MINUTES

BOARD MEETING OF NEW ZEALAND FEDERATION OF ROLLERSPORTS (INC) HELD IN Sport Auckland House Level 4, Alexandra Park Function Centre, Gate B, Greenlane West, Epsom Saturday 12th (8:50am – 5.30pm) – Sunday 13th May 2018 (8.30am – 2.45pm)

1	Welcome				
	Roger Boulcott, Robert Stack, Michelle Wood, Mark Swindells, Yvonne Lambert-Smith, Leanne Raffles, Ann Deihl, Raewyn Hailes (Sunday), Jesse Peters (Saturday)				
	On 23 March 2018 Margaret Grant resigned from her position as Chairperson of the Artistic Committee due to ill health. The Board unanimously acknowledged Margaret's significant contribution to our sport for over 15 years. Margaret advised that the Artistic Committee would nominate their representative to the Board and that would most likely be Yvonne Lambert-Smith.				
	Roger v	velcomed Yvonne Lambert-Smith and updated the meeting on Margaret Grants health.			
	Apolog	ies: Nil			
2.	Confirm	nation of Minutes (17th / 18 th February 2018)			
		ne minutes and correspondence of the meeting 17th / 18th February 2018 be confirmed as a true and record.			
	Moved	: Robert Stack Seconded: Mark Swindells			
	Correspondence received 15 th February 2018 – 10 th May 2018				
	Moved: Robert Stack Seconded: Mark Swindells				
3.	Business Arising From Minutes (17th / 18 th February 2018)				
	Nil				
4	Administration				
	4.1	Presidents Report			
		Roger tabled his report and it was accepted by the Board. The report covered:			
		 his activities since the last meeting, 			
		■ update on World Skate Oceania Statutes			
		■ efforts in regards to Skateboarding New Zealand			
	Oceania Heads of Agreement for Artistic and Speed and the Artistic Invitation				
	4.2	Next Meeting – 5 th & 6 th August			
		This meeting will be held in Auckland at the Pulman Lodge Complex.	Leanne		
	4.3	Website / Email update			
		Improvements to the website are continuing.	Leanne		
	It was agreed that the Policies and Governance Documents [Constitution and By-Laws] should be moved to the Resources tab.				
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4.4	4	Policy Project / Management of NZ Championships				
	The New Zealand Championships Task List Template for Artistic Event Managers has been updated and is to be used for the forthcoming NZ Artistic Championships. Leanne to start working on Speed Championships Task List and review of the New Zealand Championships Responsibilities Policies.					
4.5	5	AGM – 8th Sept				
	Bookings to be made at Wellington Airport. If the large room is not available, then the Miramar Go Club should be approached.					
		AGM Feedback.				
	Following the February meeting, clubs were surveyed for their input into future NZFRS AGMs. The majority of the respondents preferred á face to face AGM and were happy with additional topic options providing they were relevant.					
		A breakdown of responses is attached to these minutes as Appendix 1.				
4.6	6	Life Membership – Margaret Grant				
		Roger sought advice from several senior members of our sport regarding the out of AGM award of Life Membership to Margaret Grant on her retirement as Chairperson of the Artistic Committee.	Leanne to follow up			
		THAT the Life Membership be granted Margaret Grant.	presentation			
		Moved: Roger Boulcott Seconded: All Board Members				
	This will be confirmed at the 2018 NZFRS AGM					
4.7	7					
	Objectives, Actions, Next Steps, Outcomes documents need to be updated. The meeting discussed the integration of social skaters into the National Championship pathway. Robert undertook to do some work on this based on the Central Area League Schedule. Leanne to seek permission from Central Area to use their programme. Kiwi Skate Day Wash Up It was a successful day with circa 2000 participants at the 20 events held nationwide.					
4.8						
	We will do it again in 2019 and tie it in with the development programme from Robert and Freestyle and take on board feedback to improve the event in the future.					
5 Fir	nance					
5.3	1	Monthly Finance Reports				
	Finance reports for February, March and April were presented and discussed. THAT the February / March / April 2018 Financials were presented and accepted Moved: Robert Stack Seconded: Michelle Wood CARRIED THAT we approve the payments made for February / March / April 2018 expenses					
		Moved: Michelle Wood Seconded: Robert Stack CARRIED				
		THAT we approve the income and expenditure reports for Road/Flat Track and Banked Track Nationals subject to the final expenditures being paid.				

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	5.2	Funding Managers Report					
		THAT an application be made to the NZCT for \$11838.00 excl gst to provide assistance for the 2018 New Zealand Artistic Championships with the below costs					
		Venue Hire - Jubilee Stadium\$6,750.00Programme Printing - Fisher Print\$1,417.00Medals - Badgemakers\$1,384.00Plant Hire\$104.00Judges Accommodation\$2,183.00					
		Moved: Robert Stack Seconded: Mark Swindells CARRIED 19/4/18					
		Funding report received from Malcolm. Ann to further investigate funding options for Oceanias. Additional information provided to NZCT for the above grant as required.					
	5.3	Speed Nationals Refunds					
		Banked Track – Krystine Davies (Wang)					
		Moved : Robert Stack Seconded : Margaret Grant Carried 22/2/18					
	5.4	2018 Artistic New Zealand Championships Budget					
		The budget for the NZ Artistic Championships was presented and discussed.					
		THAT the 2018 Artistic New Zealand Championships budget be accepted.					
		Moved: Michelle Wood Seconded: Mark Swindells CARRIED 15/4/18					
6	Health	& Safety	ACTION BY				
	6.1	Safe Sports for Kids Policy					
		Update from Roger. Ice Sports NZ has advised that we can use their template.					
	6.2	Health and Safety Event Plan					
		Leanne to send H&S Event Plan to the Board for perusal.					
	6.3	Medical Clearance					
		Skaters who are injured during an event and seek medical attention from a doctor or medical practitioner they must provide a medical certificate if they wish to continue.					
		This notice is to be included in the next Notes from the Board.					
7	Skateb	oarding & NZOC					
	7.1	Skateboarding NZ Update					
		Jesse Peters joined the meeting on Sunday morning					
		Jesse updated on the meeting on skateboarding and how competitions and management are progressing.					
		An administrator has been appointed as the contact for SBNZ. Jesse agreed to communicate their email addresses with NZFRS.					
		The Board restated its commitment to support SBNZ on their journey to the 2020 Olympic Games in Tokyo.					
		The World Skate selection/allocation criteria was discussed.					
		Competition with SB Australia was urged as an opportunity to build up skate-boarders International points.					
		Jesse committed to signing the MOU and returning it and to pay the affiliation fee.					
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	7.2	Youth Olympics [Speed]					
		Report required for receipt of the Olympic Solidarity Funding within 2 months of the final event.					
		The long list was reviewed and changes will be advised to NZOC.	Roger				
		It seems that Official Training has been omitted from the Youth Olympics Calendar at the games. Roger to follow up with World Skate.	Roger				
	7.3	NZOC General Assembly – 10 th May 2018					
		Roger & Leanne attended NZOC General Assembly at Eden Park on Thursday 10 May. This was our first meeting as a full member. The events were standard and new appointments were made.					
		They also attended the Sports Forum prior to the meeting. The Forum focused on Athletes Voices in Sport and was most informative. Considerations to be given to how this can best be included within our Sports.					
8	Sport I	NZ					
	8.1	Reporting process for 2017/2018 report					
		Thanks to Michelle, Robert & Leanne for the work on the SportNZ Report and for getting it submitted on time. It was very difficult to construct the report with the small allocation of 250 words per section for all the disciplines.					
	We still need to develop criteria for measuring the impact and garnishing the feedback from our participants of the initiatives.						
		If we have the opportunity to give SportNZ feedback it would be that we were not able to give a complete a story with the report as with the word allocation it was only possible to give facts.					
	Going forward we will make a further concerted effort to manage the process earlier and request from each of the sports what they would consider their KPI's for each initiative.						
	8.2	Funding Allocations					
		Funding allocations for the Sport NZ fund made, based on the reports received from Sports.					
		It was agreed that NZFRS purchase the Sporty Database for recording our membership.					
		THAT we will purchase the Sporty database.					
		Moved: Michelle Wood Seconded: Yvonne Lambert-Smith CARRIED	Leanne				
		THAT the allocations as discussed be made and Ann to make payments as and when required.					
		Moved: Michelle Wood Seconded: Robert Stack CARRIED	Ann				
	8.3	Voices of Participants					
		Following the NZOC Forum it was decided that we sill introduce a suggestion box at the next New Zealand Championships and a paragraph in the programme.					
		We were looking at survey for suggestions for growing the sport, however we will look to other initiatives first.					
	We will conduct exit surveys for those who do not re-register for the 2018/2019 year.						

	8.4	Inline Freestyle					
		The rules we received are now already out of date and the new ones are being downloaded. Secretary to advise clubs they are available.					
		Roger to follow up with World Skate for technical advice	Roger				
	8.5	5 Value of Sport info					
		Distributed to Board Members & discussed					
9	World	Skate					
	9.1	Oceania Statutes					
		The World Skate Oceania Statutes were updated and re-sent to Australia. At time of this meeting no feedback had been received.	Roger				
	The Board discussed the draft statutes and further updated were recommended. Roger to make further amendments and resend to Australia.						
10	Anti-D	oping					
	10.1 Oceania Speed Testing						
		Drug Testing was conducted at the Oceania Speed Skating Championships in Timaru. Four senior skaters were tested following the Marathon.					
		The process was successful and DFSNZ were happy with the facilities provided.					
		Raewyn to follow up with the test results.					
		DFSNZ provided the tests at their cost this time.					
		Due to its implications there is a need for drug testing to be kept quiet at events.					
	10.2	Oceania Artistic Testing					
		Drug testing at Oceania Artistic has been booked. Raewyn to follow up to confirm with DFSNZ.					
		We need to contribute to DFSNZ programmes. Currently our skaters and officials are completing the WADA programme thus giving DFSNZ no indication of our involvement with anti-doping.					
	10.3	Future Process					
		Team Management details are to be sent to Raewyn after the team is ratified so she can pass on current information on Anti-doping.					
		Oceania level to do the DFSNZ Level 1 testing. World Championships to be the WADA eLearning.					
		Drug free update for NZ teams to include athletes, coaches, management & personal coaches.					

11	Artistic							
	11.1 Oceania Artistic Championships 2017							
		Coach report from Rachael Parkinson-Turner received. Secretary to write a letter of thanks.						
		The Artistic Committee undertook to review the Oceania Team Uniforms.						
		THAT the grants be paid accordingly						
		Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED						
	11.2	2018 NZ Artistic Championships, Wanganui; 16 th – 21 st July 2018						
		 Event Manager : Michelle O'Doherty No report was received but it is understood that good progress is being made. 						
	11.3	2018 Oceania Artistic, Rotorua 19 th – 23 rd September 2018						
		Event Manager : Ann Deihl						
		Invitation can be sent & uploaded on the website.	Leanne					
	11.4	Oceania Heads of Agreement						
		Yvonne is working with Australia to prepare the 2018/19 Heads of Agreement. This will be signed in Rotorua during the Oceania Artistic Championship.	Yvonne					
		The 2017/2018 Heads of Agreement remains unsigned and Roger to seek a copy from Australia.	rvorine					
	11.5	Artistic Rules 2017/2018						
		THAT the Artistic Rules presented are ratified subject to one correction						
		Moved: Yvonne Lambert-Smith Seconded: Mark Swindells CARRIED						
		Secretary to advise the Artistic Committee						
	11.6	Artistic World Team for Ratification						
		THAT the team presented be ratified						
		Moved: Yvonne Lambert-Smith Seconded: Robert Stack CARRIED						
12	Speed							
	12.1	Oceania Speed 2018, Timaru; 30 March – 3 April 2018						
		The previous email agreements were confirmed:						
		THAT the additions to the team be approved						
		Moved: Mark Swindells Seconded: Margaret Grant CARRIED 25/2/18						
		THAT a final addition to the team be approved						
		Moved : Michelle Wood Seconded : Robert Stack CARRIED 14/3/18						
		THAT Nathan MacDonald be ratified as the Assistant Referee as recommended by the SSC. Mark Swindells to be Assistant Referee when Nathan is unavailable						
		Moved : Robert Stack Seconded : Margaret Grant CARRIED 22/3/18						
		Oceania Coach & Manager Report received. Secretary to write a letter of thanks						
	THAT the grants be paid Moved : Mark Swindells Seconded : Robert Stack CARRIED							

	12.2	NZ Roller Sports Speed Championships 2019					
		 Venue : Palmerston North Dates : 1st – 5th January 2019 					
		MSSC to be notified. Clubs to be advised. Event Manager to be discussed					
	12.3	World Speed Team 2018					
		Coach - Bill Begg Assistant Coach - Brett McCormack Manager - Lisa Snook					
		THAT the World Speed Team as presented by the SSC be ratified.					
		Moved : Michelle Wood Seconded : Robert Stack CARRIED 25/4/18					
		Contracts have been sent to skaters and officials.					
		Entries close by June 17 th .					
		Passport, head shot photo & agreement forms are required on registration.					
	12.5	2018 SSC Rules					
		THAT the rule changes be ratified subject to a small amendment in wording.	Leanne				
		Secretary to advise SSC					
		Moved : Robert Stack Seconded : Michelle Wood CARRIED 4/4/18					
	12.6	Oceania Heads of Agreement					
		It was agreed with Australia that the Heads of Agreement be reviewed in 2019.					
13	Genera	ral Business					
	13.1	Transgender awareness					
		It is now necessary that we develop a policy to cover transgender in our sport.					
		This will include a fact sheet.					
	13.2	Roller Derby					
		Roller Derby were not available to attend this meeting.					
		They are to be invited to our next meeting.					
	13.3	Scootering – World Games 2019					
		Scootering has been included in the Barcelona World Games.					
		Contact has been made with Kyle Hamilton at Bay Skate who has stepped in to the role of NZ rep on the Australasian Scooter Association.					
		See where he's at currently and how they see it going forward. Intentions from now until Christmas. Check with Karen Doyle on Australia's position. We will also check with World Skate.					

FEEDBACK FROM AGM SURVEY

Feedback was received from the following Clubs.

Club	Cost	Physical Attendance	Skype	Options
Nelson	✓		✓	✓
Hawera		✓	✓	
Rotorua	✓		✓	✓
South Canterbury	✓	✓		✓
Hamilton		✓		
Valley Inline		✓		✓
New Plymouth		✓		✓
Hastings		✓		✓
		✓		✓

Preferred Options:

- Administration and/or Governance
- Database
- Incorporated Societies
- Volunteers/succession planning
- Health and Safety

This year will be a presentation on the Sporty Database.