



Archery NZ

# Board Meeting Minutes

Date: 13.3.19

Location: Skype

Time: 7.30pm – 9.13pm

## 1 Attendance & Apologies

Attendance: Colin Mitchell, Robyn Denton, Sier Vermunt, Lexie Matheson

Apologies: Callum Skeet

Also in attendance: Karen Moffatt-McLeod (administration manager)

Meeting Opened 7.30pm

## 2 Financials Ballot

Results & Outcome – results & scrutineers report presented. Results were a clear majority for accepting both the Financials for 2017-2018 & the Budget for 2018-2019 however the proposed membership fee for 2019-2020 season resulted in a tied vote.

The Chair confirmed that the restructure ballot was voted in with a very strong majority and to enable those changes to occur, there is a need for the membership fees need to be raised. Colin Mitchell as chair has casting vote. Colin has voted in favour of the increase membership fee. Motion is passed.

The Board resolved the membership for 2019-202 year be set at:

AIS (Archery in Schools)

\$10

Full Shooting Membership

Senior

\$145

Youth (< 20)

\$70

Administrative Member

\$10

Postal Event Member

Adult

\$40

Youth (<20)

\$30

Social Member

\$15.

### 3 National Indoor Championships 2019 & 2020

Location will be Palmerston North (as Wellington Venue has confirmed it is not available).

Finalisation & sign off of MOU/Contract between Archery NZ & Manawatu AC is required.

Contract needs to be very clear on roles, what is required of supporting club and time frames – plus what the on the ground crew will receive for set up, volunteers for the event and pack down. What is a reasonable amount to pay them - \$2000 – 2.5K no risk?

KMM & AM to see what surplus has been in the past and equate it to the past.

Supply materials.

Decision needs to be made on what official indoor rounds will be shot.

2 x 18m & match Play. CM to confirm that we only need 18m (and not 25m). Archers must shoot 2 x 18ms to qualify for the Match Play rounds.

1 day set up – minimum 12 people. Minimum 4 for during the event – score sheets, change bulbs, change targets/faces. Pack down often involves archers so will be quick with lots of hands.

Ensure containers are at venue on time for set up.

### 4 National Outdoor Championships 2020 & 2021

Administration Manager is still waiting for an update from AAC after their committee meeting.

More work is involved for the outdoor national's organisation.

Need to make a decision as to if field is included with target/Clout or not? Unless AAC specifically wanted to combine the two then it would be possible, otherwise a separate Field event will need to be run.

Sell it as a Club or group fund raiser.

Set up subcommittee who are responsible for organisation of Archery NZ Key events.

Sier moved, Lexie 2nd all in favour. Motion Passed

Lexie volunteered to be on committee, KM volunteered to assist, Robyn has also put up her hand to assist probably with documentation/MOU's etc and sier suggested Callum to be invited – Robyn believes Callum would be better on a 'key policies' committee with Sier. Sier is happy to be involved. Robyn thinks Karen should be involved from the Administration point of view in this too.

## 5 Trans Tasman

Budget - \$11km from the WMG funding – to be spent in the Auckland Area

The larger venue to be used for TT banquet so that parents can be included. KM to confirm booking with venue & caterers.

Allocation of budget – what has Archery NZ paid towards TT in the past? Consult the original application for the funding to see the proposal – Callum should have that. The report should clarify what the funding has been used for to go back to the WMG people.

Hand on to Key Events subcommittee for rest of the event organisation.

## 6 Training Camp Budget

Allocation of budget – need to see what the WMG \$9600 grant was ear marked for and what out of the proposed budget can come out of that..

The Chair moved that the budget of \$1580 for the 2019 Athlete Training Camp be approved. Robyn 2<sup>nd</sup>, all in favour. Motion Passed

## 7 Operations Manager & Co-Opted Board Positions

Colin has had further discussions with Jan Shearer. Colin is happy with her wealth of experience and knowledge in this space and would be happy to move forward if there are no further applications. Applications close on 29<sup>th</sup> March. Sier – ensure the paperwork is clear and Jan is clear on the Delegations, reporting etc. CM to contact Jan re applying for the role and arrange a skype meeting with the Board.

Robyn suggests a short listing process – Callum & Robyn appointed to review applications and to make recommendation to the Board.

Colin has not yet got back to Katherine.

1 application received to date. Applications close 22.3.19 Callum & Robyn appointed to review applications and to make recommendation to the Board.

## 8 Delegation Positions

Marnie McGuire has been suggested by Lexie as the Youth Coordinator. The Role needs to be advertised so applications can be sort.

## 9 Dates for Future Meetings

- Wednesday 17th April – skype 7.30pm
- 18th / 19th May – Auckland – commencing 9.30am – Lexie unavailable
- Wednesday June 12th June – skype 7.30pm
- 20th & 21st July– Auckland – commencing 9.30am – Robyn unavailable
- Wednesday 14th August - skype 7.30pm
- Wednesday 11th September– skype 7.30pm
- 12th & 13th October Auckland – commencing 9.30am
- Wednesday 13th November – skype 7.30pm
- Wednesday 11th December – skype 7.30pm