

# **ARCHERY NEW ZEALAND BOARD MEETING**

**DATE:** 15<sup>th</sup> September 2020

**LOCATION:** Skype

**PRESENT:**

Lexie Matheson; Lisa Walker; Tracy Cox; Sier Vermunt; Andrew Russell

**APOLOGIES:**

Carol Hicks; Colin Mitchell; Anne Mitchell

**1. Opening Meeting**

**1.1 Welcome**

**1.2 Interests Register**

No changes noted.

**1.3 Confirm Minutes**

Minutes of previous meeting: **MOVED:** Lexie Matheson                      **SECONDED:** Lisa Walker

**2. Major Decisions & Discussions**

**2.1 Interpretation of Shooting Age Groups**

Lexie & Sier gave an overview of the history behind this subject. Lexie invited Andrew into further discussion around this matter.

**2.2 Future of General Manager Role**

2 months in & 2 months left of the original 4-month contract for interim GM role (Lisa).

Lisa advised following extensive discussion with the FARC committee everything is pointing toward us needing the Constitution to go through to enable extra income in to be able to sustain this expense. Lexie acknowledged the hard work of Anne Mitchell on bringing accounts up to date to show true picture of finances. **FARC** to report back to Board with suggestions. Sier advised we need some more transparency with members around the financial position of ANZ. FARC meeting brought forward with urgency.

**2.3 Proposal to Establish an 'Equity & Inclusion' Sub-committee**

Lexie gave an overview of this proposed sub-committee as a tool to assist in discrimination, adversity, equity & inclusion within our sport. A suggestion of a diverse potential range of s-c members was presented. This is currently independent of Archery NZ but it is hoped this could become part of ANZ. Lexie encouraged the **Board** to take a look at the document provided (2.3.a – Equity & Inclusion) for consideration.

Lisa advised it is becoming clear from Sport NZ that this is likely to be an expectation of sporting bodies moving forward.

**MOTION:** Adopting draft of this document

**PROPOSED:** Lexie Matheson

**SECONDED:** Sier Vermunt

**CARRIED:** Unanimously

## 2.4 **AGM, electronic voting & virtual meetings for AGM**

Audited accounts needed.

Sier advised timeframes for electronic voting, remits & AGM notice

Lisa advised reasonably priced auditor needed.

**MOTION:** Alistair Craig of Craig and Associates be appointed to prepare the accounts, with Tim England from Tim England and Co. to act as auditor for a fixed fee of \$750 + GST for accounts.

**MOVED:** Andrew Russell

**SECONDED:** Sier Vermunt

**CARRIED** – Unanimously

**AGM DATE**– Thursday 26<sup>th</sup> November 7.30pm via electronic platform

**MOVED:** Lexie Matheson

**SECONDED:** Sier Vermunt

Tracy to help / advise Lisa around preparation for AGM. Andrew noted it is important to ensure our patron is included.

Tracy suggested that seeing as we are aiming to have our AGM in November only because of the constitutional requirement to have it within a certain timeframe after the end of financial year that we perhaps approach the Incorporated Societies for an extension around auditor's accounts requirement to give us longer to prepare.

Following further discussion, it was agreed that Lisa will apply to Incorporated Societies for an extension through to May 2021 to push AGM out to.

AGM to be added to agenda as a standing item – Lisa.

## 2.5 **Communication & Acknowledgement of 2020 National Team**

Redirected to the FARC Committee for ideas of acknowledgement of the 2020 team. Comms still needs to be sent to current team – Lisa to draft a letter.

## 3. **Action List Update**

### 3.1 **Action List**

Needs to be updated. Lisa & Lexie to review this.

## 4. **Management Reports**

### 4.1 **GM & Comms Report**

Lisa advised a full review of all ANZ email addresses has taken place. Lisa advised the Performance Seminar went online & had 26 participants. More have been asked for. Next seminar is face to face on 26<sup>th</sup>

September with David Niethe at Millennium on the North Shore and includes a Board Q & A session at the end of the meeting. Board attendees will be Lexie, Andrew & Lisa.

Lisa to get an info sharing platform on a monthly basis moving forward.

#### **4.2 Governance Report**

Sier gave overview of Governance S-C meetings & focus. Advised possibly won't get Constitution review out prior to this year's proposed AGM. Sier noted we will need to revise our Board Charter also.

#### **4.3 Finance & Risk Report**

Anne Mitchell & Grant Hewson have joined the FARC Committee. Largely overall finances not too bad with the exception of wages. Insurances are currently being reviewed also.

A lot of discussion had around new ways to add funds to Archery NZ. Sier acknowledged the great work & information now being provided through the financials.

#### **4.4 Major Events Report**

Survey results summary published with approximately 22 clubs participating.

Need more focus moving forward on Barebow & Longbow Field events.

Indoor Nationals – one of the 3 host clubs unfortunately pulled out leaving just one Auckland & one Hamilton therefore due to Covid restrictions it was decided to no longer be called a 'nationals' event. Now known as an Archery New Zealand 'Indoor Challenge'.

Outdoor Nationals – end of October is the deadline for submissions for the hosting of Outdoor Nationals.

Communications around possible Covid restrictions will be carefully worded.

#### **4.5 High Performance Report**

MOU being worked on around the Convenor of Selectors role.

Meike Voight, Dave Henshaw & Mike Smerdon have now been approached to be part of the H-P Committee.

Lexie has a desire to have a history of Archery New Zealand be written & we should utilise the knowledge of some of our long-standing members.

High Performance S-C functioning very well. David Croskery & Bernie Fraser have been approached to be involved in the November session.

#### **4.6 Youth Report**

Tracy advised that the renewed Archery in Schools for the first month (August) had 86 entries from 7 schools across the country. A great result considering many Auckland schools were in lockdown for a big part of the month! Next round is Youth Postal Club round for September followed by AIS again for October.

Youth Pins & Badges are being taken over by Karl Hobman who looks after the rest of these for the other divisions. Karl is based in Wellington so Tracy is taking the 'great big box of everything' down to him shortly when she flies down.

Andrew has advised we still have \$7,500 to spend from the funding provided by World Masters Games which was allocated toward Auckland Regional Youth Archery. Discussions around potential training & development weekends or to possibly encourage more engagement in Archery In Schools. One off event, Auckland based such as Have a Go days maybe? Tracy to talk with Cushla regarding the Southern Institute.

#### **4.7 Health & Safety Report**

H & S docs need to be developed. Sier has provided documents to support this development. Consultation meeting with George Corbitt to take to next level. Work in Progress.

#### **4.8 Technical Judges**

Updates continuing to come through from Clive Hudson.

Judges & DOS organised for upcoming ANZ Indoor Challenge. Now have a Senior Regional Judge in Wellington area – Graeme Williams and a Candidate Judge – Neville Clark. The 'Contact Us' page for Judges on the ANZ website has been updated. Clive has been asked to review proposed amendments to the Tournament Regulations – to be completed. The Shooting Rules also need amendment eg: Barebow & Kiwi Recurve.

#### **5. Other Business**

No other business.

#### **6. Close Meeting**

Meeting closed 10.19pm

**NEXT MEETING DATE:** Tuesday 13<sup>th</sup> October '20