

Board Meeting Minutes:

Monday 11 January 2021

Time: 7.00pm - 8.30pm

Present:

Cameron McIver (Chair) Michelle Wood (Treasurer) Gary Toa, Tara Fox
Sheree Anderson (Administration)

Agenda Item	Responsibility	Timeframe
<p>Minutes from 23 November 2020 That the minutes from 23 November 2020 are accepted as true and correct Move Gary Toa Second Tara Fox Motion Passed</p>		
<p>Finance</p> <ul style="list-style-type: none"> - Annual report has been started, 2020 numbers are logged, 2021 numbers to be added - Journal entry to be made regarding Oceanias credits - No change in the Nationals or IR's team entry fees for 2021 		
<p>Health and Safety</p> <ul style="list-style-type: none"> - An update will be sent out encouraging members to continue the use of Covid Tracers etc 		

<p>Insurance 2021</p> <ul style="list-style-type: none"> - Insurance discussions continue with Donaldson Brown, the current policies have been extended from 30 November 2020 to 31 January 2021. Still working through the policy review - Meeting to be held on Wednesday 13 January to review progress and discuss outstanding issues with Chubb and Rothburys 		
<p>Board Member Update</p> <ul style="list-style-type: none"> - Both applicants are subject to Police Checks and MOJ checks at present - Send Confidentiality and other documents etc through to be signed off - Induction to be held later in the week - Emails to be set up for access 	<p>SA has submitted</p> <p>CM to complete SA to complete</p>	
<p>Referee Courses</p> <ul style="list-style-type: none"> - Referee Planning day was held Sunday 10 January with Cam Rock, Andrew Kibblewhite and Michelle Wood on Sunday 10 January. - Referee Training plan, dates, costs, venues, course content, assessments for referees, enrollment process etc are finalised and have been distributed as necessary - Rule Book for 2020 to be used in 2021 - will be digitally updated, no reprint of the Rule Book is necessary, referees are encouraged to notate the changes in their own rule books - World Skate are looking to make changes effective 2022 which Andrew will keep abreast of with changes made in line with these - Web Horizon will continue to be used in 2021 - Referee Advert and google registration form has been sent to all clubs, Facebook and website 		

Events 2021

- Nationals 2021 Event Notice completed and sent
- InterRegionals 2021 Event Notice completed and sent
- **Dates:**
Nationals - 2- 9 October 2021
IR's - 10 - 12 July (may use 13th in consultation with IHNZ) July 2021, feedback received has been positive to date
Discussion around encouraging as many teams and attendees as possible
- Planning session to be held for alternate plans/contingency as necessary
- IHNZ Calendar completed and sent, Referee Courses and Regional Skills Sessions are added
- Sporty Rollover - (Player Registrations by **31 March 2021**)
- Clubs responsibility to send the fees through and ensure players are registered by MWI/Bauer Cup.
- Club Affiliation Form /Affiliation Invoices and Certificates 2021:
This is a google form 1 page application to be developed that includes payment dates of **31 March 2021**

Once the document has been received, an invoice will be sent for payment. On receipt of this clubs are officially affiliated and they will be issued a 2021 Affiliation Certificate.

These need to be paid in full prior to a club voting at the AGM

- Privacy Act 2020:
Information due to law changes and a summary of these and a video link have been sent to all clubs
- Oceans outstanding payments - those who haven't paid or entered into a payment arrangement will not have IHNZ membership approved so will be ineligible to play in sanctioned events

SA to send to clubs

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<p>Events 2022:</p> <ul style="list-style-type: none"> - A plan developed for 2022, timeline for teams, squads, international events, selection of coaches, selectors etc - Nationals and InterRegionals plans and venues confirmed with announcements made in July at IR's 	<p>Meeting to be arranged</p>	
<p>Coaching and Development</p> <ul style="list-style-type: none"> - Update on progress - Meeting to be held to review progress - Discussion around the books and assessments to be electronic not in paper form 	<p>TF to email possible dates for a meeting SA to set up</p>	
<p>Regional Committees</p> <ul style="list-style-type: none"> - Regional Committee Document - to be reviewed - Next meeting date to be Monday 15th Feb 7.30pm - Gary to confirm - Gary to discuss IR's attendance at the Regional meeting and for all regions to make a concerted effort to attend 	<p>SA to send a date to the Regional Chairs for next meeting</p>	
<p>Club President Meeting</p> <ul style="list-style-type: none"> - Documentation/Guideline/Procedures document to be drafted - Next meeting date to be Wednesday 3rd February, 7.30pm 	<p>SA to send out</p>	
<p>IHNZ Constitution</p> <ul style="list-style-type: none"> - Draft of the changes to be sent to clubs, a third and final draft to clubs - SGM to be set up in late March via conference call to be ratified - Appointment Panel to be finalised from this 	<p>CM to complete the draft for distribution</p>	
<p>25th Anniversary of IHNZ</p> <ul style="list-style-type: none"> - Life Memberships - currently IHNZ have 2 Life members, clubs need to forward names for consideration and at the AGM this needs to be finalised 		

<ul style="list-style-type: none"> - Appointments Process to be clarified in the new Constitution - Announcement to go out with the AGM notice 	<p>CM to review and advise SA to send out with AGM notice</p>	
<p>MYL System Demonstration</p> <ul style="list-style-type: none"> - To be discussed further with a full board 		
<p>Documentation Update</p> <ul style="list-style-type: none"> - To be discussed further with a full board 		
<p>Website</p> <ul style="list-style-type: none"> - Updated with 2021 Positions - Pre August 2019 information to be archived - New files to be added that are current 		
<p>Grants to be applied for</p> <ul style="list-style-type: none"> - Referee Packs - Coaching Packs - Review at the next meeting and assemble the grant ready for early February submission 		
<p>2020 Meeting Dates</p> <ul style="list-style-type: none"> - Next meeting - Online Planning session - Monday 25 January 7.30pm - AGM Date - to be further discussed at the next meeting 	<p>SA to sort dates and meeting requests</p>	
<p>General Business</p> <ul style="list-style-type: none"> - Wanganui Masters Tournament - Inline has been cancelled <p style="text-align: center;">Meeting finished at 9.45pm</p> <p style="text-align: center;">Next Meeting: Monday 25 January</p>		