

19th June 2021

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## Annual General Meeting Minutes

19 June 2021

Time: 11.30pm - 3pm

Heartland Hotel, Auckland

**Present:**

Cameron McIver (IHNZ Chair)  
Michelle Wood (Treasurer)  
Tara Fox  
Gary Toa  
Todd Velvin  
Ivan Wood (Mt Wellington Panthers)  
Clyde Jackson  
Kath Eastwood (Vipers)  
Sue Gillespie (Northern Stingrays)  
Carl Cooper  
Krys Beardman (New Plymouth Ravens)  
Matt Lind  
Sandy Nimmo (Rimutaka Renegades)  
Shannon Martin (Mt Mustangs)  
Jef Hirst (Levin Thunder)  
Lewis Dawson (Nelson Whalers)  
Ra Greensill (Hamilton Devils)  
Rochelle Middleton (Central Regional Chair)  
Eraina Harbour (Central Region Secretary)  
Nathan Sergent (Wanganui Lightning)

Josh Hamilton  
 Jarred Scarlett (Capital Penguins)  
 Daniel Bott (Napier Sharks)  
 Robbie McIntyre (LNI Chair)  
 Sheree Anderson (Administration)  
 Cam Rock  
 William Isbister

**Apologies:**

Shane Clark (Christchurch Lions)  
 Viv Barakat (Waihi Miners)  
 Kyle Kalaniak (Orcas)  
 Alethea Stove (Nelson Whalers)

Agenda Item	Responsibility	Timeframe
<p>The Chair welcomed all to the 2021 AGM.</p> <p>All the delegates present were confirmed.</p> <p>The agenda was reviewed and confirmed.</p> <p><b>2020 Minutes:</b> Amendment to include Andrew Kibblewhite was present as the Referee Chair.</p> <p><b>Motion:</b> That the 2020 IHNZ Minutes be accepted as true and correct</p> <p><b>Moved</b> Cameron McIver  <b>Second</b> Krystyna Beardman  <b>Motion Passed</b></p>		

**Chairperson's Report:**

The Report was read by the Chair.

**Motion:**

That the Chairs report be accepted.

**Moved** Cameron McIver

**Second** Ra Greensill

**Motion Passed**

**Treasurer's Report:**

The report was reviewed by the Treasurer

**Motion:**

That the 2019 Annual Report be accepted.

**Moved** Michelle Wood

**Second** Ra Greensill

**Motion Passed**

**2020 Report:**

At present only a draft copy is available.

The Treasurer went through the Draft Statements of Financial Performance, Cashflow and Performance to date. Reasons for the posted loss include members fee dropped from \$40 per person to \$20, administration hours reduced, Oceania's costs, travel claim still open with the insurance firm)

An error was noted in the Assets and Liabilities regarding a term deposit incorrectly.

Change of Auditor and an extension has been granted by the Charities Commission for until 31 July 2021 for the posting of these.

<p>Krys Beardman asked regarding the airline credits from Oceanias and how these would be used?  The Administrator explained how the 3 airline credits were to be applied.</p> <p>The report will be ratified at next year's AGM.</p> <p>Revenue Analysis - discussion around the income we receive and the expenses incurred</p> <p>Look at funding growth activities going forward around funding applications, increase membership fees, and using cash reserves</p> <p>Discussion around the \$40 fee IHNZ charges and will this need to be raised going forward and what is needed to remain operational and long term sustainability.</p> <p>Cam Rock suggested we look to raise this in the coming years by \$5 each year over the next 3 years</p> <p><b>Motion:</b>  That the IHNZ players membership fee is increased by \$5 each year over the next 3 years.</p> <p><b>Moved</b> Michelle Wood  <b>Second</b> Ra Greensill  <b>Motion Passed</b></p> <p>1 Club to Abstain from the vote.</p> <p>Analysis to be done around the potential of a family membership to be put together and reported back to all</p> <p>Communication to all the clubs and members in regards to this fee.</p>	<p>MW to draft</p> <p>SA to draft</p>	
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**Referee Report:**

The Referee report was read by the Ref Chair.

The areas to focus on moving forward are:

- Referee Training Programme being a 2 year cycle
- Revamp of the National Referee Panel
- Scheduling of regional games to be handed to a regional rep via the Horizon Web Ref system
- Respect the Stripes campaign phase 2 online clinic to happen prior to Nationals
- Welcome to Refereeing Package
- Tighten up Disciplinary processes and any confusion around these
- Online modules/Face to Face hybrid course going forward ( Day One to be online and at own pace to work through the modules)
- Fast track senior players who are experienced players and we could acknowledge prior learning and experience of these people, we need only 1 or 2 seniors from each club to do this and this would bolster our senior referee capability

Carl Cooper suggested that the Ref Panel could make a 1 page instruction sheet around the Disciplinary processes and requirement to be followed sent to all clubs and referees

Nathan Sergent asked about the accuracy of reporting statistics - from both the referee and the scorebench, whilst these should be easier now only 1 assist is to be recorded, the changing in of goalies, penalties, disciplinary issues, etc is often not reported correctly which makes the statisticians role difficult.

Consistent guidance needs to be provided and scorebench training needs to be prioritised.

An online module is being developed around the scorebench role and responsibilities going forward.

The online scorebench session currently used will be reviewed and sent out to all

AK to draft and send to all

Cam Rock and AK

<p>The scorebench manual is currently being quoted on and the manual will have 2 copies only rather than 3. Clubs need to scan regional league game sheets and keep a copy online.</p> <p>Matt Lind asked if the scorebench are able to be reimbursed for the role they play to help increase the professionalism?</p> <p>Discussion around the feasibility of this</p> <p>Ra Greensill and Nathan Sargent both asked if possible to have an electronic scoresheet sent to all clubs rather than the use of the scorebook .</p> <p><b>Governance Report:</b> Had planned on a representative present to discuss good governance and unfortunately couldn't make the meeting last minute so will discuss as part of the Sport NZ report and ensure it works for IHNZ and its clubs.</p> <p><b>Sport NZ - Balance is Better:</b> How do we ensure players want to compete and play hard but still retain and engage players as the long term health of the sport is paramount? How to ensure we still grow and retain members but ensure going forward we abide by Sport NZ principles?</p> <p>10/12/14/JW Structure going forward? Discussion around how we as an organisation need to look at the sport slightly different</p> <ul style="list-style-type: none"> <li>- do large rinks like Levin - have 2 junior games at once?</li> <li>- where 2 rinks are available such as New Plymouth - 10/12s on small rink, older grades on large rink?</li> <li>- Reduction of game time for some grades</li> </ul>	<p>SA to send out the Scoresheet Generator to all clubs</p>	
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Further work and discussion needs to be held around this as IHNZ need all clubs on the same page and to move forward to ensure we retain our membership and engagement.

Imperative that we accommodate both elite players and those who want to play a more social tournament

**Remit Received:**

A remit from New Plymouth Ravens

Krys explained the background to this stems from around 2016 a move was made away from the Operations committee and more towards a Appointments committee. The purpose of the remit is to ensure clubs have a greater say in the make up of the board.

At present there is concern around whether the Appointments panel works as it is currently worded.

Ivan Wood mentioned the Panthers would like to see a couple of independents to the board to give us some experience and knowledge

The Board acknowledges the Constitution at present isnt fit for purpose hence the work done to date over the past 18 months in regards to amendments to this document.

At present the draft constitution had been sent out to all clubs and regions for feedback, it is currently being reviewed externally with feedback coming back to the Board for updating and redistribution to the clubs. At this stage clubs are welcome to submit their feedback. It is envisaged this may happen twice more to capture all feedback.

Todd Velvin talked about the best governance process and model sporting organisations are following and how IHNZ was applying this to their document.

This included that people need to be appointed for the skill set they bring to the board,

as diversity and skill is needed to move the sport forward. The appointment panel is to nominate selected appointees to the membership who then vote on these recommendations.

Those interested would submit a CV, be part of an interview process, then a recommendation from the Appointments panel, to the membership would take place.

This makeup of the Board could include regional chairs.

The use of independents is to bring experience to the Board. Independents need to be ratified by the membership.

The Chairs role is to have a casting vote only, as they are in a facilitation role.

Cameron McIver talked about the context around the 2013 IHNZ report and the recommendations put forth from this that included elections based around appointments for skills and knowledge, not a popularity contest.

This report highlighted the gaps and a better way to move forward to run the sport more effectively. An external appointments system has worked but must be accountable to all.

He further acknowledged the need to change and tighten up the constitution and the need to reflect the hockey community to make it an important document that is consistent and moves in the right direction.

A capability and skills based approach leads to better decision making from the top down and shows accountability to the sport and its members.

It was further clarified that the number of changes to the board membership was not due to the appointments process as is suggested in the rationale for the remits.

Rather, a number of board members left voluntarily due to changes in personal circumstances, and/ or that they perhaps just weren't suited to the role.



With respect to the independents, some completed their terms, but the constitution required them to stand down and so they had to leave.

A couple had employment changes, and as for our last 2 independents, they resigned as a result of the actions of former board members who put IHNZ at an unacceptable level of risk where they felt there was a significant impact to their professional reputations and could no longer remain on the Board.

The way the constitution is currently written IHNZ haven't been able to replace the independents members easily.

Todd mentioned to maintain Sport NZ funding we must maintain a male/female 40/60 split. These numbers help IHNZ to maintain integrity.

The timeline going forward is to have the lawyer provide feedback, send this to clubs for feedback, amend and perhaps do this two or so more times to capture all relevant feedback.

Cam Rock asked for clarification around the process of removing a member?  
Any club can ask for an SGM to remove a member at any time.

Andrew Kibblewhite asked regarding associate members where do they stand?  
At present they don't get a vote as clubs have voting rights, not individual members.

Moving forward, we have a document coming back to us from the lawyer and IHNZ will forward this out to the clubs and hold a SGM at Nationals 2021 to vote on this.  
IHNZ asks for all to provide feedback to enable us to move forward.

A Google form will be sent to all clubs to collect the feedback after which a club presidents meeting will be held to review the feedback.

**Motion:**

To defer the remit until the SGM at Nationals with the option to re submit this at this

SA to draft

stage.

**Moved** Krystyna Beardman

**Second** Ivan Wood

**Motion Passed**

**2021 Achievements Include:**

- Documentation and Policy updates, constant revamping of the website, Tournament templates for running events, tender documentation, Concussion Protocols, Privacy Act and Governance Training, Sport NZ generic posters, culture survey and learnings,
- Terms of Reference written for the Sub committee groups and these to form the operational growth and development of the sport, (Integrity, Growth and Development, Coaching, Events, Regional, Financial Risk and Assurance ),
- Need people from the sport to be included in these committees
- Boards role is to ensure it fits with overall objectives and to budget for these
- Significant savings in procurement processes
- Christchurch rink/boards
- Coaching and Development programmes
- Players and Coaching Development

These will include:

- Learn to Play Programme - supply clubs with the means to run the program and resources to do this
- Coaches training development programme
- Lots of work still to be done in the skill development of the work, skill progression
- First step includes the Introduction to Coaching ( participant booklet) with Mark Drummond, Ian Wannamaker and Scott Collins to roll these out
- Next steps involve clubs being involved to roll these out
- Will look at coaches being qualified to coach at these levels
- Level 1 - Club
- Level 2 - Nationals/Regionals
- Level 3 - International
- Skill development will be rolled out with these modules

Clyde Jackson asked around sign off and assessment for this and will take time to implement.

Tara Fox acknowledged this is still to be worked out going forward

- World Skate/PGK Coach Programme - Tara has been asked to join this group and IHNZ will look at this as an avenue for both coaches training and training sessions for players

Discussion around the coaches ensuring they have been police vetted prior to joining this type of programme?

Most clubs have discussed this and will be responsible for this at a club level.

- Revamp of Referee training plan and assessments
- Respect the Stripes campaign

**Also Working on:**

- Coaching and Development Plans and Camps
- Constitution
- Regionals Committee Documentation
- Integrated system for leagues, registrations, schedules, referees
- Articulate 360
- Engagement Strategy - reinstating the HockeyLine newsletter each quarter

**Learn to Play:**

- Generic video resource - for use on FB, website, clubs to send to schools etc
- Grant to go towards the gear to be distributed to all clubs
- Flexible, can be run at schools etc

**25th Anniversary**

- Poster out to all clubs with 25th logo to be used to help grow enthusiasm
- IHNZ Honours template

More information

<ul style="list-style-type: none"> <li>- Recommission of Trophies</li> <li>- Sky Sport Next</li> <li>- Exhibition Game NZ Maori vs NZ Allstars</li> <li>- Draft Draw/Blocking</li> </ul> <p>Regional and Club Feedback Slides were briefly reviewed</p> <p><b>IHNZ Thanks:</b></p> <ul style="list-style-type: none"> <li>- Willy Harvey</li> <li>- Shane Clark</li> <li>- Lance McCaughan Photography</li> </ul> <p><b>Oceania 2022:</b></p> <ul style="list-style-type: none"> <li>- CDM - Ivan Wood</li> <li>- More information to follow regarding timings, dates, venues</li> </ul> <p><b>Club Compliance:</b></p> <ul style="list-style-type: none"> <li>- Incorporated Society Act and the Privacy Act changes have been sent through to clubs including any compliance training available</li> </ul> <p>Date changes for 2022:</p> <ul style="list-style-type: none"> <li>- 31 March 2022 - Club Affiliation Fees and Regional League Event Notices to IHNZ</li> <li>- 30 April 2022 - IHNZ membership fees due</li> <li>- Player Transfer Process - every player to complete when moving from one club to another irrespective of time of season to ensure all fees etc have been signed off</li> </ul>	<p>to be sent out</p>	
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**Looking Forward:**

Nationals Venues:

2022 - Hamilton  
 2023 - Whanganui  
 2024 - New Plymouth  
 2025 - TBC

**InterRegional Venues:**

2022 - Whanganui  
 2023 - New Plymouth  
 2024 - Hamilton  
 2025 - TBC

**Nationals 2021 Blocking draft schedule:**

Reviewed as follows with feedback to be forwarded

Grade	First Day	Expected Start Time	Last Day	Expected End Time
10U	5-Oct	PM	8-Oct	PM
12U	2-Oct	AM	5-Oct	AM
14U	2-Oct	AM	5-Oct	AM
16U	5-Oct	PM	9-Oct	PM
18U	2-Oct	PM	4-Oct	PM
Snr	5-Oct	PM	9-Oct	PM
Prem	6-Oct	PM	9-Oct	PM
Masters	2-Oct	PM	4-Oct	PM
Jnr Wmn	2-Oct	PM	5-Oct	AM
Snr Wmn	7-Oct	PM	9-Oct	PM

Feedback to SA  
by 30 June

<p><b>General Business:</b>  Clyde Jackson asked if Panthers could be pencilled in for 2025 at the new South Skate venue, to be confirmed closer to the time.</p> <p>Lack of clarity around the event notice for Northern region and how this affects teams for Nationals 2021 - around competition manipulation and meeting 70% and use of the Dispensation process going forward</p> <p>There will be playing at one grade only for Nationals, eligibility etc will be part of the Dispensation process.</p> <p>The Dispensation panel will be formed by Todd Velvin with information to follow but all Dispensations are due by 31 July 2021.</p> <p>Robbie McIntyre asked about the feasibility of an 8U grade?  Cameron mentioned this would come down to numbers registered but would certainly include them if feasible</p> <p>AGM 2022 will be held in Wellington. Date and Venue to be confirmed.</p> <p><b>Meeting finished at 3.05 pm</b></p>	<p>SA/TV</p>	
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