

Board Meeting Minutes:

Monday 02 August 2021

Time: 7.30 pm

Present:

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

Apologies

| Agenda Item | Responsibility | Timeframe |
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| <p>Minutes from 5 July 2021: That the minutes from 5 July 2021 are accepted as true and correct Move Noel Second Gary Motion Passed</p> | | |
| <p>Finance 2020 Audit update:</p> <ul style="list-style-type: none"> - ASB have been very slow to give access to auditor, documents have been refiled - Journals etc and updated financial report have been passed on - IR Referee payments all made - An extension with the Charities Commission has been applied for - GST for Jan - June 2021 period filed and paid | | |

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| <p>Health and Safety</p> <ul style="list-style-type: none"> - Changing the 2022 Sparty form for positions requiring policy and MOJ checks to confirm no current or recent convictions. | <p>SA discussing with Sparty</p> | |
| <p>Referee</p> <ul style="list-style-type: none"> - Nationals Sessions - Coaches/Managers to attend covering off the main issues and what they will be focussing on. Preferred timing is one hour prior to the grade starting at Nationals etc but to be confirmed by Cam and Andrew - Updating of Course modules - no second proposal/quote has been found in regards to the development of online modules - Board and engage Cam Rock to complete the work - Secure new quote from Articulate - Referee Jerseys - jersey order is being finalised - Suggestion of a subsidy on jerseys if a sponsor can be found and have naming rights - board would to approve the sponsorship proposal. This to be looked at further for the next order - Referee TOR updated and distributed to the Board for confirmation - Feedback on this by Wednesday August 4 to Sheree - Cameron brought the board up to speed from the Referee meeting held with with Andrew and Cam to ensure all on the same track going forward - Game Official Code of Conduct distributed for feedback - nothing received to date - Feedback also by Wednesday August 4 to Sheree | <p>AK/CR to provide timings</p> <p>SA to talk to CR</p> <p>Board to sign off</p> <p>Email 02/08/2021</p> <p>Reemailed 02/08/2021</p> | |
| <p>IHNZ Committees</p> <p>Current Priorities for the next 6 months:</p> <ul style="list-style-type: none"> ● New Constitution | | |

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| <ul style="list-style-type: none"> ● Coaching programs ● Referee Training ● Regional <p>Financial Risk and Assurance Committee</p> <ul style="list-style-type: none"> - latest template | <p>MW to update</p> | |
| <p>Events</p> <p>IR's update</p> <ul style="list-style-type: none"> - Feedback was extremely good, a successful event held with comments made on the good spirits all games where played in - NR retained the trophy - Update in the last newsletter <p>Nats 25th update</p> <ul style="list-style-type: none"> - Tournament Software being used to allow the draw/updates/timings etc all to be shown in the screens at the rink - Meeting held with Event Manager and all is underway and to plan - Exact Stop times have been added to the Event Notice and resent to clubs, on website etc - Wild card process - large number of clubs have emailed for a wild card entry in case they don't finish top 2 in their regional league - A draft draw is being developed - Draft referee schedule and budget to be developed from this - Clubs have expressed they would like no changes to junior grades for this year. A working group is to be developed to look at suggestions for 2022 - Cosgroves re trophies - no feedback so have chosen and a quote coming to go with resolution - Exhibition game - plan has been developed in conjunction with managers and coaches and is well underway. - Team selections will be finalised by tomorrow evening with the game being the showpiece on Friday evening to take this away from finals time but still be televised - Aftermatch function at the rink with players, family, local invitees etc | <p>SA/CR/AK SA has emailed clubs</p> | |

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| <ul style="list-style-type: none"> - Merchandise link - looking to finalize orders by 15 August to ensure they get here for Nationals - can re open the order for those who would like to purchase again after. Clubs have been asked to promote this and is on the IHNZ and Nationals 2021 FB pages - Honours Awards Google form - been distributed to clubs, due back late August - Dispensations Committee to meet this week to review the dispensations received to date - Disciplinary Committee 2021 to be formed. - Is a referee rep worth being on this for feedback purposes? Gary to discuss further with Cam Rock - Get each club to submit a person for this purpose and will cover both halves of the tournament - Funding application to NZCT for rink fees, referee costs, costs for trophies and marketing materials - Next planning meeting to be held this week - Broadcasting Update: Coverage for 3 games Saturday and the exhibition game on Friday night Scaffolding costs - Gary is looking at a quote according to needs Commentary - costs to be confirmed, have looked at a number of people and a potential podcast | <p>SA to send out</p> <p>GT</p> <p>SA to contact TV</p> | |
| <p>Club Presidents Meeting</p> <ul style="list-style-type: none"> - Was held 28 July, minutes are being signed off for distribution - Going forward each club will be asked to provide an update - Topics of discussion included promotion of 25th anniversary plans and Sky Sport links and Oceans 2022 - Discussion around the Junior Grades going forward and a working group being appointed | <p>SA emailed clubs for interested parties</p> | <p>6 August 2021</p> |

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| <p>To do:</p> <ol style="list-style-type: none"> 1. A group chair be appointed 2. A basic mandate be developed under the Development TOR 3. Any specifics credentials/experience/positions? <p>Michelle and Noel to help facilitate this group and set up a meeting time</p> <p>Todd to provide some Sport NZ contacts to discuss this with further</p> | | |
| <p>Regional Chair Meeting</p> <ul style="list-style-type: none"> - Date and format - need to work on the regionals policy, first round of feedback has been provided - Facebook pages to be aligned with the IHNZ page - Shared drives to be set up | <p>GT to advise SA of time and date</p> <p>CM/IW</p> | |
| <p>Policy Update</p> <ul style="list-style-type: none"> - Disciplinary Process - needs confirmation and sent to clubs so can be used for Nationals 25th | <p>SA to send to clubs, website</p> | |
| <p>Oceania Update</p> <ul style="list-style-type: none"> - Training/camp times have been set and split into male/female grades for camps - https://docs.google.com/spreadsheets/d/1EHgqZ5NF7bulz2lkKtfq_sN00ApUvDebJ2IsOrXPhy0/edit?usp=sharing - Coaches and Managers still to be appointed - Information to go to all players registered and clubs - Updated IHNZ Calendar with squad camps added - https://docs.google.com/spreadsheets/d/1DjzLqiSoo1IKjs0CWOOnUypz7jiH5RA9oVmOi4Zb84p0/edit?usp=sharing - Backup suggestion is July 2022 as an alternate date - Further discussion at a later date - Cameron to talk with ILHA further to confirm dates/venues etc | <p>SA to distribute</p> <p>SA/CM to finalise the letter going out</p> | |

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| <p>Coaching and Development</p> <ul style="list-style-type: none"> - Update - Next meeting and time frames - Email to be sent to clubs for timings/number/venues etc | <p>TF SA/TF</p> | |
| <p>Grants to be applied for</p> <ul style="list-style-type: none"> - LTP - still awaiting quotes - Nationals 25 - rink time - See resolution below <p>Motion That IHNZ apply to NZCT for the provision of Nationals costs, including rink hireage, referee costs, advertising and promotional materials and the commission of new trophies being the 25th anniversary to the total value of \$14,000.00.</p> <p>Move Michelle Second Gary Motion Carried</p> | <p>SA to complete this week</p> | |
| <p>IHNZ Constitution</p> <ul style="list-style-type: none"> - External Review still underway - should be completed by the weekend - Feedback and process to date - SGM at Nationals, date to be advised | | |
| <p>MYL System</p> <p>A plan developed around our processes and systems required with a view to use as a mock up for a tournament to test</p> | <p>NW to draft</p> | |
| <p>Correspondence Received</p> <ul style="list-style-type: none"> - Transfer Update | <p>NW to send his recommendations through</p> | |
| <p>Privacy Officer</p> <p>Position Description or a Code of Conduct for club distribution to be sourced</p> | <p>NW to draft</p> | |

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| <p>2021 Meeting Dates</p> <ul style="list-style-type: none"> - 30 August, 7.30pm - September TBC - October meeting at Nationals, Wednesday 6 October, book a meeting room at the Autolodge - SGM to include Financials and to pass a resolution in regards to continue with a transitional mandate - November Planning meeting dates: 6/7 Nov to be looked at | <p>SA to email all</p> <p>SA</p> | |
| <p>General Business</p> <p style="text-align: center;">Meeting finished at 9.50 pm Next Meeting 30 August 2021</p> | | |

RESOLUTION FOR FUNDING APPLICATION

It was resolved and approved on 2 August 2021 by the Inline Hockey New Zealand Board:

That the IHNZ Administrator on behalf of the IHNZ Board, makes an application to the NZCT for the provision of Nationals costs, including rink hireage, referee costs, advertising and promotional materials and the commission of new trophies being the 25th anniversary to the total value of \$14,000.00

Signed



Cameron McIver

Chair person