

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting** on **12 Mar 2024** these minutes were **confirmed as presented**.

Name:	Archery New Zealand
Date:	Tuesday, 13 February 2024
Time:	7:30 pm to 9:33 pm (NZDT)
Location:	Zoom, online
Board Members:	Cushla Matheson, Frasier Cho, Katherine Watson, Murray Prowse, Mykel Turner
Guests/Notes:	Carole Hicks, Dave Henshaw (Life Members), and Jan Lees (Guest Speaker Agenda 6.6).

1. Opening Meeting

1.1 Confirm Minutes

Board Meeting 9 Jan 2024, the minutes were confirmed as presented.

1.2 Interests Register

1.3 Motion to amend December 12, 2023 Board meeting minutes



Amended

December meeting minutes have been amended

Decision Date:	13 Feb 2024
Mover:	Katherine Watson
Seconded:	Cushla Matheson
Outcome:	Approved

2. Approved Between Meetings

2.1 Between Meeting Decisions

3. Actions from Previous Meetings

3.1 Action List

Due Date	Action Title	Owner
9 Jan 2023	Privacy and Police checks Status: On Hold	Cushla Matheson
28 Feb 2023	Organizational Committee to review Code of Conduct Status: In Progress	Vincent McCartney
29 Sept 2023	Review of National Tournaments bid document Status: In Progress	Murray Prowse
12 Jan 2024	Proposed edit to committee terms of reference Status: Completed on 3 Apr 2024	Cushla Matheson
16 Jan 2024	Invite Life Members to the February board meeting Status: Completed on 13 Feb 2024	Katherine Watson
13 Feb 2024	Review Board Charter Status: Completed on 28 Mar 2024	Murray Prowse
13 Feb 2024	Contact Tu Manawa Active to check funding eligibility Status: In Progress	Katherine Watson
13 Feb 2024	Discuss HP levy with FARC Status: Completed on 13 Feb 2024	Katherine Watson
13 Feb 2024	Murray will make contact with NZFAA to see where we can get indoor nets Status: Completed on 12 Mar 2024	Murray Prowse
13 Feb 2024	Archery NZ photos update Status: Completed on 12 Mar 2024	Katherine Watson

4. Major Decisions and Discussions

4.1 Update of Strategic Goals

Constitution: Joanne is going to help with the legal review of the draft constitution

Communication: Life members have been welcomed and are present at the current February meeting. Conversations are happening with National Maori Sport Authority

Coordinators of school and para archery: currently trying to source funding

4.2 Tertiary League Proposal

High possibility for collaboration with tertiary sport organisation, who can help to get information out there for the programme. These discussions are in progress and sound promising.

When adopting this proposal



Accepting proposed rules on a 12 month trial basis, to be reviewed in February 2025

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Seconder: Murray Prowse
Outcome: Approved

4.3 Constitution Review

Constitution review is on track. Reviewed finances are preferred over audited finances for Archery NZ, however this needs to be updated in the constitution.

4.4 High Performance Levy

Potential for adding a "performance funding" levy to the annual membership fee, rather than individual tournament fees, which can add up for people who enter multiple tournaments per year

Further discussion is needed for this when setting the fees

High performance withdraws the proposal for the HP levy to be attached to tournament fees

5. Membership

5.1 Current Members

6. Sub-Committees

6.1 Current Sub-Committee Members

6.2 FARC

The current constitution states **the quorum of every sub-committee is half the members of the sub-committee but not less than 3**

So this may not be possible. Motion needs reviewing

6.3 HP Committee

6.4 Wellbeing, Inclusivity & Diversity

Vacancy open

6.5 Clubs Committee

Meetings in progress with Murray and tournaments

6.6 Membership & Development

6.7 Organisational Management Committee

7. Role Reports

7.1 Premier Events

We are still looking for a premier events team to fill the role.

Looking for possibilities to run indoor nationals, like finding an experienced LOC to run or postal.

PJ is stepping down from admin role for tournaments



Approve document

Approve document for bid

Decision Date: 13 Feb 2024
Mover: Katherine Watson
Seconder: Frasier Cho
Outcome: Approved

7.2 Sport NZ Liaison

Progress on funding to be reported back at next meeting

7.3 Technical Committee

7.4 ICT

For next meeting, remove this section from agenda

7.5 Health & Safety

Health and safety plans not consistently being sent to George before tournaments. This may be a systems issue.

Reminder that Google form is available on the website. System needs to be checked so that there is follow through of form being sent to George.



Check health and safety forms are being sent to George

Check health and safety plans and google forms are being sent to George, and the process is followed through

Due Date: 12 Mar 2024
Owner: Katherine Watson

8. Other Business

8.1 Create Appointment Panel



Create Appointment Panel

This will be made in a between meeting decision with the appointments

Due Date: 27 Feb 2024
Owner: Katherine Watson

9. Close Meeting

9.1 Close the meeting

Next meeting: Board Meeting - 12 Mar 2024, 7:30 pm

Approved decisions made between meetings



Auckland CQT Athlete Selection

The Board accepts the Selection Committee recommendation of the following athletes for the CQT to be held in Auckland in March 2024:

Recurve - Female

Nuala Edmundson

Julia Harrison

Recurve - Male

Finn Matheson

Ben McLean

Shaun Ryan

This Tournament is for eligible countries in the WA Oceania region to secure an individual male and female place to compete in the Paris 2024 Olympic Games. Each country is able to send 3x male and 3x female competitors.

5 Supported: Cushla Matheson , Frasier Cho , Katherine Watson , Murray Prowse , Mykel Turner

0 Opposed:

0 Abstained:

Decision Date: 14 Jan 2024

Outcome: Approved



World Cup Stage 1 Officials Selection

The Board accepts the High Performance sub committee nomination of the following officials to World Cup 1 2024:

Cushla Matheson - Coach and travelling Manager

Lisa Walker - Compound coach

Lexie Matheson- NZ based Manager and publicist

4 Supported: Frasier Cho , Katherine Watson , Murray Prowse , Mykel Turner

0 Opposed:

1 Abstained: Cushla Matheson

Decision Date: 14 Jan 2024

Outcome: Approved



World Cup Stage 2 2024 Athlete Selection

The Board accepts the Selection Committee recommendation of the following athlete for World Cup Stage 2 2024:

Finn Matheson (MR)

3 Supported: Frasier Cho , Katherine Watson , Murray Prowse

1 Opposed: Mykel Turner

1 Abstained:

Cushla Matheson - As Finn's parent and NZ based coach I abstain from the vote for the obvious conflict of interest reason.

Decision Date: 22 Jan 2024

Outcome: Approved



Asia Cup Stage 2 2024 Athlete Selection

The Board accepts the Selection Committee recommendation of the following athlete for Asia Cup Stage 2 2024:

Shaun Ryan (MR)

5 Supported: Cushla Matheson , Frasier Cho , Katherine Watson , Murray Prowse , Mykel Turner

0 Opposed:

0 Abstained:

Decision Date: 22 Jan 2024

Outcome: Approved



Auckland CQT Officials Selection

The Board accepts the High Performance sub committee nomination of the following officials to Auckland CQT 2024:

Robbie Anderson (Coach)

Iain Hamilton (Coach)

5 Supported: Cushla Matheson , Frasier Cho , Katherine Watson , Murray Prowse , Mykel Turner

0 Opposed:

0 Abstained:

Decision Date: 23 Jan 2024

Outcome: Approved



Asia Cup 2 2024 Officials Selection

The Board accepts the High Performance sub committee nomination of the following official to Asia Cup 2 2024:

Iain Hamilton (Coach manager)

5 Supported: Cushla Matheson , Frasier Cho , Katherine Watson , Murray Prowse , Mykel Turner

0 Opposed:

0 Abstained:

Decision Date: 23 Jan 2024

Outcome: Approved



World Cup Stage 2 Officials Selection

The Board accepts the High Performance sub committee nomination of the following officials to World Cup 2 2024:

Cushla Matheson - Coach

Lexie Matheson- NZ based Manager

4 Supported: Frasier Cho , Katherine Watson , Murray Prowse , Mykel Turner

0 Opposed:

1 Abstained: Cushla Matheson

Decision Date: 29 Jan 2024

Outcome: Approved



Shooting Rules Amendment: Junior Burton

Motion: that the Archery NZ Shooting rules be amended to include a new round called the Junior Burton which consists of 5 ends of 6 arrows at 37m, 27m and 18m, with a 6 arrow sighter at each distance, on a 122cm face with 10 zone scoring. As per the Archery NZ webpage: <https://www.archerynz.co.nz/nz-postal-leagues/royle-hutton-annual/>

5 Supported: Cushla Matheson , Frasier Cho , Katherine Watson , Murray Prowse , Mykel Turner

0 Opposed:

0 Abstained:

Decision Date: 3 Feb 2024

Outcome: Approved

New Actions raised in this meeting

Item	Action Title	Owner
7.5	Check health and safety forms are being sent to George Due Date: 12 Mar 2024	Katherine Watson
8.1	Create Appointment Panel Due Date: 27 Feb 2024	Katherine Watson

Katherine Watson
12 Apr 2024