

**Board Meeting Minutes:**

**Tuesday 15 June 2021**

**Time: 7.00 pm**

**Present:**

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

**Apologies**

Gary Toa

Agenda Item	Responsibility	Timeframe
<p><b>Minutes from 31 May 2021:</b> That the minutes from 31 May 2021 are accepted as true and correct <b>Move</b> <b>Second</b> <b><i>Motion Passed</i></b></p>		
<p><b>Finance</b> Two Reference checks completed for the new Auditor position  <b>Motion</b> That the IHNZ Board appoint Charity Integrity Audit Ltd as the new auditor for FY 2020 <b>Move Michelle</b> <b>Second Todd</b> <b><i>Motion Passed</i></b></p>		

<p><b>Health and Safety</b></p> <ul style="list-style-type: none"> <li>- No report</li> </ul>		
<p><b>Referee</b></p> <ul style="list-style-type: none"> <li>- Online Sessions - Coaches to attend, Cam and Andrew advising of dates, plan is to host 3</li> <li>- Updating of Course modules - a second proposal to be sent to the Board for review in regards to the development of online modules</li> <li>- Referee Jerseys - procurement process to be undertaken for the jerseys</li> <li>- Suggestion of a subsidy on jerseys if a sponsor can be found and have naming rights</li> <li>- Referee Code of Conduct distributed for feedback</li> <li>- Referee TOR and Changes to Panel Proposal</li> </ul>	<p>AK/CR to provide dates</p> <p>SA to get a second quote</p> <p>SA to sort</p>	
<p><b>IHNZ committees</b></p> <p>Re-establishment of operational portfolios/ sub-committees to support achieving IHNZ objectives with all terms of references to be reviewed:</p> <p><b>Integrity - NW</b></p> <ul style="list-style-type: none"> <li>- Disciplinary/Code of Conduct</li> <li>- Disputes/ Complaints</li> <li>- Youth Protection</li> </ul> <p><b>Growth/Development - GT/CM/TF</b></p> <ul style="list-style-type: none"> <li>- Coach</li> <li>- Referee</li> <li>- Clubs / membership</li> <li>- Marketing / advertising/ promotion</li> </ul> <p><b>Events - TV</b></p> <ul style="list-style-type: none"> <li>- Nationals</li> <li>- IRs</li> <li>- International</li> <li>- Sanctioned events</li> </ul>	<p>To be completed by each Board member by 14 June 2021</p>	

<p style="text-align: center;">- Player Contracts</p> <p><b>Regional Committees - GT</b></p> <ul style="list-style-type: none"> <li>- Define role of regional committees</li> <li>- Regional Committee Guideline</li> </ul> <p><b>Financial Risk and Assurance Committee - MW</b></p> <p><b>Privacy Officer - NW -</b></p>		
<p><b>Events</b></p> <p>IR's update</p> <ul style="list-style-type: none"> <li>- Draw and Poster sent out</li> <li>- Request for fee change - Teams \$550 per team and JW are \$350</li> </ul> <p>Nats 25th update</p> <ul style="list-style-type: none"> <li>- Playing of 1 grade only</li> <li>- Broadcasting quote received 14/06/2021</li> <li>- Assigning the 2022 -2026 Nats and IR's,</li> <li>- Dispensations Committee 2021 to be formed</li> <li>- Disciplinary Committee 2021 to be formed</li> </ul>	<p>SA to confirm with clubs</p> <p>TV</p> <p>GT</p>	
<p><b>QBT Feedback</b></p> <ul style="list-style-type: none"> <li>- NP QBT feedback summary forwarded</li> <li>- Hamilton feedback summary forwarded</li> </ul>		
<p><b>Policy Update</b></p> <ul style="list-style-type: none"> <li>- Disciplinary Process - TBC</li> <li>- Reimbursement Policy</li> </ul>		

<p><b>AGM update and Presentation</b></p> <ul style="list-style-type: none"> <li>- Presentation is in the shared drive</li> <li>- Documentation submitted to the printer Wednesday</li> </ul>		
<p><b>Oceania Update</b></p> <ul style="list-style-type: none"> <li>- All information has been sent to the CDM</li> <li>- Training/camp times are being reviewed for available rink time and venues etc</li> <li>- Email from CDM re the way forward, selection process, appointment process etc</li> </ul>		
<p><b>Coaching and Development</b></p> <ul style="list-style-type: none"> <li>- Update</li> </ul>	TF	
<p><b>Regional Committees</b></p> <ul style="list-style-type: none"> <li>- Update</li> </ul>	GT	
<p><b>Club President Meeting</b></p> <ul style="list-style-type: none"> <li>- Update</li> </ul>		
<p><b>Grants to be applied for</b></p> <ul style="list-style-type: none"> <li>- LTP</li> <li>- Nationals 25</li> <li>- Still to be done</li> </ul>	SA	
<p><b>Documentation Update</b></p> <p><b>IHNZ Constitution</b></p> <ul style="list-style-type: none"> <li>- External Review still under way</li> <li>- Feedback and process to date</li> </ul>		
<p><b>Referee Extra Costs</b></p> <ul style="list-style-type: none"> <li>- An expense form has been developed for and added to the</li> </ul>		

Reimbursement Policy		
<b>MYL System Demonstration</b> A plan developed around our processes and systems required with a view to use as a mock up for a tournament to test To be further reviewed at next meeting	NW to draft	April
<b>NZSSC</b> - Trophy Damage	SA to follow up	
<b>Correspondence Received</b> - Nick Thom - transfer -		
<b>2021 Meeting Dates</b> - Saturday 19 June 9.30am prior to the AGM		
<b>General Business</b> - Scorebooks printed  Meeting finished at pm  <b>Next Meeting:</b>		