

Board Meeting

9 September 2025 Meeting

Agenda

Location: Via Zoom

Chair: Frasier Cho

Attendees: Cushla Matheson, Gordon Harris, Katherine Watson, Murray Prowse

Guests: Life members: Anne Mitchell, Dave Henshaw, and Les Jones.

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.

2. Conflicts of Interest

No new conflicts of interest were declared.

3. Key Governance Matters

AGM and Constitutional Review:

The Board reviewed the results of the Constitution vote, which did not pass. While the Constitution was legally compliant with Sport NZ and the Incorporated Societies Act, member feedback highlighted concerns around some clauses, club alignment requirements, and document length.

The Board agreed to revise the constitution, focusing on clarity and improvements rather than structural overhaul. Improved consultation and communication will be prioritised. Archery NZ must pass a compliant Constitution by April 2026 to remain a registered incorporated society.

Preparation for the 2025 AGM continued, including discussion of member motions including the Youth Uniform Motion, Life Member nominations, and presentation of the revised Annual Report.

Deputy Chair and Board Member Melissa Soh-Newstead tendered her resignation due to personal reasons. The Board acknowledged her service and her recommendations to strengthen governance practice through clearer policy frameworks and risk oversight..

Applications were received for the vacant Appointed Board Member position (formerly held by Lauren Barnes). The Appointment Panel will review applicants over the coming weeks to ensure alignment of skills and governance needs.

4. Strategic & Operational Updates

The implementation phase of Archery NZ's strategic plan will commence, aligning committee work with organisational objectives and measurable outcomes.

The Board Development Plan was encouraged, introducing staged governance capability building, skills assessment, gap analysis, and a governance calendar consistent with Sport NZ guidance.

The Board agreed not to pursue hosting rights for the 2028 or 2030 World Archery Oceania Championships, offering support to other bidding nations instead.

The Strategic Pathway for Compound Archers will be developed to strengthen long-term athlete performance through defined benchmarks, coaching access, and international alignment.

5. Financial Overview

The Board reviewed financial performance to date, confirming expenditure within budget and alignment of grant funding with projected allocations. Committee reports were also reviewed.

6. Policy Decisions

Fraud Policy: Returned to the Organisational Management Committee for refinement.

Clubs Committee Terms of Reference: Approved with minor updates.

National Championship Refund Policy: Approved.

Competition and Shooting Rules: Amendments approved to improve event flexibility.

7. General Business

Key items included continued development of governance policies (risk register, whistleblower policy, annual declarations) and ongoing club support initiatives.

8. Next Meeting

The next meeting will be held at the 2025 AGM on 16 September 2025.

9. Meeting Closed

The meeting closed at 9:45 pm.