



Archery NZ

Board Meeting Minutes

Date: 28.1.19

Location: Skype

Time: 7.30pm – 9.13pm

1 Attendance & Apologies

Attendance: Colin Mitchell, Robyn Denton, Sier Vermunt

Apologies: Callum Skeet

Also in attendance: Karen Moffatt-McLeod (administration manager) Anne Mitchell (Financial Team)

Meeting Opened 7.30pm

2 Financials

Budgets done very conservatively for this financial year 2018/2019 – since then the WMG funding came in plus more archers travelling and higher entries for Nationals plus sponsorship received for Nationals. So higher profits, higher judges & equipment levies. Extra expenses – Admin Manager. Much of the surplus is already ear-marked.

Colin asked why interest received down so much – investments are 2 year term – interest not received until 2 year term up – hence why it is down this year.

Robyn – are all accounts paid for Nationals yet? PTS not yet paid.

Anne needs approval for accounts to be paid. Sier – delegating the approval of accounts to someone rather than the Board ratifying each payment. Write up a policy on payment of accounts and sign off it on the next meeting.

Address further at face to face meeting while Callum is present.

3 NZFAA container transport options and costs

Some discussion on who pays for the container to go back to Palmerston North after Nationals.

Lyall & James (NZFAA) have a quote from Mainfreight to put container on to rail to go back down which is cheaper than road. 1 x 40ft required in Wellington with eleven targets & some Kevlar stoppers.

PTS sponsorship contract has run out and needs to be re-negotiated, so investigate other sponsorship options for the future e.g. Mainfreight.

Let NZFAA know they can use Mainfreight and let PTS know that NZFAA have negotiated their own deal. KMM to do letter to NZFAA and PTS – ask for copy of agreement so we have it on file.

Sier indicating we need clarity on the existing contract & copy before going out and seeking sponsorship/partnership agreement.

4 Board membership – appointment of 5th Archery NZ member

2 further registrations of interest – David Velleman & Lexie Matheson

No problem with both, but as a choice between the two, Lexie has a better skill set with events management etc which are lacking on the Board.

(Sier stating at future AGM's that all voting should be done by 8 representatives from the Districts at the AGM to avoid the debacle of the 2019 AGM and to give clubs & Districts to have more say at a National level.

Robyn explained that is how the 'commissions' should work.

Colin has been in contact with Sport NZ and Governance Recruit to help bring co-opted people onto the board. Colin would prefer 2 co-opted members to be non-archery NZ members.

Robyn Denton moves: Lexie Matheson is invited to be the 5th member of the Board

2nd Sier Vermunt

Colin in favour, Callum in favour (via email). – Carried.

5 Pacific Games Team ratification Event

Sier declares conflict of interest with Adam Kalunzy as he is at the same club and he coaches Sier.

Karen to do formal letter to WA Oceania regarding format of the Pacific Games & ability for NZ archers to shoot.

1: The selection panel nominations and recommendations re CQT (Continental Qualifying Tournament) for the 2019 Pacific Games team as set out in email 23.1.19 be accepted ratified by the Archery NZ Board. All athletes and NZOC to be appropriately notified

Moved: Robyn Denton

2nd Colin Mitchell

All in favour - carried

2: That Petra Baker be appointed as the Team Manager for the 2019 Pacific Games team.

Moved: Robyn Denton

2nd Colin Mitchell

All in favour - carried

6 Thoughts for board meeting 9/10 February

Meeting will start on Saturday 9th 10.30am to allow Sier to get from airport to venue.
Sier – brainstorm what the organisation will look like in the future
How to empower manager positions
Support clubs – resourcing around documentation
How executive office is working – understand what it is – commissions (functioning side of sport)
Board is legislative side.

Robyn – good direction for people around policy & rules
Chair & Deputy Chair need to be elected.
Approve SGM, AGM minutes & revised constitution
World Archery Congress – Marianne Grant has put intention into World Champs & we should ask her to be Congress rep.
Petra as team manager – both to be voted on in Feb meeting.
Selection Panel – resignation of Rynard and Karen (with options!)

True & Correct:

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Colin Mitchell - Chair