



Board Meeting

11 November 2025 Meeting

Agenda

Location: Via Zoom

Chair: Frasier Cho

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

Apologies: Carole Hicks, Peter Russell, Dave Henshaw (Life Members)

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 were received and noted.

Minutes from the 14 October 2025 Board meeting were confirmed.

2. Conflicts of Interest

No new conflicts of interest were declared.

3. Key Governance Matters

Constitution Process:

The Board reviewed member correspondence and reaffirmed a principles-based Constitution, with operational detail to sit in policy and administration rules.

Key decisions included removal of the "mainly amateur" wording, clarification of alignment with Sport NZ governance guidance, and maintaining flexible club definitions supported by minimum operational standards.

Preparations for the upcoming Constitution Forum were confirmed, including circulation of agenda and briefing materials.

Fundraising Oversight:

Concerns regarding unauthorised fundraising activity were discussed.



The Board confirmed that all fundraising activities must be notified to the Board or a delegated committee prior to launch.

FARC will develop formal fundraising guidance and a risk-screening process.

4. Strategic & Operational Updates

Appointed Board Member Process:

The Appointment Panel reported a strong pool of applicants. Shortlisting and interviews will proceed, with emphasis on governance capability and strategic experience.

Strategy Implementation:

The Board noted that the 2025 strategic goals have been finalised, published, and circulated to committees.

Focus is now shifting to implementation, monitoring, and stronger Board–committee engagement.

Committee chairs will be invited to participate in the March 2026 in-person Board meeting to strengthen strategic alignment and accountability.

5. Financial Overview

The Board ratified the Olympic Solidarity funding application approved by flying minute.

Financial reporting formats were discussed, with a request for clearer separation of event and organisational financials in future reports.

6. Policy Decisions

Archery OSA Service Agreement:

The Board approved the Archery OSA service agreement.

The Chair will execute the agreement, with implementation oversight to be monitored.

7. General Business

Outdoor Nationals 2027–2028:

Expressions of Interest will be issued to clubs to support early planning and broaden hosting opportunities.

Event Infrastructure:

The Board discussed lighting requirements for Indoor Nationals, noting that current systems remain adequate while formal quotes for LED upgrades are being obtained.



Archery NZ

Operational Matters:

Trophy presentation logistics for upcoming Nationals were delegated to administration.

Updates were noted regarding coaching platform uptake and event workload monitoring for upcoming international events.

8. Next Meeting

The date for the next Board meeting is to be confirmed.

9. Meeting Closed

The meeting closed at 9:10 pm.