

# CONFIRMED MINUTES

## BOARD MEETING



At the **Board Meeting** on **19 Apr 2022** these minutes were **confirmed as presented**.

<b>Name:</b>	Archery New Zealand
<b>Date:</b>	Tuesday, 15 March 2022
<b>Time:</b>	7:30 pm to 10:20 pm
<b>Location:</b>	Zoom, online
<b>Board Members:</b>	David Velleman (Chair), Andrew Russell, Hana Saemon-Beck, Leonie Hunter-Smith, Melanie Jones
<b>Attendees:</b>	George Rossolatos

### 1. Opening Meeting

#### 1.1 Guest Attendees

Monique Aitcheson (Administration Intern) and Lindsay Corban (SportNZ External Governance Advisor)

#### 1.2 Apologies

No apologies

#### 1.3 Interests Register

No updates this month

#### 1.4 Confirm Minutes



##### Minutes

Moved that draft minutes be circulated separately by email for voting.

**Decision Date:** 15 Mar 2022  
**Mover:** Andrew Russell  
**Seconder:** David Velleman  
**Outcome:** Approved



##### Draft Minutes - approval by email

Draft minutes for February were approved by email 16 March

**Decision Date:** 15 Mar 2022  
**Mover:** Andrew Russell  
**Seconder:** Hana Saemon-Beck  
**Outcome:** Approved

## 1.5 Communications (Incoming)



### WAO Secretary General nomination

That Patsy Vercoe be nominated by Archery NZ as World Archery Oceania Secretary General.

**Decision Date:** 15 Mar 2022  
**Mover:** David Velleman  
**Seconder:** Hana Saemon-Beck  
**Outcome:** Approved

## 2. Actions from Previous Meetings

### 2.1 Action List

### 2.2 Board Decisions Made in Between Meetings



#### Outdoor Nationals 2022 Cancellation

The Board regrettably ratified the LOC's decision to cancel the 2022 Outdoor Nationals, in light of COVID negatively affecting operational restrictions, entry numbers and funding opportunities.

**Decision Date:** 15 Mar 2022  
**Mover:** Andrew Russell  
**Seconder:** Hana Saemon-Beck  
**Outcome:** Approved



#### Outdoor Nationals Hosting Agreement

That in light of the cancellation of the 2022 Outdoor Nationals, RiverGlade's hosting agreement be extended to 2024.

**Decision Date:** 15 Mar 2022  
**Mover:** Andrew Russell  
**Seconder:** Hana Saemon-Beck  
**Outcome:** Approved



#### Selection Policy

The National Team Selection Policy be approved for 2022 (agreed 4 March, and update ratified on 12 March)

**Decision Date:** 15 Mar 2022  
**Mover:** Andrew Russell  
**Seconder:** George Rossolatos  
**Outcome:** Approved

## 3. Major Decisions and Discussions

### 3.1 In Committee Discussion



#### In Committee

The Board moved into Committee at 8:00pm to discuss NSO Governance with Lindsay Corban

The Board moved out of Committee at 9:15pm

**Decision Date:** 15 Mar 2022  
**Mover:** David Velleman  
**Seconded:** Leonie Hunter-Smith  
**Outcome:** Approved



### **Lindsay to send committee Terms of Reference template, and the Bo...**

Lindsay to send committee Terms of Reference template, and the Board to review and publish Terms of Reference for each of the subcommittees.

Equity, Diversity and Inclusion committee be disestablished, and the relevant workstreams be included in review of all of the subcommittees

**Decision Date:** 15 Mar 2022  
**Mover:** David Velleman  
**Seconded:** Leonie Hunter-Smith  
**Outcome:** Approved

## **3.2 Governance (Andrew, David, Melanie)**



### **Intern**

Moved that Monique Aitcheson be appointed as Intern for Archery NZ (120h of work experience)

**Decision Date:** 15 Mar 2022  
**Mover:** Andrew Russell  
**Seconded:** Hana Saemon-Beck  
**Outcome:** Approved



### **Moved that the AGM be held on Monday 29th August at 7:00pm by Zoo...**

Moved that the AGM be held on Monday 29th August at 7:00pm by Zoom.

**Decision Date:** 15 Mar 2022  
**Mover:** Andrew Russell  
**Seconded:** David Velleman  
**Outcome:** Approved

Administrator applications received - Governance to review

## **3.3 Finance & Risk - FaRC (Leonie, Grant Hewson, Gerhard De Bruyn**

Grant funding received for new timing lights - with many thanks to our fantastic work by our grants application team



### **SportNZ Grant Reporting**

David to draft report to SportNZ on grant funding, for review by FaRC and other stakeholders

**Due Date:** 13 Apr 2022  
**Owner:** David Velleman

## **3.4 Archery for Young People (George, Hana, Melanie)**

Looking to re-start initiative for Trans-Tasman training camp. George to contact FaRC regarding potential support for grant funding.

### 3.5 High Performance (David, Dale L, Cushla M, Mike S, Dave H, Barbara S)

Selection Policy issued

World Games are scheduled for July - need to confirm by end of this month - David to review with Dale as Selection Panel chair.

### 3.6 Equity Diversity & Inclusion (Hana, Lexie Matheson)



#### Scott Collett and Kerry Hoole to be nominated to attend the Paral...

Scott Collett and Kerry Hoole to be nominated to attend the Paralympics NZ AGM as Archery NZ representatives

**Decision Date:** 15 Mar 2022  
**Mover:** Hana Saemon-Beck  
**Seconder:** Andrew Russell  
**Outcome:** Approved



#### Para Liaison

Scott Collett to be appointed Archery NZ's Para Liaison

**Decision Date:** 15 Mar 2022  
**Mover:** Andrew Russell  
**Seconder:** Hana Saemon-Beck  
**Outcome:** Approved

### 3.7 Premier Events (Andrew)

Outdoor Nationals unfortunately cancelled for 2022.

Host agreement for Outdoor Nationals to be extended to 2024 for River Glade.

Indoor Nationals (Manawatu Archery Club as LOC) confirmed for 13-14 November. A COVID contingency plan is undertaken to enable us to proceed in red alert level if necessary, however we are expecting it will be a lower level by that stage. Signed host agreement to be received.

Awards that are usually presented at the Outdoor Nationals banquet, will be presented at the Indoor Nationals (in lieu of Outdoor Nationals this year) - including inter-club shields, team representative certificates, Youth Most Improved.

## 4. Other Business

### 4.1 Ranking and Records

Many thanks to Melanie who has picked up the role of Ranking and Records Officer, and is getting ready to issue the next batch.

Thanks also to Steve Clifton for previously fulfilling this role for a number of years!

### 4.2 Google workspace

Andrew is organising an ICT systems review with key stakeholders - this will be reviewed as part of this.

### 4.3 Dress Code

Deferred this month

#### 4.4 Newsletter

To go out in next couple of weeks - inputs needed by Friday 25 March

#### 4.5 Next Meeting

Next meeting: 19 April, 2022

### 5. Close Meeting

#### 5.1 Close the meeting

**Next meeting:** Board Meeting - 19 Apr 2022, 7:30 pm

#### New Actions raised in this meeting

Item	Action Title	Owner
3.3	SportNZ Grant Reporting <b>Due Date:</b> 13 Apr 2022	David Velleman

Signature: \_\_\_\_\_

Date: \_\_\_\_\_