

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting** on **10 Sept 2024** these minutes were **confirmed as presented**.

Name:	Archery New Zealand
Date:	Tuesday, 13 August 2024
Time:	7:30 pm to 11:00 pm (NZST)
Location:	Zoom, online
Board Members:	Cushla Matheson, Frasier Cho, Katherine Watson, Murray Prowse, Mykel Turner

1. Opening Meeting

1.1 Confirm Minutes

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

1.2 Interests Register

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: In Progress	Cushla Matheson
28 Feb 2023	Organizational Committee to review Code of Conduct Status: In Progress	Vincent McCartney
7 May 2024	Send policy to be reviewed by Organisational Management committee, with the view to approve it Status: In Progress	Katherine Watson
9 Jul 2024	Ask membership and development committee about coordinators for para archery Status: In Progress	Mykel Turner
9 Jul 2024	Callout to explore option of multi-venue indoors tournament Status: Completed on 21 Jul 2024	Katherine Watson
13 Aug 2024	Cushla to have a conversation with Dr George Corbett Status: On Hold	Cushla Matheson

4. Major Decisions and Discussions

4.1 Olympic Solidarity Funding

Check in with Cushla about if there are any roadblocks or need help:

70 people have registered. Working through logistics, as there are only 40 beds available.

Sending a reminder later for people to confirm. This is under control and on track for a successful programme

4.2 Youth Intern

We would like a breakdown of the age demographics of our members, for further information. However this age range is agreed to be right for the organisation now.

Encourage the Youth Intern, after their term, to join other committees to remain in the organisation or to contribute to their club governance.

With regard to the term duration, 11 months does not allow sufficient room for growth, but 2 years would allow for two full cycles. Perhaps this could be allowed to be 1 year plus 1 year.

This could also be seen as a foot in the door



Accept the terms of reference with the altered sentence

Accept the terms of reference with the altered sentence to read:

The term of the Board Youth Intern programme is approximately 11 months, generally starting one month after the Archery NZ Annual General Meeting, with the option to extend for a further 12 months by mutual agreement between the Board and the successful applicant, for a maximum of 23 months.

Decision Date: 13 Aug 2024
Mover: Katherine Watson
Seconder: Mykel Turner
Outcome: Approved

4.3 Life Member Nominations

Noting that this is not Ivan's position, but a different one that is open.

Dave Henshaw notes a conflict of interest with the Christchurch nomination.

Making sure each nomination is valid. We need confirmation from Christchurch and Dunedin that more than 75% of members support the nomination.

Next stage is taking nominations to the AGM,



Accept MGAC's nomination of Mike Smeardon to a life member position

Accept MGAC's nomination of Mike Smeardon to a life member position, as it has met the criteria, and it will be presented to members at AGM

Decision Date: 13 Aug 2024
Mover: Katherine Watson
Outcome: Approved



Contact Christchurch and Dunedin clubs to clarify 75% members requirement for life member nomination

Clarify 75% members of the club support the life member nominations, for Christchurch and Dunedin clubs

Due Date: 10 Sept 2024

Owner: Katherine Watson

4.4 Club communication re:fees

A common theme is that it is difficult for the clubs to see what Archery NZ does for it's individual members. This reinforces the importance of Archery NZ's communications to be consistent and top rate.

There are many things that Archery NZ does as a National Sports Organisation, that may not be apparent to club levels. Examples are where Archery NZ selects athletes to go overseas for competitions, and for Olympic Solidarity Funding, that clubs are not able to do. This list is not exhaustive, as there are so many other areas that are already allocated.

A lot of the money in the accounts are already earmarked for things such as judges levies and equipment levies, and for upgrades to utilities like lights. When we start going through it, there is not a lot left. This increase covers a) to mitigate the loss of Sport NZ funding, b) split to go towards grassroots and high performance, which all clubs will benefit from at some level. Further communication from Archery NZ needs to better explain this. Outline the costs, outline the earmarked money, so there is a clearer understanding of where the existing money is going.

It is important to note that grassroots archery development is a developing area of focus for Archery NZ, one that has not had a specific focus in previous years, and much movement in this will be upcoming.

There are both financial and social justifications for this fee increase.

The Board intends to respond to clubs, and members via the newsletter, in the 2nd week of September. This is a partnership, and we need your help. Communication is key to improve this understanding.

4.5 Proposal for domain name purchase

Send to FARC for review and recommendation. With the view that the Board wishes to purchase these domains



Send to FARC for review and recommendation for Domain purchase

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

4.6 Website Update



Accept the quote from Website Whizz

Accept the quote from Website Whizz

Decision Date: 13 Aug 2024
Mover: Katherine Watson
Outcome: Approved

This is not a budgeted item, but it must be done

4.7 2025 Uniforms

Potential for costs to add up quickly with the current supplier if shirts are changed.

Explore further suppliers to research quotes. Elizabeth to gain quotes, samples, lead times

4.8 AGM preparation

Board meeting before the AGM will be on 25 August at 7:30pm

5. Sub-Committees

5.1 FARC

Financials have been signed, now at auditors which would come back late September. However financial reports need to be sent to members on 25 August, so the unaudited ones will be sent

Andrew Fong has put his hand up for the committee



Appoint Andrew Fong to the FARC

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Decision Date: 13 Aug 2024

Mover: Katherine Watson

Outcome: Approved

5.2 HP Committee

Discussions about World Games CQT selection period, decided on these dates

Reviewing current selection policies

5.3 Wellbeing, Inclusivity & Diversity

5.4 Clubs Committee

Had a Chairperson's Club Forum last week. 10 clubs attended, a really great turnout, also allows clubs to connect with each other. Working well.

Reinforced to clubs there are lots of people out there with good experience organising events

Discussions around fee increases

Lighting guidelines for tournaments are a recommendation, not a requirement. Particularly notable for indoor competitions with clubs

If you even think you might be able to organise a national event, open up a discussion with Archery NZ, it is not a full commitment and we can help plan and connect you.

5.5 Membership & Development

In progress: Para archery was discussed, need for a national Para coach first. This would oversee regional Para coaches, who are trained with para needs, and pull together and organise the para programme. Further information is in minutes

Proposal for a 6 monthly meetings of representatives for each committee, to improve communications and provide updates between committees

5.6 Organisational Management Committee



Adopt the Privacy Policy, with alterations

Adopt the Privacy Policy, subject to updating the name of Drug Free Sport NZ to the new name

Decision Date: 13 Aug 2024
Mover: Katherine Watson
Seconded: Frasier Cho
Outcome: Approved

5.7 Rules Committee



Appoint Tahir Singh, Kelly Atkinson and Meike Voight to the Rules Committee

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Decision Date: 13 Aug 2024
Mover: Katherine Watson
Seconded: Frasier Cho
Outcome: Approved

6. Role Reports

6.1 Premier Events

This gives the opportunity for a venue to be already decided, for an alternative LOC to organise Murray to do Palmy venue research for possibilities for Indoor Nationals 2025 for feasibility and other information

Make Oceania a priority for the next board meeting

7. Other Business

7.1 Statement on the death of life member Ivan Powley

The Board of Archery NZ notes with regret the death of life member Ivan Powley, Archery NZ extends its condolences to his friends, family, and the Dunedin Archery Club

7.2 Complaints Received

The first step should be to have a conversation.



Ratify the Complaint Panel's recommendation in full

Ratify the Panel's recommendation in full

Decision Date: 13 Aug 2024
Mover: Katherine Watson
Outcome: Approved

8. Close Meeting

8.1 Close the meeting

Next meeting: Board Meeting - 10 Sept 2024, 7:30 pm

Approved decisions made between meetings



Accept and sign the financial statements for the year ended 31 March 2024

The Board approves the financial statements for the year ended 31 March 2024 as presented.

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

0 Opposed:

0 Abstained:

Decision Date: 21 Jul 2024

Outcome: Approved



Archery NZ Athlete Council Nomination

The Board accepts the recommendation of the High Performance Committee to appoint Vicky Rombouts to the Archery NZ Athlete Council.

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

0 Opposed:

0 Abstained:

Decision Date: 30 Jul 2024

Outcome: Approved

Katherine Watson
4 Oct 2024

Frasier Cho
15 Sep 2024