

# CONFIRMED MINUTES

## BOARD MEETING



At the **Board Meeting** on **15 Jun 2023** these minutes were **confirmed as presented**.

<b>Name:</b>	Archery New Zealand
<b>Date:</b>	Monday, 17 April 2023
<b>Time:</b>	7:00 pm to 9:43 pm (NZST)
<b>Location:</b>	Zoom, online
<b>Board Members:</b>	Murray Prowse, Katherine Watson
<b>Attendees:</b>	Hana Saemon-Beck, Sai Bedekar, Vincent McCartney
<b>Apologies:</b>	Lisa Holt

### 1. Opening Meeting

#### 1.1 Confirm Minutes

**Board Meeting 7 Feb 2023**, the minutes were confirmed as presented.

#### 1.2 Interests Register

#### 1.3 Election of Deputy Chairperson

Held-over to the next meeting.

### 2. Approved Between Meetings

#### 2.1 TT Managers Update #1

Due to a conflict between the previously appointed TT Managers and the Code of Conduct, a new TT Manager was required to be found.

9th February 2023

Motion by Vincent: Sarah Newcome is appointed as TT Manager and Archery New Zealand reimburse Sarah for the Officials entry fee.

Yes: Murray, Hana, Lisa & Katherine

No: -

Abstain: Sai

**PASSED**

## **2.2 TT Managers Update #2**

Due to a conflict between the previously appointed TT Managers and the Code of Conduct, an additional TT Manager was required to be found to support Sarah.

4th March 2023

Motion by Vincent: Pete McLean is appointed as a Manager for the 2023 Trans-Tasman Team.

Yes: Hana, Murray and Lisa

No: -

Abstain: - Katherine & Sai

**PASSED**

## **2.3 February 2023 Complaint**

28th February 2023

Motion by Vincent: The February 2023 Complaint is not accepted at the current time as it relates to an ongoing mediation, and the \$100 lodgment fee is refunded.

Yes: Murray, Hana, Lisa, Katherine and Sai

No: -

Abstain: -

**PASSED**

## **2.4 Para Selection Policy: Paris 2024**

The nomination criteria was put together by the Chair of the Board and Selection Convenor as the HP Committee declined to complete it.

15th March 2023

Motion by Vincent: The board approves the presented Paris 2024 Paralympic Games Nomination Criteria to be submitted to the PNZ.

Yes: Hana, Lisa and Sai

No: Murray

Abstain: Katherine

**PASSED**

## **2.5 Selection of Athletes to attend Asia Cup Leg 3, Singapore**

The Board approves and endorses the Selection Panel's selection recommendations for the Asia Cup Leg 3 in Singapore.

Yes: Hana & Lisa

No: -

Abstain: Katherine, Murray and Sai

**PASSED**

### 3. Actions from Previous Meetings

#### 3.1 Action List

Due Date	Action Title	Owner
31 Aug 2022	Privacy and Police checks <b>Status:</b> On Hold	Andrew Russell
21 Dec 2022	Set up email distribution list <b>Status:</b> Completed on 17 Apr 2023	Vincent McCartney
8 Feb 2023	Forward interested parties to Hana to organise 1st meeting. <b>Status:</b> Completed on 14 Apr 2023	Vincent McCartney
9 Feb 2023	Investigate timelines around supply pack to archers <b>Status:</b> Completed on 14 Apr 2023	Hana Saemon-Beck
10 Feb 2023	Request George for templates <b>Status:</b> In Progress	Vincent McCartney
17 Feb 2023	Police Checks - Vincent to speak to Andrew <b>Status:</b> Completed on 14 Apr 2023	Vincent McCartney
28 Feb 2023	Investigate insurance situation around current equipment <b>Status:</b> Completed on 24 Feb 2023	Lisa Holt
28 Feb 2023	Speak to Community Governance <b>Status:</b> Completed on 20 Feb 2023	Sai Bedekar
28 Feb 2023	Speak to Andrew about H&S background <b>Status:</b> Completed on 14 Apr 2023	Vincent McCartney
28 Feb 2023	Organizational Committee to review Code of Conduct <b>Status:</b> In Progress	Vincent McCartney
28 Feb 2023	Organisational Committee - review uniform policy for international events <b>Status:</b> In Progress	Vincent McCartney
31 Mar 2023	Take Lisa Walkers proposal to the next HP Committee meeting <b>Status:</b> Completed on 14 Apr 2023	Katherine Watson

### 4. Major Decisions and Discussions

#### 4.1 Paris 2024 Selection Policy (v 5.1)



##### Accept Paris Selection Policy

Accept version 5.1

**Decision Date:** 17 Apr 2023  
**Mover:** Vincent McCartney  
**Seconder:** Katherine Watson  
**Outcome:** Approved

#### 4.2 Selection of Officials to attend Asia Cup Leg 3, Singapore



##### Approve appointments

Cushla & Lexi are appointed as the Officials for Asia Cup Leg 3 in Singapore.

**Decision Date:** 17 Apr 2023  
**Mover:** Vincent McCartney  
**Seconder:** Katherine Watson  
**Outcome:** Approved

### 4.3 Youth Worlds, Limerick



#### **Selection Committee is asked to re-review the selections**

Selection Committee is asked to re-review the non-selections of Audrey, Nuala & Alex due to their performance at WAO in the past week.

**Decision Date:** 17 Apr 2023  
**Mover:** Hana Saemon-Beck  
**Seconders:** Katherine Watson  
**Outcome:** Approved

### 4.4 Indoor Nationals - Grant Funding



#### **Approve Grant Funding Application Motion - Mainland**

The Finance Committee members, Anne Mitchell and Grant Hewson, apply on behalf of Archery NZ to the Mainland Foundation, for the venue hire of \$6163.10 for the 50th National Indoors being held at the Central Energy Trust Arena, Palmerston North on 19th and 20th August 2023.

**Decision Date:** 17 Apr 2023  
**Mover:** Vincent McCartney  
**Seconders:** Murray Prowse  
**Outcome:** Approved

## 5. Membership

### 5.1 Current Members

## 6. Sub-Committees

### 6.1 FARC

Anne is doing an amazing job keeping it running.

Vincent temporarily on FARC whilst new finance officer is found.

### 6.2 HP Committee

HP working well and looking forward.

### 6.3 Wellbeing, Inclusivity & Diversity

Should we have monthly themes and promote to the membership to support mental health.

Can we get Lexi who spoke at the inspiration day to give a wider talk?

Any other inspirational speakers?

Inclusive international days such as St Patricks, Dilwali etc



#### **Collate ideas on calendar social media promotions**

Collate ideas on calendar social media promotions, e.g. Dilwali

**Due Date:** 31 May 2023

**Owner:** Sai Bedekar

## **6.4 Clubs Committee**

Vincent will be progressing on the uniform/clothing questions with Org Management questions.

## **6.5 Membership & Development**

Development: Means general development up to the point of being looked at by the HP.

## **6.6 Organisational Management Committee**

## **7. Role Reports**

### **7.1 Sport NZ Liason**

Vincent to create and circulate.

### **7.2 Olympic Liason**

Vincent to attend NZOC AGM

### **7.3 Premier Events**

### **7.4 Technical Committee**

### **7.5 ICT**

### **7.6 Coaching**

### **7.7 Para Archery**

### **7.8 Health & Safety**

## **8. Other Business**

### **8.1 RGA Nationals Report & Budget to Archery NZ**

- Potential use of credit card (\$1000 limit) for unexpected expenses
- PTS to be managed by ANZ

The Board wishes to thank the LOC for an excellent event and look forward to 2024.

### **8.2 Australian Indoor Nationals 2024 - in NZ**

This has the board support.

Can this also apply to Australian Youth Nationals too? As this is run in the same format.

### 8.3 Terms of Reference - HP



#### Update HP ToR for review

Update HP ToR for review to include Official selections, and then circulate for review.

**Due Date:** 15 May 2023  
**Owner:** Katherine Watson

### 8.4 Gymnasiade

### 8.5 Selection Polices update from HP

Timeline Q3 2023.

### 8.6 Filling of roles

- Para liason - Job Description & Contract
- Treasurer/Finance Office - advertised and no interest
- Board Member - advertised and no interest
- Administration - Job Description & Contract



#### Update ToR

Look at ToR & Constitution to see if they can be updated to include independents,

**Due Date:** 5 May 2023  
**Owner:** Vincent McCartney

### 8.7 Compliant

Complaint to be circulated tomorrow.

Will be known as **April 2023 Complaint**.

### 8.8 WA Motions



#### Archery NZ to put forward an amendment to adjust Motion 12

Due to health and safety concerns, motion to change Barebow to 30m as to not to potentially injure U15 year olds.

Shooting 40m may tempt them to up poundage to increase accuracy at longer distances and increase the risk of injury.

**Decision Date:** 17 Apr 2023  
**Mover:** Vincent McCartney  
**Seconder:** Murray Prowse  
**Outcome:** Approved

### 8.9 Divisions

The Board has no appetite to deviate from WA rules on this matter.

## 9. Strategic Goals

### 9.1 Report on progress

## 10. General Business

### 10.1 Personal Space

Ask Membership & Development Committee to run training on personal space, appropriate physical contact and consent with coaches.

### 10.2 In Person Board Meeting

Actions to figure out appropriate date and costs.

## 11. Close Meeting

### 11.1 Close the meeting

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

### New Actions raised in this meeting

Item	Action Title	Owner
6.3	Collate ideas on calendar social media promotions <b>Due Date:</b> 31 May 2023	Sai Bedekar
8.3	Update HP ToR for review <b>Due Date:</b> 15 May 2023	Katherine Watson
8.6	Update ToR <b>Due Date:</b> 5 May 2023	Vincent McCartney

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

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