MINTES

BOARD MEETING OF NEW ZEALAND FEDERATION OF ROLLERSPORTS (INC) HELD IN Takahe Apartment Pulman Lodge, Takanini, Auckland

Saturday 17th August (9am – 6pm) – Sunday 18th August 2019 (9am – 2.30pm)

	Welcor	me	ACTION BY
	Roger E	Boulcott, Mark Swindells, Yvonne Lambert-Smith, Ann Deihl, Leanne Raffles, Michelle Wood	
	Apolog	ies: Robert Stack	
2.	Confirm	nation of Minutes (25 th /26 th May 2019)	
	THAT the correct		
	Moved	: Mark Swindells Seconded: Michelle Wood	
	Corres	pondence received 21 st May 2019 – 13 th August 2019	
	Moved	: Michelle Wood Seconded: Mark Swindells	
3.	Busine	ss Arising From Minutes	
		NCEA More work required to assess the opportunities for our International Skaters to receive NCEA credits	Michelle
		Handbook Team Managers Handbook still to be constructed	Leanne
		UHRSC Open Day Board sees no problem with the clash of UHRSC Open Day and KS Day. UHRSC to be advised of the clash and leave the decision to them.	Leanne
		Sport NZ Age Groups	Leanne
4	Admini	Follow up with the Sport NZ requirement to provide skater numbers by age group. Due 19 August.	
	4.1	Presidents Report	
		World Roller Games Highlights: Silver medal by Alexandra Madsen in Senior Ladies Scootering; Peter Michael's performances in the longer races Visiting all the sports and watching NZ teams/individuals competing. I got to watch all NZer's in action Early in the competition I spent a lot of time with Artistic, Downhill, catching up with Speed in the evenings. Two trips to inline hockey and two trips out to Terrassa where Rink Hockey was based. World Skate Congress: I attended this meeting. This year was disappointing in that there was too much 'nice to know' stuff at the beginning and the main focus of the meeting, the Statues were held very late in the meeting. I left half way through as I needed to be with our skaters. All proposals were accepted and the Statutes confirmed. The main points of discussion were membership of WS by multi federations.	

	Chef de Mission Future of Role: The role is vital in assisting teams with the liaison between World Skate and Local Organising Committee. Chef de Mission needs to be on the ground earlier rather than later Chef de Mission has no authority over teams – this continues to remain with Team Managers. Chef de Mission should: Establish a communications medium with all teams [wats app or messenger] prior to departure Join the LOC communications medium [whatsapp etc] Establish relationships with LOC key people [accreditation etc] Carry a NZ Flag and national anthem [on a usb stick] at all times Advise the NZ Embassy of their presence in the country [both before and on arrival] Be located centrally [may be a bit difficult in BA and there are events in three towns] Have a list of all teams and their events before departure	
4.2	Next Meeting	
	22 Sept – Wellington – Following the AGM	
	8-10 Nov – Pulman Lodge Secretary to beak flights for Nevember meeting	Leanne
	Secretary to book flights for November meeting	
	Ann to do an assessment on the costings for both board venues for us to make comparisons again.	Ann
4.3	Website / Email update	
	The find a club page finalised with sheets as they are currently – Clubs should check if there are any changes required to their sheets. Especially following their AGM's.	
	To update the content on the Speed page	Mark
	Speed & Art to provide photos for updating on the banner	Yvonne / Mark
4.4	Policy Project / Management of NZ Championships	
	To check with Australia on their inclusive policies	Roger
	Polies 1.10A, 1.10B & 1.16 ratified	
	Moved : Michelle Wood Seconded: Yvonne Lambert-Smith CARRIED	
	Further work to be done on policies prior to the AGM.	
4.5	Strategic Plan	
	Awaiting the SportNZ strategic direction so we can do further work on this.	
4.6	Inclusive skating	
	To be done in conjunction with the policies	
4.7	International team withdrawal process	
	Discussion on the process & amended letters to reflect the same information.	
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	4.8	2019 AGM	
		 Remits South Canterbury Secretary to advise South Canterbury it is not a remit. 	Leanne to send out documents to
		Board Member Nominations Nominations received for Bill Begg & Belinda Hope	clubs
		 Honorarium The Board recommend no change to the current honoraria NZFRS Fees 	
		The Board recommend no change to the current fees • General Business	
		Hamilton − Class 1 membership • Board Presentations ○ 50 years	
		Secretary follow up with Vilma & Graeme and send a reminder to clubs. Michelle to source cake. Sporty Feedback on whether membership cards are still required	Leanne / Michelle Leanne
	4.9	Future planning without Michelle on Board	
		 Future board members to use Adobe Acrobat DC to counter sign contracts. Surveys – Michelle has offered to continue to administer our surveys & reporting 	
	4.10	Database Update	
		Leanne updated the board on the status of the first year of implementation, some of the issues, current progress & the developments Sporty will be bringing in by the end of the year. One of the issues is around the ability for SkateNZ to fix any incorrect entries. Look to discuss with clubs at the AGM & suggest authority for Global access.	Leanne to prepare report for the AGM Leanne
		Secretary to send a message to clubs re new members process. Check on Classes for cards Secretary to send a Volunteer list & Coaches & Officials lists to the sports committees	Leanne Leanne
5	Financ	re	
	5.1	Monthly Finance Reports	
		THAT the revised May / June 2019 Financials and the July Receipts & Payments were presented and accepted	
		Moved: Mark Swindells Seconded: Michelle Wood CARRIED	
		THAT we approve the payments made for May / June / July 2019 expenses	
		Moved: Michelle Wood Seconded: Yvonne Lambert-Smith CARRIED	
		THAT the 2012 Artistic World Accounts were presented & accepted	
		Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED	
	5.2	Grant Funding	
		NZCT – Applied for \$16,696.60 - Received \$4,000.00 for Stadium Hire. It is encouraging that NZCT has made a contribution to our sport.	
		Lion Foundation Application for Rollart camera & laptop equipment – declined.	

5.3	Funding Managers Report Report received from Barbara and discussed.	
	Report received from Barbara and discussed.	
	Secretary to write to Barbara Colville acknowledging and thanking her for the work she has done.	Leanne
5.4	Refunds	
	Art Nationals - Madison Collis (AW), Alessandra Mutton (AW), Layla-Brooke Boyd (Ham)	
	Moved: Mark Swindells Seconded: Michelle Wood CARRIED	
	Secretary to ask clubs for bank account details. Treasurer to make payments	Leanne / Ann
5.5	Internet Payments	
	THAT a \$1000 advanced payment be made to Roger Boulcott for World Roller Games Timing Chip Tags & other expenses and Honoraria are authorised on internet banking by Ann Deihl & Roger Boulcott	
	Moved: Michelle Wood Seconded: Mark Swindells CARRIED 26/6/19	
Health	& Safety	ACTION BY
6.1	Health and Safety Event Plans	
	Road / FT Nationals 2020	
	BT Nationals 2020	
	Both plans are under action. Leanne to send them to SSC for finalisation.	Leanne
Affiliate	es / Sport	
7.1	Inline Hockey NZ	
	Ann to resend the invoice for Affiliation Fees.	
	Governance: Following the AGM there have been changes in IHNZ Board. Cameron McIver is Chairman with Alethea Stove, Tara Fox, Gary Toa, Michelle Wood, Arden Phillips, Felicity Sime (Independent), Jendi Paterson (Independent) are the other board members. Sheree Anderson is still the administrator.	
	Michelle Wood has advised that she has been appointed to the board of IHNZ. The board noted this appointed and that Michelle is standing down from our board in September. Any conflict of interest will be declared & managed.	
	3 teams went to WRG2019 in Barcelona. Nationals are being held in October in Levin.	
7.2	Rink Hockey NZ	
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	Health 6.1 Affiliate 7.1	Secretary to ask clubs for bank account details. Treasurer to make payments Internet Payments THAT a \$1000 advanced payment be made to Roger Boulcott for World Roller Games Timing Chip Tags & other expenses and Honoraria are authorised on internet banking by Ann Deihl & Roger Boulcott Moved: Michelle Wood Seconded: Mark Swindells CARRIED 26/6/19 Health & Safety 6.1 Health and Safety Event Plans Road / FT Nationals 2020 Both plans are under action. Leanne to send them to SSC for finalisation. Affiliates / Sport Inline Hockey NZ Ann to resend the invoice for Affiliation Fees. Governance: Following the AGM there have been changes in IHNZ Board. Cameron McIver is Chairman with Alethea Stove, Tara Fox, Gary Toa, Michelle Wood, Arden Phillips, Felicity Sime (Independent), Jendi Paterson (Independent) are the other board members. Sheree Anderson is still the administrator. Michelle Wood has advised that she has been appointed to the board of IHNZ. The board noted this appointed and that Michelle is standing down from our board in September. Any conflict of interest will be declared & managed. 3 teams went to WRG2019 in Barcelona. Nationals are being held in October in Levin.

	7.3	Skateboarding NZ	
		A scheduled meeting with Skateboarding NZ did not occur. A skype meeting will be held within the next 2 weeks to discuss the following issues.	
		 NZOC Long list – implications on the top of the page; how can we assist with these MoU and Affiliation fees Entries for competitions and payments of entry fees NZOC Nomination Criteria Olympic Solidarity fund Governance partnership between NZFRS and SBNZ 	
		Roger to organise a date for the Skype meeting	Roger
	7.4	Roller Derby	
		Still no progression from Roller Derby contacts on the creation of a national body for affiliation.	
		Top 10 Finals weekend 19/20 October in Palmerston North.	
		Contact Michele to discuss strategies for the progression & can we do this at the Top 10 weekend.	Roger
	7.5	Scootering & Downhill	
		We see that there are possibilities for expanding on the relationships for these sports.	
		Leanne to follow up with Lance & Elissah re Downhill.	Leanne
		Scootering Roger to follow up with Ashley.	Roger
		A board member to attend the NZ Nationals Scootering Champs in Chch. Ask for dates. Ask about relationships & structures in NZ.	Roger
	7.6	Inline Freestyle	
		Update from Robert at the next meeting	Robert
8	NZOC		
	8.1	An Olympic Solidarity Application was submitted for Skateboarding only.	
		The Long list for Skateboarding for Tokyo 2020 was submitted.	
9	SportN	Z	
	9.1	Sports Business Plans	
		Leanne still in the process of building the new reporting templates.	Leanne / Michelle
	9.2	Sports Reporting & Funding Allocations to date	
		All payments are up to date following the 2019 reporting. Discussion & assessment of the 2019/2020 amounts.	
	9.3	SportNZ Board Gender Diversity Target	
		Advised currently 57% our Board is female. This is above the targeted rate.	

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	9.4	Voices of Participants	
		Discussed the responses of the 2018 exit survey	Lanna
		An exit survey for the 2019 non-returning members is to be done by the end of September Artistic Nationals feedback from the suggestions box discussed	Leanne
		Suggestions box to be prepared for 2020 Speed Nationals	Leanne
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	9.5	SportNZ Introduction to Evaluation Workshop	
		Discussion on availability for the livestream. Robert to be approached.	Leanne
10	World	Skate	
	10.1	World Roller Games.	
		See the Presidents report.	
11	Anti-D	oping	
	11.1	Liaison Report	
		No report received for this meeting	
	11.2	Schedule & completion	
		Further work done on the schedule. Mark to do the DFSNZ Level 2 to assess the appropriateness for officials.	Mark
12	Artistic		
	12.1	2019 NZ Artistic Championships, New Plymouth, 15 th – 20 th July 2019	
		Pretty smooth competition with the first National Championships under Rollart judging system. Only a couple of issues with the music. Australia judges training table worked well.	
		Survey report to be closed off & report compiled	Michelle
	12.2	Oceania Heads of Agreement	
		Work has started on the 2020 HOA. Will need to wait for World Skate before it can be completed. Meeting at Oceanias to discuss.	Yvonne
	12.3	RollArt update	
		3 rd phase of implementation – The accreditation framework. 3 judging streams to consider. Training is underway for our National judges.	
	12.4	2019 World Artistic Team	
		Reports & discussions still to come.	
	12.5	2019 Oceania Team	
		The team has been ratified. Michelle has been counter signing contracts to be returned to skaters. Accommodation & uniforms are arranged. Team squad on 24/25 August. Only a couple of withdrawals.	Leanne

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	12.6	Trophy Policy	
		THAT the amended trophy policy with the introduction of a new trophy for Sportsmanship be ratified	
		Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED 14/6/19	
		Secretary to advise Artistic Secretary	Leanne
	12.7	2020 NZ Artistic Championships, Whanganui, 13 th – 18 th July	
		■ Event Manager : Michelle O'Doherty	
		Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED	
	12.8	2020 Artistic Oceanias	
		EOI has gone out to clubs and close 30 th August.	
13	Speed		
	13.1	2020 NZ Speed Championships; Timaru - 31st December – 5th January 2020	
		Closing function to be finalized. Checking for Levels race day for Road so sound system can be used. Quotes to be sourced.	Mark
		Entry forms to go out. Close of entry date 20 th October.	Leanne/Mark
	13.2	2020 NZ Roller Sports Banked Track Championships; Hamilton – 8 th - 9 th February 2020	
		Entry forms to go out. Close of entry date 5 th January.	Leanne/Mark
	13.3	2019 Oceania Championships	
		Team Managers & Coaches report received	
		Secretary to write letter of thanks. Team Management grants to be paid out.	Leanne / Ann
		Moved: Michelle Wood Seconded: Mark Swindells CARRIED	
	13.4	2019 World Speed Team	
		Team Manager & Junior Coach reports received.	
		Secretary to write letter of thanks. Team Management grants to be paid out.	Leanne / Ann
		Moved: Michelle Wood Seconded: Yvonne Lambert-Smith CARRIED	
	13.5	2021 EOI Road, Flat Track, Banked Track & Marathon Championships	
		EOI has been sent out. Requested returned by 30 th Sept.	
	13.6	Speed Timing Chip System	
		Mark updated on the chip system following discussion with Paul at Worlds. More to come in due course.	
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14	Genera	al Business	
	14.1	Prime Ministers Scholarship Application – For Feb – Dec 2019 close 30 th November – Officials	
		Leanne to continue following up with HPSNZ	Leanne
	14.2	Kiwi Skate Day	
		To announce Kiwi Skate Day 7 th March 2020 and promotional material to follow.	Leanne
	14.3	Learn to Skate Promotion	
		Discussion around how we can help transit learn to skate skaters to club and national competition. One suggestion was to offer 1 year free membership to NZFRS for those transiting to national competition.	
15	Closur	e e	
	The m	eeting closed at 12.30. Roger thanked the Board for their input and commitment to our sport.	