

ARCHERY NEW ZEALAND BOARD MEETING

DATE: 30th October 2020

LOCATION: Skype

PRESENT:

Lexie Matheson (Chair); Lisa Walker; Tracy Cox; Andrew Russell; Matt Phillips

APOLOGIES:

None

1. Opening Meeting

1.1 Welcome

The Board welcomed Matt Phillips & gave a brief overview of themselves & the roles they hold on the board. Lisa shared the organisational chart of ANZ with a view to enlighten Matt and give a current overview of structure / positions. Matt expressed a possible interest in the Constitution review. Sadly, resignation received from Sier Vermunt. **Tracy** to arrange thank you card & gift.

1.2 Interests Register

Matt advised he has updated the Interests Register.

1.3 Confirm Minutes

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

2. Major Decisions & Discussions

2.1 AGM

The AGM is to take place at the same time as the Outdoor Nationals. NOTE: recurring agenda item please **Lisa**

2.2 Online Software Comparison

Lisa gave an update around the research she has been doing into finding a software that could combine our various software needs. Currently the stand out is one called 'Sporty' which is used by a number of Sport NZ sports. Andrew suggested also Sport Lomo (sp?). **Matt** has offered to investigate other sporting bodies who use these, for some input / opinion from a user standpoint. Lexie advised former board member, Chris Wilson, has offered to assist where he can also. Andrew expressed concern to make sure we get good value for money & ensure the system does all we need it to.

3. Action List Update

3.1 Action List

This is not being used effectively.

Spreadsheet in G-Drive – **Matt** will set up a spreadsheet for each Board member to update. Andrew has given Matt access to the G-Drive through ##### (confidential email address)

4. Management Reports

4.1 GM & Comms Report

GM report in Board Pro contains overview to date.

ID cards - the main problem at the moment is that only 50% of membership using ID123 & the rest wanting ID cards. Lisa looking into this. Andrew suggested we eliminate membership cards & instead provide tournament organisers with a current ANZ membership list as proof of membership each time.

Discussion was had around potential incentives on memberships & membership cards to add value to their membership eg: discounts, free coffee etc. Referred to FARC Committee. Matt has agreed to join FARC Committee.

Reserves Draft Policy – Lisa asked Board to review & give feedback of this policy. Lexie moved we adopt this document with the addition of a dollar figure to be confirmed by FARC Committee. All agreed.

Sport NZ – Lisa advised she has been attending these meetings online. There has been a lot of discussion around Tokyo Olympics with a lot of very stringent criteria. There is no specific selection event this year for any international tournaments at this stage. Looking ahead possibility being considered for a pre-Commonwealth tournament in January 2022 in India for Archery & Shooting. Awaiting further developments on this.

4.2 Governance Report

Matt has agreed to be part of the Governance sub-committee also. Andrew gave an overview of this sub-committee & the constitution review to date. Matt will contact a lawyer he knows of to get possible (free) advice on our revised Constitution.

4.3 Finance & Risk (FARC) Report

Andrew & Grant are working on a risk register. Debit / credit card being investigated as a possibility to cover expenses rather than personal funds being used. Reviewing 2020 acknowledgement gifts – these will be tiered. Insurance reviews also happening.

4.4 Major Events Report

Indoor challenge ran well & brought in ~\$500 profit. Bids for Indoor & Outdoor Nationals for 2021,22,23 are due tomorrow. No interest at this stage from anyone to host the Indoor Nationals. Once bids have closed, Andrew will assess & make a recommendation to the Board for urgent approval.

4.5 High Performance Report

A lot being done in this area. Barbara Scott has joined as a selector. Good things are happening 😊

4.6 Coaching Report

16 coaches on the World Archery Level 2 course. Olympic Solidarity Fund has now been approved ~ \$13,000 has been paid in advance to cover the upcoming outgoings associated to this. Also had 6-8 people jumping onboard World Archery High Performance Coaching Seminar. Cushla will be working with these people.

4.7 Youth Report

Youth Programme Is going well & the next round of Archery in Schools is happening now. There's been a great uptake & we look forward to the next results with hopefully even more increase in participation. Tracy again highlighted the incredible work both Caro Geelen & Jeanette Franklyn have put / are putting into this area. Following the conclusion of this next round, this area will be reviewed & feedback asked for from schools / clubs as to any suggestions / input / ideas moving forward. Tracy to pass on the Board's sincere thanks to Caro & Jeanette.

4.8 Equity & Inclusion

Sier's daughter is an E & I lawyer will turn our document into a set of policies for us. Member Protection Policy needs to be enforced & ensure we are inclusive & supportive.

4.9 Health & Safety Review

Dr George Corbitt has been appointed as our Health & Safety Officer.

5. Other Business

Geoff Sinclair keen to develop a proposal for a National Excellence Centre. World Archery Oceania also keen & would like this to be based in Auckland.

Lisa asked if there was a possibility of having a major (bow) sponsor onboard for Archery NZ?

6. Close Meeting

Meeting closed 9.25pm

NEXT BOARD MEETING DATE: Tuesday 08 December '20

FOLLOW UP ACTIONS from this meeting (30th October '20)	
Thank you card & gift to Sier	Tracy
Add AGM as recurring agenda item moving forward	Lisa
Investigate other sporting bodies' software use / options	Matt
Set up Action list on G-Drive	Matt
Membership cards / options	Lisa
Membership incentives / discount opportunities investigation / consideration	FARC
Reserves Draft Policy figure addition / consideration	FARC
Contact lawyer for Constitution document advice	Matt
Indoor / Outdoor bids assessment & recommendation	Andrew
Boards thanks to Caro & Jeanette	Tracy