

Board Meeting Minutes

Final



Date: 22 August 2017

Location: Skype

Time: 7.30 – 9.25pm

1 Attendance and apologies

Gary Young (President)

Scott Collett (Coaches Commission)

Karen Moffatt-McLeod (Vice President)

Colin Mitchell (Judges Commission)

Robyn Denton (National Secretary)

Petra Baker (JAMA Commission)

Apologies were received from the following board members:

Marcus Barclay (Athletes Commission)

2 Financials

An update from the Financial Officers was provided by Anne.

It was noted that there was still funding sitting in the WMG account – which will not be required as all payments have been made.

Colin moved and Karen seconded moving the \$1171.59 from the WMG account into the current account.

Carried

The accounts for payment for August were reviewed in Google Drive.

Robyn moved and Colin seconded the payment of the accounts for August 2017

Carried

Anne and Joleen are working through the information requirements from the Auditor and are aiming to have all of this ready by the end of September 17 at the very latest.

It was noted that further accounts for payment which will need to be processed in the next few weeks will include:

- Indoor nationals expenses (venue etc)
- Website work

- Youth Nationals
- Membership secretary expenses (ahead of membership renewals)

3 Event updates

- ***Youth Nationals 2017***

Anne provided an update on her visit to the venues – which were very successful.

- The field courses will be a good challenge. Safety plans are yet to be developed.
- The Target and clout venues are having maps drawn up which will be used to determine the extent of the fields and the locations of the safety tape.
- The containers are being organised – with work being done on which containers are required and where they will be placed.
- The Judges and the DOS (Elizabeth Andrew) for the event have been appointed.
- Kathy is working through the organisation of presenters for the prize giving etc

A letter was received from the LOC setting out the number of entries that had been received from Youth archers (noting that entries closed mid August 2017). Based on an expected loss of over \$5,000 with this number of entries, a request was made to the board for Adults to be allowed to shoot all events (not just the unmarked field round which had previously been approved for including adults).

It was noted that there are currently enough officials in place to accommodate more archers at each of the events.

Colin moved and Petra seconded that adults be allowed to compete at the Youth Nationals 2017 noting the financial viability of the event being dependent on having more archers at the event. Preference will be given to parents or guardians.

Carried

It was agreed that there will be no certificates or medals presented to the adults.

Proposed prices for the adult competitors were supplied by the LOC and these were approved by the Board – noting that the Judges Convenor had agreed previously to a reduction in the Judges levy.

The board were keen to see matchplay being made available for adult competitors also.

- ***Indoor Nationals 2017***

The MOU was signed off just prior to the event.

The event went very well and there was good feedback from the attendee's.

Noting that the format this year was different to previous events, it was felt that it would be worth doing a survey of those who attended, along with those who attended last year but not this, and those who had registered for this year, but subsequently withdrew to try and understand if there were opportunities for improvement/change.

There had been a bit of discussion on Facebook – and it was noted that the matchplay day could be either very short or very long depending on how well you were shooting.

Possible format changes to be considered:

- Choice of either a 18m & 25m event, two 18m events or an 18m with vegas style event
- Matchplay changes – change the format so all recurve events are held one day (including matchplay) and compound another, or stay the same as previous and have matchplay for both disciplines on the Sunday.

A letter has subsequently received from Manawatu Archery Club indicating that they will not be available for hosting the 2018 or 2019 events.

- ***Outdoor Nationals Target 2018***

The MOU has now been signed by both parties.

Les Jones has been appointed the TD for the event, and a call is out via the Judges commission for judges to assist at this event.

The website is being set up and registration information is due very soon.

- ***Trans-Tasman 2018***

We have still heard nothing from the Australians in regard to the distances that will be shot at this event. Karen and Petra to continue to follow this up. It is assumed that it will be the standard distances that they normally use, and along with the standard methodology for determining the winner of the trophy – and athletes are recommended to prepare on this basis.

Applications had been received for both the team manager and coach positions:

- Clive Hudson – Team Manager
- Justin Dittert – Team Coach

The Board were very happy to have received these applications and keen to have the appointments made so that preparations for the training camp etc could begin.

Karen moved and Colin seconded the appointment of Clive Hudson (Team Manager) and Justin Dittert (Team Coach) for the Trans-Tasman test team for 2018.

Carried

It was noted that there will still be a need to have a female assistant in the Management team.

- ***Outdoor Nationals Field 2018***

Still a work in progress – while no bids have been received from clubs, there are conversations happening with potential hosts.

Action	Robyn to advise the Youth Nationals 2017 LOC of the Board approval of their request to allow adults to shoot at this event.
Action	Robyn to write to Manawatu Archery Club and acknowledge the great work in hosting the 2017 Indoor Nationals, and their decision not to host 2018 or 2019.
Action	Robyn to advertise for registration of interest for hosting for the Indoor Nations for 2018 and 2019
Action	Robyn to develop a quick survey regarding the Indoor Nationals 2017 and seek feedback from attendees on opportunities for improvement or change in format for future years
Action	Robyn to write to Clive Hudson and Justin Dittert to confirm their roles on the Management team for Trans-Tasman test 2018 and to start the Police Vetting process
Action	Call to be made for female officials for Trans-Tasman 2018 Management team. Robyn

- ***Website***

A proposed site map has been developed and a copy of this was loaded into Google Drive (website & CRM folder). Karen requested feedback from the Board members on this proposal – and was particularly interested to be notified of any gaps in the proposal.

The tournament calendar will be the last thing to be moved across to the new website.

Membership management is probably going to move to being via Tidy HQ but there are still some issues to be sorted. Will need to stay with ZOHO this year – so will contact Mike Ashburn about having the subscription renewed one more time. The aim will be to have the new system up and running to cater for the AIS memberships which will be for the calendar year and which will start in early 2018. At that stage will look to migrate the information from ZOHO if possible.

- ***Archer Magazine***

A written update from the Editor was provided in regard to the process and costs associated with having the magazine move to being pre-dominantly electronic only moving forward.

It was agreed that the cost for Archery NZ members for 2017/18 would be \$10, and for non-members \$15.

Advertising rates were discussed, and the Editor sought advice from the Board as to what these should be set at moving forward given that the magazine would be in electronic format. Petra offered to provide information in regard to a 'formula/process' that could be used for calculating these rates based on viewing rates.

- ***Archery in schools***

The NZSSSC have recently put out their information re having sports sanctioned for the 2018 school year. Petra has arranged a meeting for Thursday night and will be putting forward a proposal to the Board in early September as the closing date for the proposals to NZSSSC is 15 September 2017.

It was noted that there is a need to have some information pulled together for schools so they have a better understanding of the new membership class and why schools should be involved and the opportunities that are being offered to students. It was agreed that this work would fit well with the project to get things operating at a regional level. Petra to coordinate this with the working group.

- ***High performance sport programme***

It is proposed to pull together a working group for the development of the next stages. The proposed membership of the group is:

- Petra Baker
- Karen Moffatt-McLeod
- Rob Turner
- Steve Clifton

It was proposed that the group meet in person (probably Auckland) and this was supported by the Board. Petra to pull together a proposal and costings and email the Board to get final approval.

Action	Petra to pull together a proposal and costings for Board approval of a High Performance Sport Programme working group meeting.
Action	Petra to forward a AIS proposal for 2018 to the Board prior to submission to NZSSSC on 15 th September 2017.
action	Information promoting AIS, the new membership class and why schools should want to be involved to be developed by the AIS working group. Petra
Action	Information on the calculation of advertising rates for electronic magazines to be forwarded to the Board and Editor. Petra.

5 Inaugural World Archery Oceania Video Conference

Date: Wednesday 6 September

Time: 4pm (16:00) Australian Eastern Standard Time (AEST)

It was agreed that Gary and Colin would phone in and cover off the NZ side of things.

6 Selection Criteria

The proposal that had been circulated by Karen prior to the meeting has resulted in a lot of email discussion. This was continued at the meeting.

It was noted that Selection Policies for individual events have been issued for several years now and there had never been any issues. The new format being proposed for 2018 was for discussion and trial on the basis that it was not year with any international selections being needed.

There was concern about the relationship between this proposal and the upcoming high performance programme along with the number of archers that could be involved.

A number of questions were posed, and it was agreed that these would be specifically considered and discussion would continue at the full board meeting in September.

7 Reminders

- Rules and constitution will need to be finalised at the next meeting – Board members were reminded that these are in Google Drive for comment.
- AGM – the countdown has now started. A timeline of tasks is in google drive and everyone was reminded to check in to ensure everyone knows who is doing what and when.

Dates Future meetings

- Saturday and Sunday 16 & 17 September – Auckland – commencing 9.30am
 - NB – Colin's apologies for this meeting due to planned knee surgery in early September.
- 17 October - skype 7.30pm
- 28 November – skype 7.30pm