

MINUTES
BOARD MEETING OF NEW ZEALAND FEDERATION OF ROLLERSPORTS (INC) HELD IN the Takahe Apartment
Pulman Lodge, Takanini, Auckland
Saturday 9th November (9am – 6pm) – Sunday 10th November 2019 (8.30am – 1.30pm)

	Welcome Roger Boulcott, Robert Stack, Mark Swindells, Yvonne Lambert-Smith, Ann Deihl, Leanne Raffles, Belinda Too		ACTION BY
	Apologies: NIL		
2.	Confirmation of Minutes (17th /18th August & 22nd September 2019) THAT the minutes and correspondence of the meeting 17th /18th August 2019 be confirmed as a true and correct record. Moved: Mark Swindells Seconded: Yvonne Lambert-Smith CARRIED THAT the minutes of the meeting 22nd September 2019 be confirmed as a true and correct record. Moved: Robert Stack Seconded: Yvonne Lambert-Smith CARRIED Correspondence received 13 th August 2019 – 5 th November 2019 Moved: Robert Stack Seconded: Mark Swindells CARRIED		
3.	Business Arising From Minutes		
	14.3	No progress on Learn to Skate Promotion	
4	Administration		
	4.1	Presidents Report Roger updated the board on his activities since the August Board Meeting.	
	4.2	Confirm 2020 Meetings March – 14/15 March - Auckland May – 23/24 May – Auckland August – 15/16 August – Auckland AGM – 17 October - Wellington November – 21/22 November - Auckland Secretary to check availability of venues & add to SkateNZ website under events	Leanne
	4.3	Website / Email update World skate page has been added, including links to the WS website and the WS Statutes, Bylaws and Code of Conduct.	
	4.4	Policy Project / Management of NZ Championships Discussion on vetting & fraud. Policy was updated to include Police Checks and Criminal Convictions checks. Board to finish Ministry of Justice checks. Secretary to send a notification to Clubs advising that they can apply to be a Police vetting agency to enable vetting for local coaches. THAT policies 1.10A, 1.10B, 1.19 & 4.17 be ratified. Moved: Mark Swindells Seconded: Yvonne Lambert-Smith CARRIED Secretary to update Policies on the website.	RS, RB, AD Leanne Leanne

[illegible]

	5.3	Grant Funding THAT an application be made to The Southern Trust for \$13,537.41 to provide the assistance for the New Zealand Speed Road & Flat Track Championships Moved: Robert Stack Seconded: Yvonne Lambert-Smith CARRIED 8/11/19	
	5.4	Funding Managers Report Barbara's report was received. Secretary to write a letter of thanks.	Leanne
	5.5	Refunds 2019 Artistic Championships - Marcelle Cox (Ham) Moved: Mark Swindells Seconded: Yvonne Lambert-Smith CARRIED Secretary to request bank account details for Hamilton. Ann to organize refund.	Leanne/Ann
6	Health & Safety		ACTION BY
	6.1	Health and Safety Event Plans <ul style="list-style-type: none"> • Road / FT Nationals 2020 • BT Nationals 2020 Both in draft. Mark working finalising these.	Mark
7	Affiliates / Sport		
	7.1	Inline Hockey NZ Roger attended their National Championships in Levin. In future we will advise IHNZ of our board meetings & ask for any communication to us.	Leanne
	7.2	Rink Hockey NZ Roger attended their National Championships in Wanganui. In future we will advise RHNZ of our board meetings & ask for any communication to us.	Leanne
	7.3	Skateboarding NZ Unfortunately, the last Skype meeting did not go ahead. Secretary to organise a reschedule of this meeting with Robert, Roger & SBNZ The Olympic Solidarity funding application for the 2019 funding round has been successful. SBNZ have been advised. Discussions to start on the running of the budgeted training camp. The funding payment from NZOC will be received March/April. Systems to be set up for payments & reporting accordingly.	Leanne Roger/Leanne
	7.4	Roller Derby Unfortunately, Roger was unable to attend the Roller Derby Top 10 Championship weekend. In future we will advise Michele of our board meetings & ask for any communication to us. Need to continue trying to integrate Roller Derby into SkateNZ.	Leanne

	7.5	Scootering Roger has been in contact with Ashley Harvey from ObliquePro & will follow up with Paul Hill who is the principal contact.	Roger
	7.6	Inline Freestyle Contact Skatescool to identify numbers for the summer camps. Use social media to ascertain the number of skaters currently participating in inline freestyle. Yvonne to follow up with the Hamilton skater. Robert to contact Bayside Blades for any other contacts.	Leanne Leanne/ Yvonne/ Robert
8	NZOC		
	8.1	Olympic Solidarity Reporting Invoices currently being paid out for the final training camp. Libby & Mark are completing the NZOC report & Ann is completing the finance report according to the NZOC requirements. See Skateboarding above for more on the 2019 Olympic Solidarity Funding.	Mark/Libby & Ann
9	SportNZ		
	9.1	Sports Business Plans To send a follow up to the sports with request to be returned by 30 th November. Advise sports that the reporting period ends 31 st March 2020. Ask all sports for an update on their activities prior to our March meeting.	Leanne Leanne
	9.2	Sports Reporting & Funding Allocations to date Waiting on reports for activities.	
	9.3	Voices of Participants <ul style="list-style-type: none"> Exit Survey 2019 Non-Returning Members Discussions on the responses. To further collate and summarise information received & report to the 2020 AGM <ul style="list-style-type: none"> Speed Nationals Suggestions Box Documentation given to Mark. Mark to organise a box to collect the answers. Leanne to organise for Banked Track Nationals and take.	Leanne Mark Leanne
	9.4	Sport Development Hui Being held at Bruce Pulman Park, Auckland on Friday 6 th December. Sports Committees to look into send someone. If unable to make it Roger will attend.	Yvonne/Mark
	9.5	SportNZ Investment Strategy 2020-2024 Roger & Robert met with Craig McFarlane on Friday 8 th November & updated the board on how this meeting went. More work on the Strategic Plan required and to be sent back to Craig by Monday. Some projects in place with schools. Robert to follow up with Belinda Hope (MtW), Trudy Pocock (Hamilton) & Cheryl Begg (Timaru). Secretary to provide contact details.	Mark/Yvonne Leanne/Roger Robert

10	World Skate		
	10.1	No discussion points for this meeting	
11	Anti-Doping		
	11.1	Liaison Report Ask Raewyn for further clarification on what is identified in the drugs tests. Invite Raewyn to the March meeting & ask her to bring a list of all people who have completed the WADA & DFSNZ education programmes. Email Hockey's and ask for Anti-Doping strategies, if they have a relationship with DFSNZ, who their liaison person is, and advise contact information for this person. Secretary to write a letter of thanks to Raewyn	Leanne Leanne Leanne Leanne
	11.2	Schedule Mark to complete DFSNZ Level 2 eLearning & report back in March for finalisation of the Schedule	Mark
	11.3	DFSNZ 2020 SADR Feedback closed on 29 th October. Waiting for the finalised 2020 List to be published.	
12	Artistic		
	12.1	2019 NZ Artistic Championships, New Plymouth, 15th – 20th July 2019 – Final Washup <ul style="list-style-type: none"> • Event Managers report received Secretary to write a letter of thanks to Michelle O'Doherty	Leanne
	12.2	RollArt update Yvonne presented a review on the RollArt Officials and Judges training seminar held on the 2rd / 3rd November. A few key players were attending the Hugo Seminar in Australia so could not attend. Presentation on the Official and Judges Accreditation Framework. Most Officials' accreditations have been transferred into the new framework. Following the decline of our funding application for the Camera & Laptop setup required for RollArt, Yvonne to discuss with the Rollart Steering Committee and advise.	Yvonne
	12.3	2019 World Artistic Team <ul style="list-style-type: none"> • Coaches & Managers report received Secretary to write letters of thanks to Michelle O'Doherty & Rachael Parkinson-Turner. THAT the team management grants be paid out. Moved: Yvonne Lambert-Smith Seconded: Robert Stack	Leanne Ann

	12.4	<p>2019 Oceania Championships</p> <ul style="list-style-type: none"> Coaches & Managers report received <p>Secretary to write a letter of thanks to Michelle O'Doherty & David Hood. Secretary to follow up with Michelle to work together to update the Team Managers handbook</p> <p>THAT the team management grants be paid out.</p> <p>Moved: Yvonne Lambert-Smith Seconded: Belinda Hope</p> <ul style="list-style-type: none"> Assistant Coach report to come 	<p>Leanne</p> <p>Ann</p>
	12.5	<p>2020 Requirements</p> <p>Have been released to clubs from receiving World Skate requirements & the Oceania HOA meeting.</p>	
	12.6	<p>2020 Oceania Heads of Agreement</p> <p>With Australia for signoff</p>	
	12.7	<p>2020 NZ Artistic Championships, Whanganui, 13th – 18th July</p> <p>No action points for this meeting. Hold over until next meeting for entry fees.</p>	
	12.8	<p>2020 Oceanias Revised EOIs</p> <p>Secretary to thank the submitting clubs.</p> <p>Advise the successful club, advise Skate Australia & release to our membership.</p>	<p>Leanne</p> <p>Leanne</p>
	12.9	<p>National Artistic Seminar - March 2020</p> <p>Yvonne presented the board with the upcoming official seminar. Save the date to be distributed.</p>	Yvonne
	12.10	<p>World Skate International Seminar - Portugal</p> <p>The Artistic Committee are discussing & assessing the requirements for this seminar</p>	Yvonne
13	Speed		
	13.1	<p>2020 NZ Speed Championships; Timaru - 31st December – 5th January 2020</p> <p>Mark updated the board on the progress on organization for the event. VIP invites to go out & sponsorship schedule to go to Timaru.</p> <p>Mark to follow up on first time medals and programme cover.</p> <p>Funding Application to be made to Southern Trust as per item 5.3.</p>	<p>Mark / Leanne</p> <p>Mark</p>
	13.2	<p>2020 NZ Roller Sports Banked Track Championships – 8th - 9th February 2020</p> <p>Mark to follow up with Kathy on progress. Quotes to be sourced for a funding application.</p>	Mark
	13.3	<p>2021 Nationals EOIs</p> <p>Speed Sports Committee have made their recommendations to the Board. Details to be released at the Closing Ceremony for the 2020 Road & Flat Track Championships.</p>	

	13.4	2020 Speed Oceanias Roger to update the Invitation. Then to be released to Skate Australia & Asia and uploaded to the website.	Roger / Leanne
	13.5	Youth Olympic Training Camp The final Training camp for this round of funding was held over Labour Weekend in Timaru. This was well received by the skaters & management. We did not submit an application for 2020 to allow for Skateboarding to submit for their Olympic campaign. Will be looking again when the next funding round opens – for 2021.	
14	General Business		
	14.1	Prime Ministers Scholarship Application Opportunities Discussion on the requirements for the Prime Ministers Scholarships after discussion with High Performance SportNZ. Secretary to send Prime ministers athletes' information to clubs. Create a log-in profile in the Scholarships Registration system & find further criteria/information that would be required for an Officials or Coaches submission. Send information on all Prime Ministers Scholarships to affiliates	Leanne Leanne Leanne
	14.2	MSSC Entry Criteria Policy Secretary to reply to MSSC.	Leanne
	14.3	SkateNZ Venue User References Discussion over the updating of user references of some of our National level venues. Source new references from Rotorua Events Centre (Ann), TSB Stadium New Plymouth (Yvonne), Southern Trusts Events Centre, Timaru (Leanne).	Ann / Yvonne / Leanne
15	Closure		
	The meeting closed at 1.30pm. Roger thanked the Board for their input and commitment to our sport.		