

Board Meeting Minutes:

Tuesday, 14 January 2020

7.00pm - 9.00pm

Video Conference Call

Present:

Alethea Stove, Arden Phillips, Cameron Mclver, Gary Toa, Michelle Wood, Tara Fox, Sheree Anderson, (Administration)

Timing	Agenda Item	Timeframe	Responsibility
7.00pm - 8.30pm	<p>Minutes from 03 December: Move Cameron Second Michelle</p> <p>Minutes accepted, Motion Moved</p>		
	<p>Health and Safety Plan</p> <ul style="list-style-type: none"> - Oceanias - Training Camps - Nationals and Inter Regionals Template to be developed and distributed to the organising committee 	<p>February Meeting</p> <p>19/01/2019</p> <p>To be added to the February Agenda</p>	<p>Sheree/ Alethea to draft</p> <p>Alethea to draft</p> <p>Sheree to develop a template</p>

<p>Finance</p> <ul style="list-style-type: none"> - Brief discussion on the Current financial reports held in the meeting folder - Financial Year End Reporting - Auditors have been confirmed <p>Motion</p> <p>That the Board appoints Rob Henry to help with accounting assistance for the first annual return</p> <p>Move Michelle Second Alethea</p> <p>Motion Moved</p> <ul style="list-style-type: none"> - Budgets for 2020 - GST Return due end of Jan 2020 - Grants - have requested new logins so we can apply for funding 	<p>End of January</p>	<p>Michelle and Mark</p>
<p>Resignation Letter</p> <ul style="list-style-type: none"> - Both resignations have been accepted by the Board - Awaiting the 2019 Appointments Panels response for a way forward and still meets our legal and constitutional obligations - Cameron to contact Sport New Zealand for further guidance - Develop a process going forward to manage the change - Recruit new Independent members and announce prior to the AGM 	<p>16/01/2020</p> <p>15/02/20 AGM</p>	<p>Sheree to respond Cameron to contact Paul Cameron</p>
<p>Plan and Policy Development Updates</p> <ul style="list-style-type: none"> - The Disciplinary Policy is still with the lawyers due to the Christmas break but will aim to have the document out to all clubs by Bauer Cup 		

<p>Coaching Proposals</p> <ul style="list-style-type: none"> - AIHA and World Skate have been approached as to what programmes they have and what we could use - Have received information from AIHA regarding their Introduction to Coaching Program - Discussion with Clyde regarding the information received at the Rome Conference to help develop a framework that we can look to provide an accreditation to coaches 	<p>February Meeting</p>	<p>Tara and Gary</p>
<p>Oceania's</p> <ul style="list-style-type: none"> - The Heads of Agreement amendments made have been agreed by Duane Voss and is now headed up as the Memorandum of Understanding - The MOU is to be signed with no fees to be paid on the due date of 15 January until this has been done <p>Coaches Role</p> <ul style="list-style-type: none"> - Senior Women/Masters - Discussion was held around the removal of the last coach and appointment of a new coach - Noted that one Board member did not agree with the Boards decision - Reply to Dean Tonks Communication - The Board to issue a communique - An Expression of Interest will be asked for these 2 roles to close on 19/01/2020. <p>Chef De Mission Role</p> <ul style="list-style-type: none"> - Appointment Process - Applications received to date <p>2 Applications were received by the Board and discussed</p> <p>Vote taken of 3 -2 with 1 abstain</p> <p>Ivan Wood to be appointed as the Chef De Mission for the Oceania's 2020 Campaign</p>	<p>14/01/2020</p> <p>15/01/2020</p>	<p>Cameron</p> <p>Sheree</p> <p>Cameron to contact the unsuccessful applicant</p>

Managers Roles

- Appointment Process
- Applications received to date

All Applications were received by the Board and discussed with the following appointments:

- JW - Connie Hirst
- 14U - Sheree Anderson
- 16U - Rhiannon Anderson
- 23U - Craig Stove
- SW - Courtney Fox
- SM - Craig Stove/John Beardman
- Masters - John Beardman
- Veterans - Todd Velvin

Referees attending from NZ

- Cam Rock and Rob Henry

Note referees are not listed in our subsidy policy

Motion:

IHNZ board to cover the Referees airfares for Oceanias

Move Cameron

Second Michelle

Motion Passed**Police Vetting and Third Party Criminal Conviction Check Form:**

- Coaches/Managers/CDM
- *(Anyone who has been police vetted in the last 2 years does not need to be re vetted)*

Sheree to advise al applicants

Cameron to advise Duane Voss 2 referees will be travelling

Sheree to arrange all travel requirements

Sheree to issue documents and submit

IHNZ Participation/Players Agreement Sign Off:

Process:

- Team Copies sent to each manager

Coaches Job Description Sign Off:

- To be forwarded to Managers and Coaches

Update:

1. Accomodation Deposit paid
 2. Flight Deposit Paid
 3. Uniform Orders placed (Offrink and On rink)
 4. Deposits paid earlier (Kooga \$27,000 NZD, Labeda \$3500 USD, NZ Team Jerseys \$6875 to date)
 5. Term Deposit 10 February has been broken to cover this
 6. Flight payments due mid February
 7. Player Invoices:
 - budgets have been done per team,
 - invoice costs are done on an individual basis except tournament fees/official subsidy which are done per team
- (Exception being the back up goalies)

Motion

That the Oceanias budget was set at \$2800 per person +/- 10%

Move Michelle

Second Alethea

Motion Passed

Sheree

Sheree

Sheree

<p>Oceania's Spreadsheet:</p> <ol style="list-style-type: none"> 1. Assign players to flights 2. Assign players to rooms 3. Assign drivers to vans 4. Managers pack being developed <p>Oceania's Trials Feedback received and discussed</p> <p>Oceania's training camps dates to be distributed and sent out</p>		<p>Sheree to send each club and FB</p>
<p>Referee Chair</p> <ul style="list-style-type: none"> - Discussion regarding Referee costs from the Ref Chair - Referee Training Courses: <p><i>(I had pencilled in with Northern Region two courses for early and mid February. I would like to park these until later in the year and would like the Boards' support on this. The main reason is that I would like to focus on the development of our existing referees as we transition into both the new Rule Book and the new Scheduling Software/Systems)</i></p> <ul style="list-style-type: none"> - Any movement or update on the Reimbursement of Referee's for 2020? <p><i>Or can we look at making a call on leaving as is for the 2020 Season and look and making changes from the 2021 Season)</i></p>		<p>Michelle to provide feedback to Andrew</p>
<p>2020 Meeting Dates</p> <ul style="list-style-type: none"> - Face to Face - Conference Call 	<p>Feb meeting</p>	
<p>Masters and Vets 2020 World Championships</p> <ul style="list-style-type: none"> - Response from Ivan Wood emailed to all and require confirmation from the Board 		<p>Sheree to advise the clubs</p>

<p>Motion That no Veteran or Masters team plays the 2020 Worlds Moved Cameron Second Gary Motion Passed</p>		
<p>Solos Rink - Discussion</p>	Feb Meeting	- Email M Sutton 08/01/2019
<p>General Business: - Participation Certificates - discussion held around items that could be used and in conjunction with the 25th anniversary</p> <p>Meeting Closed at 10.30 pm</p>		