

Board Meeting Minutes:

Saturday 31 May 2021

Time: 7.00 pm

Present:

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

Apologies

Agenda Item	Responsibility	Timeframe
<p>Minutes from 29 March 2021: That the minutes from 29 March 2021 are accepted as true and correct</p> <p>Move Cameron Second Michelle Motion Passed</p>		
<p>Finance</p> <ul style="list-style-type: none"> - Resolution to be made to change auditor as per the Constitution: 	SA to reference check the suggested auditor	4 June 2021
<p>Health and Safety</p> <ul style="list-style-type: none"> - No report 		

<p>Correspondence Received</p> <ul style="list-style-type: none"> - Rule Changes - Cam Rock - to be delayed until the next meeting, Cam to draft up for the board to review and ratify 		
<p>Referee Courses</p> <ul style="list-style-type: none"> - "Respect the Stripes" campaign - some handed out, the rest at the AGM - Online Sessions - Coaches to attend, Cam and Andrew advising of dates, plan is to host 3 - Updating of Course modules - a second proposal to be sent to the Board for review in regards to the development of online modules 	<p>AK/CR to provide dates</p> <p>SA to get a second quote</p>	
<p>IHNZ committees</p> <p>Re-establishment of operational portfolios/ sub-committees to support achieving IHNZ objectives with all terms of references to be reviewed:</p> <p>Integrity - NW</p> <ul style="list-style-type: none"> - Disciplinary/Code of Conduct - Disputes/ Complaints - Youth Protection <p>Growth/Development - GT/CM/TF</p> <ul style="list-style-type: none"> - Coach - Referee - Clubs / membership - Marketing / advertising/ promotion <p>Events - TV</p> <ul style="list-style-type: none"> - Nationals - IRs - International - Sanctioned events - Player Contracts <p>Regional Committees - GT</p> <ul style="list-style-type: none"> - Define role of regional committees 	<p>To be completed by each Board member by 14 June 2021</p>	

<ul style="list-style-type: none"> - Regional Committee Guideline <p>Financial Risk and Assurance Committee - MW</p> <p>Privacy Officer - NW</p>		
<p>Events</p> <ul style="list-style-type: none"> - IR's update - Nats 25th update - IHNZ to submit an application for funding for rink fees, Referee costs, any official capacity required for accom and flights, video/advertising and marketing materials, commission of new trophies <p>See Resolution below</p> <ul style="list-style-type: none"> - Assigning the 2022 -2026 Nats and IR's, - Dispensations Committee 2021 - Disciplinary Committee 2021 	<p>SA to confirm with clubs</p>	
<p>LTP</p> <ul style="list-style-type: none"> - A generic advert, and package to be sent to all clubs to support LTP at clubs - Clubs will receive an LTP pack containing pucks, sticks, cones, small goals to be used, club will need to attract members and can be used at a school, outside etc, the aim is to attract people - A grant to be applied for funding - see resolution below 		
<p>Policy Update</p> <ul style="list-style-type: none"> - Code of Conduct - Disciplinary Process - Child, Youth and Vulnerable Persons 		

<p>Once complete the website will be updated and all information pre August 2019 will be archived</p>		
<p>AGM update and Presentation</p> <ul style="list-style-type: none"> - Feedback received about the AGM being a Saturday, being a hockey day hasn't fitted with everyone's plans, consideration to be given to the meeting being a Sunday again in the future - Presentation is in the shared drive - Update on remits and agenda items received to date: <ul style="list-style-type: none"> - CIA Chartered Accountants, current auditor appointed by the previous board, more efficient and cost effective - Remit received from Ravens forwarded to the board 		
<p>Oceania Update</p> <p>Numbers update of Players and grades:</p> <p>16U YM - 32 16U YW - 19 18U JM - 22 18U JW - 11 SW - 8 SM - 20 Masters - 13 Vets - 5</p> <p>Coaches 0 Managers 3</p> <ul style="list-style-type: none"> - A to do list has been sent to the CDM around dates of way forward, selection process, camps, venues etc <p>Discussion around Oceania, WRG and Worlds for older grades</p>	<p>SA to send information to CDM</p>	

<p>Coaching and Development</p> <ul style="list-style-type: none"> - Trainers guide update complete - Participants book/program and illustrations - Dzine - printing signed off (Approx \$1000) and a sample available for the AGM of the manuals and programe to date - Update on items ordered from the grant - still awaiting an order arrival date - An update on the LTP manual still to come 	TF	
<p>Regional Committees</p> <ul style="list-style-type: none"> - Update 	GT	
<p>Club President Meeting</p> <ul style="list-style-type: none"> - Update 		
<p>Grants to be applied for</p> <ul style="list-style-type: none"> - LTP - Nationals 25 to be looked at <p>Resolution attached below</p>	SA	
<p>Documentation Update</p> <p>IHNZ Constitution</p> <ul style="list-style-type: none"> - External Review still under way 		
<p>Referee Extra Costs</p> <ul style="list-style-type: none"> - An expense form has been developed for any extra costs that may need to be claimed for prior to a tournament and agreed with the organising committee eg QBT Hamilton. 		
<p>MYL System Demonstration</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>To be further reviewed at next meeting</p>	NW to draft	April

E Platforms: <ul style="list-style-type: none"> - Accelerate and Intuto feedback discussed 		
NZSSC <ul style="list-style-type: none"> - Trophy Damage 	SA to get 2 quotes to replace	
2021 Meeting Dates <ul style="list-style-type: none"> - Tuesday 15 June 7pm - Saturday 19 June 9.30am prior to the AGM 		
General Business <ul style="list-style-type: none"> - <p style="text-align: center;">Meeting finished at 9.30 pm</p> <p style="text-align: center;">Next Meeting: Tuesday 15 June 7pm</p>		

RESOLUTION FOR FUNDING APPLICATION

It was resolved and approved on 31 May 2021 by the Inline Hockey New Zealand Board:

That the IHNZ Administrator on behalf of the IHNZ Board, makes an application to the Trillion Trust for the provision of Learn to Play materials and to the total value of a maximum \$4000.00