IBCPC Congress Agenda

27 August 2026

Aix-les-Bain, France

1. Welcome by President
- Opening welcome and remarks

2. Congress Formal Matters — Secretary
- Verification of Representatives and Quorum
- Confirmation of proxy votes lodged
- Presentation and approval of the agenda

3. Introduction of National Representatives
- Presented by Lucia De Ranieri
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4. 2023 Congress Minutes
- Minutes of the prior (2023) Congress presented

5. Per Capita Growth Analysis & Strategic Development
- Presented by Meri Gibson
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6. Treasurer's Report
- Presented by Sue von Richter

7. President's Report

8. Voting and Procedures — Secretary and Chief Scrutineer/Election Officer

9. Voting for Vice President and Secretary Positions
- Nominee list & bios circulated: 28 July 2026
- Webinars meet the candidates held
- Voting by secret ballot (unless elected by acclamation)

11. Amendments to the IBCPC Bylaws
- Presented by Secretary
- First circulation issued: 28 June 2026 (≥60 days prior)
- Second/final circulation issued: 14 August 2026 (≥14 days prior)
- Discussion and vote: simple majority (50%+1) of attending Teams; show of cards unless 2 Representatives request a secret ballot
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12. Guest Speaker
13. Guest Speaker
14. Votes Announced: Chief Scrutineer
15. Introduction of IBCPC Board
16. Close of Congress

Minutes of the IBCPC Fourth Congress

14 April 2023

Novotel Tainui Hotel, 7 Alma Street, Hamilton 3204, New Zealand

1. Master of Ceremonies

Andrew Watson was introduced as Master of Ceremonies.

2. Welcome

Welcome was given by Mayor Paula Southgate and Meri Gibson, IBCPC President

3. Keynote Speakers

Congress heard from three keynote speakers:

- Professor Ian Campbell
- Lady Tureti Moxon
- Associate Professor Logan Walker

4. Congress Formal Matters

The meeting was called to order. The quorum was verified.

Meri Gibson thanked retiring board members Betty Solley, Ali Sutton and Jo Parry.

5. National Representatives

Lucia de Ranieri (Vice President) introduced the National Representatives and outlined their role.

6. Approval of the 2018 Congress Minutes

Motion to approve the 2018 Congress Minutes: passed.

7. President's Report

Meri Gibson presented the Presidents report.

8. Treasurer's Report

Janice Melville presented the Treasurer's Report.

9. Amendments to the IBCPC Constitution

Proposed amendments to the IBCPC Constitution and Bylaws had been circulated to all members in full, with rationale, prior to Congress. (A copy is included with these minutes.)

Constitution: Motion to change Steering Committee to Board of Directors: passed.

International Breast Cancer
PADDLERS' COMMISSION

IBCPC Fourth Congress 14th April 2023

Election of Officers

Novotel Tainui Hotel, Hamilton
7 Alma Street
Hamilton 3204
New Zealand

Master of Ceremonies	Richard Bromley
Welcome	Mayor Paula Southgate Meri Gibson President IBCPC
Keynote Speakers	Professor Ian Campbell
	Lady Tureti Moxon
	Associate Professor Logan Walker
Congress Formal Matters	Meri Gibson
	Thank you retiring board members
National Representatives	National Representatives – introduction and their role Lucia de Ranieri
Approval of the 2018 Congress Minutes	Meri Gibson
Presidents Report	Meri Gibson
Treasurers Report	Janice Melville
Amendments IBCPC Constitution	Meri Gibson
Amendments IBCPC By laws	Meri Gibson
Introduction of IBCPC Board Members	Meri Gibson
Close	Meri Gibson

International Breast Cancer
PADDLERS' COMMISSION

IBCPC Fourth Congress 14th April 2023

Election of Officers

Nominations were sought for the four Steering Committee Directors. The following were the only nominations were received and these members are therefore voted in by acclamation. No voting is required.

President	Meri Gibson (New Zealand)
Vice President	Lucia de Ranieri (Italy)
Treasurer –	Janice Melville (New Zealand)
Secretary	Anne Arndt (Canada)

Proposed changes to the IBCPC Constitution and By Laws.

Please refer to the detailed document outlining the proposed amendments.

Each item will be voted on individually. Voting will take place at the Congress on 14th April. Proxies are to be provided no later than 7th April 2023.

Voting Form

Section	Description	Vote Yes or No
Constitution		
Constitution - Steering Committee	Item 6 change Steering Committee to Board of Directors	
IBCPC By Laws		
Meanings	• Emblems and Logos • Head office/Head Quarters • Non-discrimination, gender equality • Change Steering Committee to Board of Directors • Add word Leadership	
Meanings	• Delete International Breast Cancer Paddlers Commission Trust • Add IBCPC Legal Entity • Delete Society	

INTERNATIONAL BREAST CANCER
PADDLERS' COMMISSION

For the 4th IBCPC Congress to be held 14/4/2023

Amendments to the IBCPC Constitution

The IBCPC Constitution is a one pager. The only change intended is to Item 6.

Item 6. On dissolution of the Commission, after all debts have been paid or provision for payment has been made, the assets of the Commission will be paid to registered breast cancer charities as determined by the ~~Steering Committee.~~

Change Steering Committee to Board of Directors

*** Reason for change: to be more relevant for a global organisation and to align with the insurance policy which covers the Directors of the organization*

Amendments to the IBCPC By-laws.

The points below explain what a by-law is and what it is intended for.

Note as to what by-laws are:
The IBCPC is not a legal entity and as such and carries no legal status. The by-laws are there merely to guide the directors of the organisation in their day-to-day governance of the organisation.

What is the difference between a constitution and by-laws?

The constitution covers the fundamental principles of an organization but does not supply specific procedures for running an organization. By-laws should show in detail the procedures a group may follow to conduct business in an orderly manner.

Proposed changes to the IBCPC By-laws at 4th IBCPC Congress 14/4/23

Meanings:
Add the below to meanings
Purpose: to be more relevant and inclusive

"Emblems and logos"
Such emblems and logos of IBCPC that IBCPC may approve from time to time are the property of IBCPC and may not be used without express authority.

Reason: To protect the brand and image of IBCPC.

"Head Office / Headquarters"

Breast-cancer dragon boating began in Canada, which will always be acknowledged.
As a truly global organisation IBCPC has no physical head office location, for operational purposes the IBCPC board will determine a registered administrative location to operate effectively.

Reason: The recently introduced global anti-money-laundering laws can make it difficult for a global organisation to be headquartered in any one location and to operate effectively. Therefore, the "head office/headquarters" as such of IBCPC shall be in the country as may be agreed upon by the IBCPC board at the time a new board is installed.

"Non-discrimination, Gender Equality"

IBCPC rejects all forms and means of discrimination against individuals,' groups of people, organisations or countries participating in IBCPC activities on grounds of ethnicity, gender, language, religion, politics, or sexuality.
IBCPC shall promote and seek gender quality in all aspects of the sport of breast cancer survivor dragon boating.

Reason: to be inclusive and non-biased.

"International Breast Cancer Paddlers' Commission Trust"

Delete

Reason: Time and the anti-money laundering laws will in many cases dictate what type of legal organisation is established in whichever country the President and/or Treasurer are domiciled. The purpose of the establishment of such an entity is so that IBCPC can work legally across the globe.

Add:

"IBCPC Legal entity"

The IBCPC may need to establish a legal entity in whichever country the IBCPC President and/or Treasurer are domiciled. This entity will have the same Board of Directors as the IBCPC. In this manner, the legal entity can receive donations, fees, and levies on behalf of IBCPC.

Reason: Considering the anti-money-laundering laws that have been introduced by most countries in which IBCPC operates it has become increasingly difficult to have a global organisation working from one location.
For instance, should the President of IBCPC reside in the US. It could be beneficial that the Treasurer also resides there.

As the Commission has no legal status it may be appropriate to establish a governing body/legal entity such as the IBCPC Trust which has been established in New Zealand to be able to undertake day-to-day business banking transactions and the receipt of funds on behalf of IBCPC.

INTERNATIONAL BREAST CANCER PADDLERS' COMMISSION

INTERNATIONAL BREAST CANCER PADDLERS' COMMISSION TRUST

Consolidated Financial Statements

For the Three Years Ended 31 March 2026

Years ended 31 March 2026, 2025 and 2024

Basis of Preparation

These financial statements have been prepared for the International Breast Cancer Paddlers' Commission Trust for presentation to members. They have been prepared from the accounting records of the Trust and incorporate the financial activities of the Trust and Commission accounts. Transactions between these accounts have been eliminated to avoid duplication.

Basis of Accounting and Significant Accounting Policies

Basis of Accounting. These financial statements have been prepared on a historical cost basis and are intended to provide members with a fair and understandable summary of the Trust's financial activities and financial position.

Currency. The primary financial statements are presented in New Zealand dollars (NZD). Funds held in Euros (EUR) and Canadian dollars (CAD) are separately disclosed and are not combined with the NZD balances.

Income and Expenditure. Income is recognised when received or when the Trust becomes entitled to receive it. Expenditure is recognised when incurred and is classified according to the nature of the expense.

Bank Accounts and Transfers. Transfers between accounts controlled by the Trust are treated as transfers of funds and are not recognised as income or expenditure.

Foreign Currency Funds. Foreign currency balances are reported separately in their original currencies. No exchange-rate gains or losses have been recognised unless arising from an actual currency conversion.

Funds Held by IBCPC Society Canada. Funds held by IBCPC Society Canada on behalf of IBCPC are separately disclosed in Canadian dollars and are not included in the NZD bank balances.
Comparative Information. The 2024 and 2025 comparative figures are presented as previously reported. The 2025 published total included a NZD 24 reconciliation difference between its printed line items and total operating payments; this is separately identified in the comparative statement.

Unaudited Financial Statements. These financial statements have been prepared from the financial records of the Trust for presentation to members and have not been independently audited.

Consolidated Operating Statement

For the three years ended 31 March 2026 - NZD

	2026	2025	2024	3-Year Total
Operating Receipts				
Hornet Watersports - Commission	401.67	944.00	560.00	1,905.67
IBCPC Festival Levy	-	-	72,260.00	72,260.00
Membership - Sport Sante	-	-	100.00	100.00
Novotel Refund	-	-	1,500.00	1,500.00
Total Operating Receipts	**401.67**	**944.00**	**74,420.00**	**75,765.67**
Operating Payments				
Bank Fees	56.41	21.00	30.00	107.41
Branding Guidelines	-	-	874.00	874.00
Business Cards	-	-	351.00	351.00
Charities Annual Return	-	51.00	51.00	102.00
Congress IBCPC Festival	-	-	248.00	248.00
Constitution	828.01	-	-	828.01
Festival Site Visits	10,190.04	-	-	10,190.04
Flights/Accommodation	-	7,964.00	9,252.00	17,216.00
Graphic Documents/Merchandise	536.15	1,190.00	472.00	1,662.00
IBCPC Resigning Directors gifts	-	-	519.00	519.00
IBCPC Uniform Postage	-	-	210.00	210.00
IDBF 30th Anniversary Book	-	-	140.00	140.00
Insurance	1,546.75	1,546.00	1,495.00	4,587.75
Mailchimp	2,213.94	2,001.00	1,725.00	5,939.94
Newsletter	2,548.40	2,001.00	2,550.00	7,099.40
Outreach	14,644.27	5,350.00	10,026.00	30,020.27
Outreach Presentation	-	155.00	224.00	379.00
Prior-year reconciliation adjustment	-	24.00	-	24.00
Strategic Plan	-	598.00	-	598.00
Website	1,438.93	3,177.00	1,250.00	5,865.93
Zoom	308.37	-	-	308.37
Total Operating Payments	**34,311.27**	**24,078.00**	**29,417.00**	**87,806.27**
Operating Surplus or Deficit	**(33,909.60)**	**(23,134.00)**	**45,003.00**	**(12,040.60)**

NZD Bank Movement

	2026	2025	2024
Opening Bank Account Balance	30,397.32	53,531.00	8,528.00
Operating Surplus or Deficit	(33,909.60)	(23,134.00)	45,003.00
Transfer from EUR Account	10,000.00	-	-
Closing Bank Account Balance	**6,487.72**	**30,397.00**	**53,531.00**

Note: 2024 and 2025 bank balances and operating results are shown as previously reported to whole dollars. The 2026 figures are shown to cents from the reconciled transaction records.

Separate Foreign Currency Account

For the year 1 April 2025 to 31 March 2026	2026	Currency
Festival Levy Received	22,480.00	EUR
Bank Fee	(7.42)	EUR
Transfer to NZD Account	(5,188.74)	EUR
Closing Bank Account Balance	**17,283.84**	**EUR**

Funds Held in Canada

Funds held by IBCPC Society Canada

	2026	2025	2024
Funds held by IBCPC Society Canada	59,055.58	59,055.58	59,055.58
Currency	CAD	CAD	CAD

These funds are held by IBCPC Society Canada on behalf of IBCPC.
They are separately disclosed in Canadian dollars (CAD) and are not included in the NZD bank balances or the separate EUR foreign currency account.

INTERNATIONAL BREAST CANCER PADDLERS' COMMISSION

International Breast Cancer Paddlers Commission 5th Congress
August 27, 2026
Cinema Les Toiles du Lac
14 ave. Daniel Rops
Aix-les Bains
France

Amendment to Bylaw Definitions:

Current: "Director": means a member of the Commissions Board of Directors

Change: "Director" means the elected directors of the Board of IBCPC; President, Vice President, Secretary, and Treasurer.

Additions to the IBCPC Bylaws

1. **Governance Review:**

   The Directors shall conduct a formal governance review at least once every three years, assessing its governance practices are fit for purpose and assist in achieving the charitable purpose, ensuring compliance.

Reason: This is currently being done annually. This formalizes this process in our bylaws.

2. **Director Duties:**

   Directors must comply with mandatory and default duties including acting honestly, in good faith, and for the trust's benefit: avoiding conflicts; investing prudently; exercising due care and skill; and acting unanimously unless rules provide otherwise.

Reason: Formalizes responsibilities and statutory duties in our bylaws

3. **Conflicts of Interest**

Directors much declare any actual, potential, or perceived conflict of interest before any meeting or decision. They must record disclosures in a register and refrain from influencing discussion or votes. Significant related-party transactions must be disclosed in annual financial statements.

Reason: Good governance procedure. This formalizes this process in our bylaws.

4. **Meetings and Electronic Participation**

Meetings may be held electronically. Notice provisions, quorum, and secure means for decision-making (e-voting, authentication, secret ballots) will mirror in-person standards. Resolutions passed electronically carry the same force as those passed in person.

Reason: Ensures legal validity for electronic meetings and aligns with flexible meeting authority.

5. **Document Retention and Record Keeping**

Directors must keep core documents during their tenure and ensure at least one director retains the original afterward. Financial records must also comply with legislative requirements.

Reason: Good governance process for record retention. Formalizes this process in our bylaws

6. The trust will file an annual return, including financial statements or performance report within six months of its balance date. If operating expenditure exceeds NZ$550,000 in two consecutive years, a review by a qualified auditor is required; if it exceeds NZ$1.1 million, a full audit is required.

Reason: The IBCPC Trust has complied with this requirement consistently. It meets statutory annual return obligations and statutory audit thresholds. This formalizes this requirement in our bylaws.

7. **Quorum for Meetings**

The quorum of director's meetings is a majority of current directors. If a quorum is not present within thirty minutes of the scheduled time, the meeting is adjourned to a date and time set by the Chair.

Reason: Provides clarity and avoids invalid meetings. This formalizes this process in our bylaws.

8. **Updating Trust Rules**

The Charitable Trusts Register must be notified within one month if any amendments are made to the Trust Deed.

Reason: Statutory requirement to update the Register details in a timely manner. This formalizes this process in our bylaws

9. **Register Information**

The Charitable Trust Register must be notified of officeholder changes within one month, including changes of name and address.

Reason: Statutory requirement to update the Register details in a timely manner. This formalizes this process in our bylaws.