZ Branch Management Committee proposes that the NZ Branch Constitution be amended to reflect the Incorporated Societies Act 2022 (the new Act). The proposed amendments are listed below under the heading 'Proposed amendments to the NZ Branch Constitution'.

Proposed by: Joy Dick (Secretary)



Dated:

29 August 2024

Seconded by: Debbie Roxburgh (President)



Dated:

29/8/24

Proposed amendments to the NZ Branch Constitution

a) Add to Clause 2.1(1):

Consent to become a member is given by payment of the relevant annual membership fees.

b) Amend Clause 7.4 to read:

The Treasurer *shall ensure all funds the Branch receives are deposited to the Branch bank accounts and* shall control and manage the finances of the Branch using an appropriate system approved by Management Committee at least quarterly on material transactions occurring and the state of the Branch's finances, in the form requested by Management Committee.

c) Add to Clause 8.1:

Minutes shall be kept of all general meetings, and made available to members after the meeting. Such minutes must be reviewed and accepted by the members present at the following AGM, and signed by the President and Secretary.

d) Amend Clause 8.2 to read:

Notice of Meeting: Notice of any General Meeting must be sent *by post or electronic means* to all members at least six weeks before the holding of the meeting, specifying place and time the meeting is to start and the nature of the business to be transacted at that meeting.

e) Amend Clause 9.3(2) to read:

A postal *and electronic* vote on the resolution (and a timetable for posting *or emailing out* and return of voting papers) has been approved by a majority vote of the Management Committee or a General Meeting of the Branch;

For voting by delegates

Rationale:

- a) The proposed addition to Clause 2.1(1) ensures compliance with Section 26 (1)(e) and Section 76 (1) of the new Act. A person must consent to be a member but how a society obtains and records consent is a matter for the society to decide. Payment of an annual membership fee is listed by the NZ Companies Office as an acceptable means of giving consent.
- b) The proposed addition to Clause 8.1 is to ensure compliance with Section 26 (1)(k)(iii) and Section 84 (3)(b) of the new Act. The 2022 Act requires the constitution of an incorporated society to set out the procedures of general meetings including when minutes are required to be kept.
- c) The Companies Office checklist for constitutions strongly suggests inclusion of a requirement to maintain a bank account and ensuring all funds received are deposited into that account. NZ Branch receives RSCDS Branch subscriptions into an account which is separate from the general account - hence the use of the plural.
- d) The proposed addition to Clause 8.2 is to ensure compliance with Section 26 (1)(k)(vi) of the new Act. The 2022 Act requires an incorporated society to provide in the constitution how its general meetings will be called.
- e) Clause 9.3 allows for alteration of the Constitution by a resolution approved by a ballot by postal and electronic means provided conditions at Clause 9.3(1) are met, but adding 'and electronic' after the words 'A postal', and 'or emailing out' after 'for posting', clarifies that email voting and timetable need to be approved.

For voting by delegates

Amendment to Notice of Motion: NZ Branch Constitution – Amendments to reflect changes to the Incorporated Societies Act

Amend the list of 'Proposed amendments to the NZ Branch Constitution' to include the following;

- f) Add to Clause 2.1(1) the following sub-clause:
 - (i) The Branch shall maintain the minimum number of members required by the Act.

- g) Amend Clause 3.1(1) to read:
Officers of the Branch who have financial authority:

- h) Amend Clause 3.1(2) to read:
Officers of the Branch who do not have financial authority:

- i) Add to Clause 8.5(4) the following sub-clause
 - (ii) On behalf of the Management Committee, the Secretary of the Branch shall at all times maintain an up-to-date register of the interests disclosed by members of the Management Committee. Contents of the register will be presented at the Annual General Meeting.

Proposed by: Joy Dick



Dated:

30/10/24

Seconded by:

Mary Hawkes 

Dated:

30/10/24

Rationale

- f) Section 74 of the new Act specifies that an organisation must have and continue to have at least 10 members to remain an incorporated society. The minimum number of members is not listed in Section 26 of the new Act as an item which must be in the constitution, but inclusion serves as a reminder for future members of Management Committee.
- g) Section 45 of the new Act terms all members of an elected committee as Officers, hence the change from 'Office bearers of the Branch' to 'Officers of the Branch'.
- h) Section 45 of the new Act terms all members of an elected committee as Officers, hence the change from 'Ordinary members' to 'Officers of the Branch who do not have financial authority'.
- i) Section 73 of the new Act states that the committee of an incorporated society must keep and maintain a register of interests disclosed by the officers of that committee. Furthermore, content of the interest register is among the information to be presented at the annual general meeting (Section 86(1)(c) of the new Act). The requirement for an interests' register is not listed in Section 26 of the new Act as an item which must be in the constitution, but inclusion serves as a reminder for future members of Management Committee.

Appendix B: Results of all questions in the 2025 AGM individual voting paper
Election Results for 2025 AGM - Individual Voting

Q1. Determination of New Zealand Branch Membership Fees for 2025/26:

Option	Total Votes
For	183
Against	14
Abstain	2
	199

Q2A. First proposed amendment relating to NZ Branch Management Committee Expenses

(Allowable MC Summer School expenses include meals)

Option	Total Votes
For	135
Against	54
Abstain	10
	199

Q2B. Second proposed amendment relating to NZ Branch Management Committee Expenses

(Allowable MC Summer School expenses = 50% accommodation only)

Option	Total Votes
For	73
Against	111
Abstain	14
	198

Q2C. Original motion (assuming the votes on both amendments were LOST)

(Allowable MC Summer School expenses = 100% accommodation only)

Option	Total Votes
For	130
Against	57
Abstain	12
	199

Q2D. Original motion (amended, assuming the vote on amendment 2A was PASSED and the vote on amendment 2B was LOST)

 (Allowable MC Summer School expenses include 100% accommodation + meals)

Option	Total Votes
For	126
Against	58
Abstain	15
	199

Q2E. Original motion (amended, assuming the vote on amendment 2B was PASSED and the vote on amendment 2A was LOST)

 (Allowable MC Summer School expenses = 50% accommodation only)

Option	Total Votes
For	88
Against	94
Abstain	17
	199

Q2F. Original motion (amended, assuming the votes on both amendments were PASSED)

(Allowable MC Summer School expenses = 50% accommodation + meals)

Option	Total Votes
For	95
Against	86
Abstain	18
	199

Q3. Honoraria and Payment for New Zealand Branch Non-Management Committee position holders

(no change from AGM 2024)

Option	Total Votes
For	188
Against	6
Abstain	5
	199

Q4. New Zealand Branch President's Travel Budget

(\$2000)

Option	Total Votes
For	191
Against	6
Abstain	2
	199

Q5. New Zealand Branch President's Travel Budget

(10% annual increase)

Option	Total Votes
For	102
Against	79
Abstain	18
	199

Q6. Reregistration of RSCDS NZ Branch as an incorporated society

(NZ Branch to apply before April 2026)

Option	Total Votes
For	189
Against	0
Abstain	10
	199

Appendix C: Retrospective Amendment to Notice of Motion

Management Committee Expenses

At the AGM January 2024 the following Motion was presented and passed through the Individual Voting System.

“The Management Committee proposes no change to the Motion relating to Summer Meetings and AGM for 2024 Finance year passed at the AGM on 1 January 2023.

That 50% of Summer School accommodation be reimbursed for the following Branch Positions.

President, Vice-President, Treasurer, Secretary, Communications Publicity and Membership Co-ordinator, Education and Training Co-ordinator, Information Technology Co-ordinator, Youth Co-ordinator.

That where travel timetables mean that it is impossible for a Management Committee member to arrive in time for a scheduled meeting, that discretion be given to reimburse the costs of an additional night. This not being a general arrangement for the whole committee.

This applies to the financial year (**1 September 2023 to 31 August 2024**) and will be reflected in the Budget tabled at this AGM – 1 January 2024.”

The above Motion is an exact copy of the Motion presented and passed at the AGM 2023.

Therefore, we have passed a Motion covering the same financial year **TWICE**, and not presented a notice of motion for the 2024-2025 financial year.

The Motion for the AGM 2024 should have been for the Financial Year - 1 September 2024 to 31 August 2025.

The incorrectly dated motion was passed by online voting and reported to the AGM January 2024 and it was not until late in 2024 that the error was drawn to the Management Committee’s attention.

Therefore, we are now seeking the approval of the Delegates at this meeting to approve Retrospectively the amendment of the Financial year in relation to this Notice of Motion.

The amended motion would read:

The Management Committee proposes no change to the Motion relating to Summer Meetings and AGM for 2024 Finance year passed at the AGM on 1 January 2023.

That 50% of Summer School accommodation be reimbursed for the following Branch Positions.

President, Vice-President, Treasurer, Secretary, Communications Publicity and Membership Co-ordinator, Education and Training Co-ordinator, Information Technology Co-ordinator, Youth Co-ordinator.

That where travel timetables mean that it is impossible for a Management Committee member to arrive in time for a scheduled meeting, that discretion be given to reimburse the costs of an additional night. This not being a general arrangement for the whole committee.

This applies to the financial year (1 September 2024 to 31 August 2025) and will be reflected in the Budget tabled at this AGM – 1 January 2024.