

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting** on **17 Apr 2023** these minutes were **confirmed as presented**.

Name:	Archery New Zealand
Date:	Tuesday, 7 February 2023
Time:	7:00 pm to 9:47 pm (NZDT)
Location:	Zoom, online
Board Members:	Katherine Watson, Hana Saemon-Beck, Lisa Holt, Murray Prowse, Sai Bedekar, Vincent McCartney
Apologies:	Leonie Hunter-Smith, Monique Aitchison

1. Opening Meeting

1.1 Confirm Minutes

Board Meeting 21 Nov 2022, the minutes were confirmed as presented.

1.2 Interests Register

1.3 Resignation of Leonie

The board wishes to thank Leonie for her service to Archery NZ and the board.

2. Approved Between Meetings

2.1 Adoption of Updated Shooting Rules (v6)

2.2 College Sports: Loan of Archery NZ Targets

2.3 Trans-Tasman Officials Appointment

2.4 Trans-Tasman Selection #1

2.5 Trans-Tasman Selection #2

Lisa would like it would on record that emotive language used by Murray around this subject is not helpful.

Note from Murray.

Neither archer had qualified nor were there any extenuating circumstances for their inclusion.

The selection panel reviewed their inclusion and rejected them twice.

The Strategic plan was distorted and the selection policy was declared not fit for purpose to justify a poorly thought out motion.

This motion is borderline mis-use of power by the Board to force 2 unqualified archers into an International team.

2.6 WAO Oceania Championships Officials Appointment

2.7 WAO Oceania Championships Archers Selection

3. Actions from Previous Meetings

3.1 Action List

Due Date	Action Title	Owner
31 Aug 2022	Privacy and Police checks Status: On Hold	Andrew Russell
30 Nov 2022	FaRC seek an "enterprise-level" sponsor for National events Status: Completed on 30 Nov 2022	Leonie Hunter-Smith
21 Dec 2022	Vincent to liase with Andrew Russell in regards to Premier Events. Status: Completed on 10 Jan 2023	Vincent McCartney
21 Dec 2022	Set up email distribution list Status: On Hold	Vincent McCartney
21 Dec 2022	Clarification on Premier Events Status: Completed on 10 Jan 2023	Vincent McCartney



Police Checks - Vincent to speak to Andrew

Regarding previous Action item

Due Date: 17 Feb 2023

Owner: Vincent McCartney

4. Major Decisions and Discussions

4.1 Selection Polices



Refer the Selection Policy to HP Committee

Selection Policy to be referred to HP Committee to rewrite as appropriate to put in more measurements and descriptions around events, including whether there should be more tiers and/or development tiers with focus on a development where appropriate.

Decision Date: 7 Feb 2023

Mover: Vincent McCartney

Second: Murray Prowse

Outcome: Approved



Take Lisa Walkers proposal to the next HP Committee meeting

Take Lisa Walkers proposal to the next HP Committee meeting for discussion and to recommended actions.

Due Date: 31 Mar 2023

Owner: Katherine Watson

4.2 Shields



Organizational Committee to review all polices to be in line with current Constitution

Organizational Committee to review all polices to be in line with current Constitution

Decision Date: 7 Feb 2023
Mover: Vincent McCartney
Seconders: Hana Saemon-Beck
Outcome: Approved

4.3 Proposal: Containers



Accept Andrew's proposal

Accept Andrew's proposal to reduce equipment and containers, and to follow normal due diligence process of getting 2 quotes per item for purchase to allow for grants.

Decision Date: 7 Feb 2023
Mover: Murray Prowse
Seconders: Hana Saemon-Beck
Outcome: Approved



Investigate insurance situation around current equipment

Investigate insurance situation around current equipment before items are disposed of.

Due Date: 28 Feb 2023
Owner: Lisa Holt

4.4 Board Direction

We need to look forward, look at what is missing and needs improving, and prioritize these items in line with the strategic plan.

Suggestion of meeting face to face and having a session on Governance v Operational, to make sure that we are focusing on the right items. Or perhaps an online meeting?

Investigate date for online meeting around Governance; Governance 101.



Speak to Community Governance

Speak to Community Governance about a facilitator.

Due Date: 28 Feb 2023
Owner: Sai Bedekar

5. Membership

5.1 Current Members

6. Sub-Committees

6.1 FARC

6.2 HP Committee

HP Committee to focus in their next meeting around ideas to push high performance forward and get archers to elite events.

Discussion around Pacific Games and CQT.

6.3 Wellbeing, Inclusivity & Diversity



Forward interested parties to Hana to organise 1st meeting.

Forward interested parties to Hana to organize 1st meeting.

Due Date: 8 Feb 2023

Owner: Vincent McCartney

6.4 Clubs Committee



Suggested names appointed to committee

Suggested names appointed to committee

Decision Date: 7 Feb 2023

Mover: Vincent McCartney

Seconder: Murray Prowse

Outcome: Approved

6.5 Membership & Development

Previous incarnation of the league was sponsored by Attitude Archery.



Update Terms of Reference to allow for 6 members

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Decision Date: 7 Feb 2023

Mover: Vincent McCartney

Seconder: Murray Prowse

Outcome: Approved



Appoint suggested names to the committee

Appoint suggested names to the committee

Decision Date: 7 Feb 2023

Mover: Vincent McCartney

Seconder: Hana Saemon-Beck

Outcome: Approved

6.6 Organisational Management Committee



Appoint suggested names to the committee

Appoint suggested names to the committee

Decision Date: 7 Feb 2023

Mover: Vincent McCartney

Seconder: Murray Prowse
Outcome: Approved

7. Role Reports

7.1 Sport NZ Liason

7.2 Olympic Liason

7.3 Premier Events

7.4 Technical Committee

7.5 ICT

7.6 Coaching

7.7 Para Archery

7.8 Health & Safety



Speak to Andrew about H&S background

Speak to Andrew about H&S background

Due Date: 28 Feb 2023

Owner: Vincent McCartney



Request George for templates

Speak to George about templates and the best way to roll this out to clubs to get buy in.

Due Date: 10 Feb 2023

Owner: Vincent McCartney

8. Other Business

8.1 TT Parent & Manager

Historically, parents as managers has been shown not to work due to time pressures of being a supportive parent versus carrying out managing duties.



Withdraw selection of team managers from TT

Withdraw selection of team managers from TT due to them being parents of U16 archers.

And approach Cushla Matheson about being team manager.

5 x in favour

1 x against

Decision Date: 7 Feb 2023

Mover: Murray Prowse

Seconder: Lisa Holt

Outcome: Approved



Organizational Committee to review Code of Conduct

Organizational Committee to review Code of Conduct to decide on any recommendations to change, including but not limited to exceptions around parents being managers in exceptional circumstances.

Due Date: 28 Feb 2023

Owner: Vincent McCartney

8.2 Uniforms



Organisational Committee - review uniform policy for international events

Organisational Committee - review uniform policy for international events whilst reviewing the uniform policy overall.

Due Date: 28 Feb 2023

Owner: Vincent McCartney

8.3 International Athletes Financial Support



Supplying shooting shirts

Archery NZ will supply a maximum of 2 x shooting shirts (1 x Black & 1 x White) per archer for the upcoming tournaments in April.

The shirt should not state a year.

The board will work on a policy for future events.

Decision Date: 7 Feb 2023

Mover: Vincent McCartney

Seconder: Murray Prowse

Outcome: Approved

8.4 Filling of roles

8.5 Compliant

8.6 SI Container

9. Strategic Goals

9.1 Report on progress

9.2 General Business



Investigate timelines around supply pack to archers

Investigate timelines around supply pack to archers

Due Date: 9 Feb 2023

Owner: Hana Saemon-Beck

10. Close Meeting

10.1 Close the meeting

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

New Actions raised in this meeting

Item	Action Title	Owner
3.1	Police Checks - Vincent to speak to Andrew Due Date: 17 Feb 2023	Vincent McCartney
4.1	Take Lisa Walkers proposal to the next HP Committee meeting Due Date: 31 Mar 2023	Katherine Watson
4.3	Investigate insurance situation around current equipment Due Date: 28 Feb 2023	Lisa Holt
4.4	Speak to Community Governance Due Date: 28 Feb 2023	Sai Bedekar
6.3	Forward interested parties to Hana to organise 1st meeting. Due Date: 8 Feb 2023	Vincent McCartney
7.8	Speak to Andrew about H&S background Due Date: 28 Feb 2023	Vincent McCartney
7.8	Request George for templates Due Date: 10 Feb 2023	Vincent McCartney
8.1	Organizational Committee to review Code of Conduct Due Date: 28 Feb 2023	Vincent McCartney
8.2	Organisational Committee - review uniform policy for international events Due Date: 28 Feb 2023	Vincent McCartney
9.2	Investigate timelines around supply pack to archers Due Date: 9 Feb 2023	Hana Saemon-Beck

Signature:_____

Date:_____