

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting** on **13 Feb 2020** these minutes were **confirmed as presented**.

Name:	Archery New Zealand
Date:	Thursday, 6 February 2020
Time:	3:00 PM to 4:00 PM
Location:	Papakura City Football Club, McLennan Park, Papakura
Board Members:	Colin Mitchell (Chair), Chris Wilson, Elizabeth Elkins, Lexie Matheson, Sier Vermunt
Attendees:	Phillip Vyver
Apologies:	Robyn Denton

1. Opening Meeting

1.1 Welcome

Colin welcomed everyone to the meeting.

2. Major Decisions and Discussion

2.1 Team Officials for international Events

A discussion was held on the appointment of team management for the various international events to be held this season - Asia Cups, World Cups and the Olympics.

In relation to the Olympics it was agreed that Board members should carefully consider the applications that have been received and placed on the long list. A recommendation will be provided to the Board at a later date once it is confirmed that the NZOC has approved the athletes that will participate - likely around May.



Team Management - Manager Role

Following discussion it was agreed that the primary position to be appointed is that of Team Manager and no other appointments will be made at this time.

Lexie abstained from voting due to a conflict of interest

Decision Date:	6 Feb 2020
Mover:	Colin Mitchell
Seconded:	Elizabeth Elkins
Outcome:	Approved



Team Management - Appointments

Following discussion the following appointments were confirmed:

Team Manager Asia Cup 1 - Dale Griffiths

Team Manager Asia Cup 2 and 3 - Lexie Matheson

World Cup 1 - Karen Moffatt-McLeod

World Cup 2 - Marianne Grant

Lexie Matheson abstained from discussion and the vote due to the conflict of interest.

Decision Date: 6 Feb 2020

Mover: Sier Vermunt

Seconder: Chris Wilson

Outcome: Approved

Phil to work on finalising the Team Manager Position Description. It is important that the Manager submits a full report following the event detailing the individual performance of each athlete including how they interacted with other team members and their overall attitude during the competition.

2.2 GM Departure

It was confirmed that GM Phil Vyver has submitted his resignation. This was accepted with regret by the Board. Thanks to Phil for the work he has done in the short time he has been with the organisation.

A discussion was held on the organisational structure after Phil's departure.

It was agreed that the structure needs to fit with the Strategic Plan. A recruitment sub committee has been set up.

2.3 Process for Co-opting Board Members

A discussion was held on co-opting Board members. It was confirmed that this needs to happen following the AGM and that any appointments would be through until the next AGM.

3. General Business

3.1 Next Board Meeting

The next board meeting was confirmed for 7am on the 13th February. Key items:

- Elect Chair
- Co-opt Board Members (2 vacancies)
- confirm board and any sub-committees meeting schedule for the year

4. Close Meeting

4.1 Close the meeting

Next meeting: Board Meeting - 13 Feb 2020, 7:00 AM

Meeting schedule to be confirmed with the new Board following the AGM

Signature: _____

Date: _____