

# Board Meeting

12 August 2025 Meeting

## Agenda

Location: Via Google Meets

Chair: Frasier Cho

Attendees: Cushla Matheson, Gordon Harris, Melissa Soh-Newstead, Murray Prowse

Apologies: Katherine Watson

Guests: Life Members – Carole Hicks, Les Jones, Dave Henshaw, Anne Mitchell

Disclaimer: This is a public summary of Archery NZ Board proceedings for members. Full minutes are retained by the Board. Some contents (including personal, legal, and commercially sensitive matters) have been omitted for legal, privacy and confidentiality reasons in accordance with Archery NZ's policy.

### 1. Opening & Apologies

The meeting commenced at 7:30 pm.

Apologies: Katherine Watson.

### 2. Conflicts of Interest

No new conflicts of interest were declared.

### 3. Key Governance Matters

The Board discussed constitutional voting and member feedback. Voting via Election Buddy will close on 19 August 2025, with results to be reviewed on 20 August. The Constitution was confirmed as compliant with Sport NZ guidance and the Incorporated Societies Act.

#### AGM Preparation:

Two Board Member nominations were received from Cushla Matheson and Katherine Watson, both eligible for re-election. Two life members will be appointed as scrutineers at the September meeting.

Two Life Member nominations were received, to be voted on at the AGM, for Pam Gordon and Mike Smerdon.

Two motions were received for the AGM.

- Youth Athlete Uniforms – event classification and uniform approach confirmed as appropriate.
- Vote of No Confidence – deemed as unsuitable for the AGM; the Chair will liaise with the Club to confirm details.

The Board also confirmed plans to advertise for an appointed board member through LinkedIn and Appoint, seeking legal and risk-management expertise.

#### 4. Strategic & Operational Updates

The 2025 Strategy Goals have been communicated to committees and published on the website. Implementation planning will begin in September–October, followed by volunteer engagement and progress reporting at year-end.

Archery Australia was confirmed as proxy for the 2025 World Archery Congress.

Initial details of the 2026 World Archery Oceania Championships were reviewed, with venue options under consideration and formation of a group to manage delivery.

The Membership and Development Committee is spearheading a communications approach to improve and optimise current tools, and identify potential opportunities.

The appointment of Riku Van Tonder to the High Performance Committee was approved.

#### 5. Financial Overview

The Board reviewed financial performance through committee reports. Archery NZ remains within budget and continues to monitor funding renewals.

#### 6. Policy Decisions

Constitution voting is currently open.

#### 7. General Business

Club support was discussed, particularly for facility leases and legal matters, with Sport NZ channels identified as potential resources.

The Chair will advise Shore Archery Club on policies in response to their query, and additionally refer them to the helpful potential of the Sports Integrity Code.

An update on the Board Secretary role was noted, being that the previous applicant remains unavailable.

#### 8. Next Meeting

The next Board meeting date is to be confirmed.

#### 9. Meeting Closed

The meeting closed at 9:32 pm.