

Minutes of the Board meeting of Inline Hockey New Zealand (IHNZ) held on 16 December 2017, 10:30am at Auckland

Present: Ivan Wood (Chair), Mark Sutton, Pete Shields, Alison Storey (Independent)

Apologies: Sue Kennedy, Simon Lovell, Henry Hillind (Independent)

1. WELCOME

1.1 The Chairperson welcomed board members and set the agenda for the meeting.

2. INTERESTS REGISTER AND CONFLICTS OF INTEREST

2.1 No conflicts were declared.

3. BOARD MINUTES

3.1 The Board resolved:

Resolution: That the Board accept the minutes of the Board meeting held on 18 November 2017 as a true and accurate record of that meeting.

4. ACTION POINTS FROM PREVIOUS MEETING

4.1 The Board discussed the action points from the previous meeting held on 18 November 2017. The Board's comments on the progress of each action point are detailed in the Schedule to these minutes.

5. ASSOCIATION STRUCTURE REVIEW

5.1 The Board discussed the conclusion of the three consultation sessions regarding the vision of what the Association would like to achieve for its members and how it needs to structure itself operationally to do this. The top three priorities identified during consultation were:

- (a) effective communication;
- (b) increasing available resources, coaches and officials; and
- (c) helping clubs to grow player numbers and work collaboratively to enhance the sporting experience.

5.2 The Board considered a number structures that would facilitate achieving the above priorities. The Board resolved:

Resolution: That for the 2018 year, IHNZ will engage a part time fixed term contractor to carry out necessary administration including facilitating the implementation of board decisions, manage competitions and manage communication channels.

(a) **Action points:**

- (i) Alison to talk to Sport NZ regarding advertising for a part time, fixed term contractor to provide administration services.
- (ii) Henry to provide a draft contract for the required services.
- (iii) Sue to draft a thank you to the community and notification of the Board's decision, to be circulated by the chairperson through relevant communication channels.

6. HONORARIUM

6.1 The Board considered the extent to which an Honorarium should be paid to the retiring General Manager in recognition of her volunteer services in the period for September to her resignation on 23 October. The Board resolved:

Resolution: That the Board pay an honorarium to Krys Beardman of \$2222.

7. RESPONSE TO LETTER

- 7.1 The Board received a letter from Krys Beardman dated 20 November 2017 regarding the administrative review. The Board noted that it will respond to this letter in due course.

8. FINANCES FOR 2018

- 8.1 The Board resolved:

Resolution: That Mark Sutton be added as an account administrator for the online banking approvals, that Krys Beardman be removed as an administrator and that the NSO credit card shall be cancelled.

Resolution: That certain identified excess savings be moved to a term deposit to receive a better interest rate.

(a) **Action points:**

- (i) Mark and Henry to work on implementing these resolutions.

9. CONSTITUTION AND CHARITIES REGISTER

- 9.1 The Board noted Henry's comment that the Charities Register should be updated with the 2016 Constitution amendments.

(a) **Action points:**

- (i) Sue to locate meeting minutes to supply when updating the Charities Register.

10. FIRS RULES

- 10.1 Although Board would like to bring FIRS rules in by 2018, feedback from consultations would suggest costs of updating goals is a concern from clubs (although IHNZ believes they will be able to help with this) and clarity around what the change of rules will mean is an issue. The Board agreed that more time needs to be spent on qualitative consultation and the Board should look to bring a mandate to the AGM on behalf of the clubs.

(a) **Action points:**

- (i) Survey out to clubs to gather qualitative data – look to do this in the new year.

11. COACHES AND SELECTORS

- 11.1 Applications have been received and briefly discussed. Spreadsheet of applications will be distributed to the Board.

(a) **Action points:**

- (i) Ivan to send our reminder of closing date of Thursday 21 December 2017, decisions to be made by 8 January 2018.

12. OVERSEAS COMPETITION CONFIRMATIONS

- 12.1 The Board noted that a FIRS age grade has been changed back from under 18 to 18 and under.

(a) **Action points:**

- (i) Ivan to communicate this change and how it will affect team selections.

13. REORGANISATION OF WEBSITE AND DOCUMENTS

- 13.1 The Board noted that it would like to reorganise the website and the list of IHNZ public documents. Deferred to be discussed at the next meeting.

14. CORPORATE MEMORY

14.1 The Board resolved:

Resolution: That the Board implement neutral email addresses for each Board member under the IHNZ Gmail account to preserve transparency, succession and corporate memory.

(a) **Action points:**

(i) Ivan to establish neutral email addresses for each Board member.

15. GENERAL BUSINESS

15.1 **Next meeting:** The next meeting of the Board of IHNZ will be held on 25 February 2018, 10:30am in Auckland. Venue to be determined.

15.2 The Board noted that it is committed to sourcing cost efficient venues for Board meetings in order to save on expenses. This has been achieved so far through individual networks.

These minutes have been accepted as a true and accurate record by the Board of IHNZ.

Signed: _____
Chairperson

Date: _____

