

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting** on **24 May 2022** these minutes were **confirmed as presented**.

Name:	Archery New Zealand
Date:	Tuesday, 19 April 2022
Time:	7:30 pm to 10:55 pm
Location:	Zoom, online
Board Members:	David Velleman (Chair), Andrew Russell, Hana Saemon-Beck, Leonie Hunter-Smith
Attendees:	Melanie Jones, Monique Aitchison

1. Opening Meeting

1.1 Guest Attendees

1.2 Apologies

1.3 Interests Register

No changes

1.4 Confirm Minutes

Board Meeting 15 Mar 2022, the minutes were confirmed as presented.



March Minutes

Minutes for March's Board Meeting be approved.

Decision Date:	19 Apr 2022
Mover:	Andrew Russell
Seconder:	David Velleman
Outcome:	Approved

1.5 Communications (Incoming)

2. Actions from Previous Meetings

2.1 Action List

2.2 Board Decisions Made in Between Meetings



World Games Selection

Riku van Tonder, Elizabeth Randle and Lisa Walker be selected for the World Games 2022, with Cushla Matheson as Team Manager/Coach.

Decision Date: 19 Apr 2022
Mover: David Velleman
Seconded: Andrew Russell
Outcome: Approved



Minutes

Minutes from 8th Feb approved

Decision Date: 19 Apr 2022
Mover: Andrew Russell
Seconded: Hana Saemon-Beck
Outcome: Approved

Discussion of review to be refined for example, every quarter

3. Major Decisions and Discussions

3.1 Governance (Andrew, David, Melanie)

George Rossolatos's resignation was regretfully received by the board.



Vote of Thanks

A vote of thanks was made to George Rossolatos for his service to the Board over the last year.

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Mover: Andrew Russell
Seconded: David Velleman
Outcome: Approved

2 external applications and 1 internal applications have been received for Board member roles. Applications close 28 April

AGM Notification has been drafted - needs to be issued within the next 5 - 6 weeks

Club Consultation held on Wednesday 13 April regarding the proposed Constitution - good engagement by clubs and suggestions received.

Hana raised after pay as a service. Noted that with ANZ fees potentially significantly reducing with the new Constitution for a majority of members, they might be more useful for clubs than ANZ, but to review this with the proposed Clubs Subcommittee.

3.2 Finance & Risk - FaRC (Leonie, Grant Hewson, Gerhard De Bruyn)

Leonie questions costs for mobile phone. Noted that Cushla has phone until new Administrator position is filled - agreed to keep the phone active until then.

Give a Little page has stalled - Grant target was \$3,700, accumulated amount raised so far totals \$1,600 -1,700. Andrew to review with Vendor whether they would accept a reduced amount, if Archery NZ contributes towards to the cost.

Grants to be sought by local organising committee (LOC) for Indoor Nationals for 2022.

3.3 Archery for Young People

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

Athlete Representative discussed - to be reviewed further during operational committees restructure as there is support for a greater voice for athletes.

3.5 Equity Diversity & Inclusion

Paralympics NZ AGM to be held 28 April. Scott Collett and Kerry Hoole were put forward as representatives.

Andrew presented a revised Member Protection Policy for improving inclusivity for transgender and non-binary athletes. This would allow self-identification for gender at Domestic competitions. The current Member Protection Policy process would apply for Athletes applying for international representation, until such time as World Archery's policy for international events is communicated (in discussions at WA level, but not yet decided).



Revised Member Protection Policy

The revised Member Protection Policy be ratified.

Decision Date:	19 Apr 2022
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Seconder:	David Velleman
Outcome:	Approved

3.6 Premier Events (Andrew)

No updates

4. Other Business

4.1 ICT Systems

Successful initial meeting with stakeholders, and follow-up with Sport NZ Partnership Manager and their systems advisor.

Upcoming second meeting is scheduled to resolve needs statement and next steps.

Kelly Atkinson has offered to be ICT Manager



Archery NZ ICT Manager

Kelly Atkinson to be appointed Archery NZ ICT Manager, responsibilities of role to be developed as part of the operational restructure

Decision Date:	19 Apr 2022
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Mover: Andrew Russell
Seconded: Hana Saemon-Beck
Outcome: Approved

4.2 Operational Structure

A workshop was held for reviewing/developing the Operational Structure of Archery NZ.

Proposed that operational committees include:

- Organisational Management
- Finance & Risk
- Wellbeing & Inclusion
- Membership & Development
- High Performance
- Clubs

with various Working Groups under the 'Events' banner.



Proposed operational structure

Proposed Operational Committee structure to be sent to key stakeholders for feedback. Andrew to provide drafts of the Terms of Reference as a starter, for Committees to build on.

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Seconded: David Velleman
Outcome: Approved

4.3 Newsletter

Newsletter to be issued within next week

4.4 In Committee



In Committee

The Board moved into committee at 10:20pm

Decision Date: 19 Apr 2022
Mover: David Velleman
Seconded: Leonie Hunter-Smith
Outcome: Approved



In Committee

The Board moved out of Committee at 10:55pm

Decision Date: 19 Apr 2022
Mover: David Velleman
Seconded: Leonie Hunter-Smith
Outcome: Approved

4.5 Next Meeting

7:00pm 17/05/2022

5. Close Meeting

5.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____