MINUTES

BOARD MEETING OF NEW ZEALAND FEDERATION OF ROLLERSPORTS (INC) HELD IN Takahe Apartment Pulman Lodge, Takanini, Auckland

Saturday 4th (8:40am – 6pm) – Sunday 5th August 2018 (9.15am – 2.30pm)

1	Welco	me	ACTION BY
	Roger Boulcott, Robert Stack, Michelle Wood, Mark Swindells, Yvonne Lambert-Smith, Leanne Raffles, Ann Deihl		
	_	welcomed Yvonne as new Artistic Chairperson & congratulated her on her election. We marked the g of Margaret Grant & advised other Board members on the memoriam at the Artistic Championships	
	Apolog	gies: NIL	
2.	Confirm	mation of Minutes (11th / 12 th May 2018)	
	THAT the minutes and correspondence of the meeting 11th / 12th May 2018 be confirmed as a true and correct record.		
	Moved	: Robert Stack Seconded: Michelle Wood CARRIED	
	Corres	pondence received 10 th May 2018 – 1 st August 2018	
	Moved	: Robert Stack Seconded: Michelle Wood CARRIED	
3.	Busine	ss Arising From Minutes (11th / 12 th May 2018)	
	3.1	Auckland Waitakere club name was missing from the final line on the AGM feedback list.	
4	Admin	istration	
	4.1	Presidents Report Roger presented a verbal report to the Board. The report covered: • the NZ Artistic Championships & the new Artistic Committee • update to the Board on the Sports Tribunal dispute. • the Oceania Statues have been sent to Australia and we are waiting on any updates from them. Unfortunately, not much progress on Skateboarding since the last meeting.	
	4.2	Next Meeting – 10 th & 11 th November	
		Discussions regarding Secretary's maternity leave given the expected due date is just prior to the November meeting. Meeting arrangements will be made in advance and duties & responsibilities for the meeting and cover for the 2 weeks following to be expected at this stage. Leanne to continue liaising with the board on this.	Leanne
	4.3	Website/Email Update	
		Secretary to check the website Policy versions are the current versions on file.	Leanne
	4.4	Policy Project / Management of NZ Championships Policy 4.01 Team Selection has been amended to reflect our current selection process. Policy 4.01a Appointment of Selectors was created Policy 4.02 Team Management Appointments was amended Moved: Yvonne Lambert-Smith Seconded: Mark Swindells CARRIED	
		New list of Policy allocations for portfolios & updates to be looked at prior to the AGM and worked through afterwards. Secretary to send list to Board Members & their corresponding current Policies.	Leanne

AGM

Mark Swindells has given his apologies & the Speed Sports Committee Representative will be Ken Smith. Secretary to provide Ken details of the meeting.

Location and venue

Venue: Miramar Gold Course, 1 Stewart Duff Drive, Miramar, Wellington

Time: 10am to 3pm

Morning tea on arrival 9.45am. Lunch at 12pm

• Recommendation of Fees

The Board recommends the fees should remain as per last year.

NZFRS recommendation for Fees 1 July 2019 - 30th June 2020

	Fees	Renewal	New Skater & discounted renewal rate if paid before 1 July 2019
Class 1	Competitive skater May compete in all NZFRS events	\$80	\$65
Class 2	May participate in: Club events Leagues Achievement tests Club Show Challenge Event	\$45	\$35
Class 3	 Recreational Skater Supporters Club Show Challenge Participants [min] 	\$5	\$5
Class 4A	Accredited Officials	\$40	\$30
Class 4B	 Team Officials Sports Accredited Coaches Club Show Challenge 	\$40	\$30
Class 5	Club Affiliation	\$350	\$275
Class 6	Corporate Affiliation	\$150	\$150
Family membership * Parent/s or caregiver/s [up to two] with 2 or more children under the age of eighteen (18) all living at the same address. * The qualifying age for children is at the 1st of July each year. * Any combinations of membership classes		\$180	\$140

• Honoraria

The Board recommend that the Honoraria for 2019 – 2020 be set at:

PRESIDENT \$4,000 BOARD SECRETARY \$12,000 TREASURER \$4,000

Moved: Robert Stack Seconded: Michelle Wood CARRIED

Nominations for Vice President

Three nominations received for Robert Stack.

Remits

Remit to be presented by the Board. Secretary to send Constitution with the documents.

• Presentations – Sporty & DrugFreeSportNZ

Secretary to ask clubs for their appropriate contact people for setting up the Database and present Database Update to the AGM and work on club instructions.

Secretary to contact Raewyn to arrange a DFSNZ person to present an educational piece for club administrators.

• Open Forum – Growth Suggestions

Clubs are invited to bring suggestions as per the point 4.6 below and partake in an open forum discussion about how we can enable growth in our sports

Roger looking to accomm for Board for 8th

Leanne to send documentation to clubs

- Agenda
- Fees
- Honorarium
- VP Noms
- Constitution
- Accept Class 3

Leanne

Leanne

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	4.6	Strategic Plan	
		Following the last meeting the Artistic Section have been looking at the Patch Test system which can be expected to have crossover with the recreational plans that we were looking at. Look to ask clubs; • Any recordable increase in numbers from Kiwi Skate Day.	Leanne
		 Do you have competition skates available either for sale or hire as part of your organisation? 	Learnie
		 Bring 2 suggestions of how the Board could support you with growing competitive skaters from the recreational pool. 	
		This will be the basis of a discussion at the AGM.	
	4.7	EOI Form – Discipline specific	
		Presented new format for EOI forms	
		Moved: Mark Swindells Seconded: Michelle Wood CARRIED	
	4.8	Personal Liability for NZ & Oceania Championships	
		Discussion following query from Wanganui Stadium regarding Personal Liability. Mark to ask for direction from Timaru. Ann to query with insurers what our Public liability covers and whether we should be looking at any other insurances.	Mark & Ann
5	Finance		
	5.1	Monthly Finance Reports	
		THAT the May 2018 Financials were presented and accepted. THAT the June 2018 Financials be accepted subject to final completion by the auditor.	
		Moved: Robert Stack Seconded: Mark Swindells CARRIED THAT we approve the payments made for May / June 2018 expenses	
		Moved: Robert Stack Seconded: Michelle Wood CARRIED THAT the Board transfer \$5000 each to the Sports Committees as at the 30 th June 2018.	
		Moved: Michelle Wood Seconded: Robert Stack CARRIED	
	5.2	Grant Funding	
		An application was made to the One Foundation for \$14261.00 excl GST. No resolution was required.	
		THAT an application be made to Four Winds for \$2429.00 excl gst to provide assistance for the 2018 New Zealand Artistic Championships with the below costs Judges Accommodation \$1833.00 Programme Printing \$ 375.00 Shrub Hire \$ 221.00	
		Moved: Michelle Wood Seconded: Mark Swindells CARRIED 24/6/18	
		The Four Winds Foundation granted \$2000 of the \$2429 applied for. The One Foundation response was still to be received	
	5.3	Funding Managers Report	
		Received and the Board to thank Malcolm for all his work with Funding over the years. Roger to have discussion with Barbara Colville regarding succession.	Roger
	5.4	Refunds	
		THAT the Membership withdrawal query from SCRSC be granted and refunded. Mark Swindells declared a conflict of interest.	
		Moved: Robert Stack Seconded: Michelle Wood CARRIED	

	5.5	2018 Artistic Oceania Championships Budget	
		THAT the budget presented be accepted	
		Moved: Michelle Wood Seconded: Mark Swindells CARRIED 17/6/18	
	5.6	Art Committee 2012 World Fund Application	
		Yvonne presented a proposal for an International Coaches Seminar for another Cristina & Lorenza seminar for 2019. The board approved the proposal in principal, with further information required on; Confirmation of dates Cost of the stadium Extending the invitation to Asia & Australian	Yvonne
	5.7	Financial Audit	
		Ann tabled the letter from Staples Rodway that they are no longer auditing. THAT the financial accounts audit for 2017/2018 be completed through Graham Brown Chartered Accountant of Putaruru.	
		Moved: Michelle Wood Seconded: Robert Stack CARRIED	
	5.8	Estimated Team Expenses	
		Discussion on an earlier release of estimated expenses. Looking to have ready from the Team Manager by the time the team is announced or the letters go out.	
6	Health & Safety		
	6.1	Safe Sports for Kids Policy	
		Still under development	Roger
	6.2	Health and Safety Event Plan	
		Leanne & Robert to amend the Event Risk Plan for both National Championships & Oceanias. To have ready by end of August.	Leanne / Robert
7	Skateb	oarding & NZOC	
	7.1	Skateboarding NZ Update	
		Jesse did not make an appearance at the meeting so we will just try & continue to do the best we can. Roger to look at submitting the Tokyo 2020 Nomination Criteria for Olympic Games to NZOC.	Roger
	7.2	Youth Olympics [Speed]	
		Mark to check with Libby & Roger to follow up with Tara regarding washup of the 2018 Solidarity Fund report & payment. A new Youth Olympic Solidarity Funding request has been submitted. Unfortunately, New Zealand did not qualify a skater for competition at the Youth Olympics at the World Skate World Inline Speed Championships. The board congratulates our junior skaters on their efforts in their attempts to qualify for the Youth Olympics.	Mark/Roger
8	Sport I	NZ	
	8.1	Reporting process for 2018/2019 report.	
		Adjustments made to split the Business Plan & Reporting for each discipline & each project. Secretary to send out to Art, Speed, RH & IH to the specific funding people. Roger to follow up with Craig MacFarlane regarding our last report and the next funding round.	Leanne Roger
	8.2	Funding Allocations	
		Discussion on current balances for each of the projects and how these are progressing for 2019	

	8.3	Voices of Participants		
		 Discussions on our current & upcoming ways of seeking feedback from our skaters. Annelise as the skaters' rep on the Artistic Committee has established a Facebook page for feedback for skaters. This Facebook page will follow the normal social media protocols with positive contributions. Suggestions Box suggestions discussed. To pass to the Artistic Committee for their information and we will look to implement what we can. Surveys after events & seminars. Post Nationals survey to go out in the next week. Look at paragraph options for Rollart seminar & development squads. Seminar survey to be separated out so we can understand the future requirements. 	Art Cttee have advised clubs Leanne Michelle	
		 Exit Survey – Send to Michelle with list of non-registering members to send out the survey as at end of August. 	Leanne & Michelle	
9	World Skate			
	9.1	Oceania Statutes		
		These are still with Australia waiting on feedback.	Roger	
	9.2	Inline Freestyle		
		Looking at getting official cones out to clubs for Kiwi Skate Day and query to clubs on if they are aware of any skaters participating so we can get in touch with them & finding more people to grow.	Robert	
	9.3	2019 World Roller Games – Barcelona		
		Discussion re delegate meeting 15 th / 16 th October to view venue locations for competition & hotels. Roger to ask Australia in regards to what they were going to do. Start looking at multi-discipline uniform. Agreed on a t-shirt & respectable black sport shorts. Individual sports can use their current tracksuits. Go to the affiliates - Interested in your views on the design and the manufacturer. We want to look at tender based on 150-200 shirts.	Roger Leanne	
10	Anti-Doping			
	10.1	2021 WADA Invitation 16 th August		
		Request to Raewyn Hailes to assess this webinar with a view to attending.	Leanne	
11	Artisti	c		
	11.1	2018 NZ Artistic Championships, Wanganui; 16 th – 21 st July 2018 Was a very successful championships and worked well even with a new Wanganui club people. Suggestions box comments discussed earlier. Secretary to write to Michelle and the Wanganui Club to thank them for their work.	Leanne	
	11.2	Selectors		
		THAT Pam Peters & Tony Alexander be appointed selectors for the selection of the 2018 Oceania Artistic team.		
		Moved: Robert Stack Seconded: Michelle Wood CARRIED 9/7/18		
	11.3	2018 Oceania Artistic Championships, Rotorua 19 th – 23 rd September 2018 • Event Manager: Ann Deihl Set up Wednesday 19 th am. A roll around, meetings, Opening Ceremony & some events. Event training ties to be increased to compensate for the lesser Country training.		

	11.4	2018 Oceania Artistic Team	
		THAT the Team Management & Coaches presented be ratified	
		Moved: Michelle Wood Seconded: Robert Stack CARRIED 6/7/18	
	11.5	Oceania Heads of Agreement	
		2018 HOA completed and with Australia for signing. Looking to arrange a meeting during the Championships to set & sign the 2019 HOA.	Yvonne
	11.6	World Team La Vendee, France	
		 The registration portal is now open. Kylie is following up the head shots, passport scans, music & documentation for dance/free events now required by the portal for entry. Domestic Coaches passes discussed. Secretary to contact. World Skate Artistic Meeting and Delegate. Unsure of meeting at this point in time. To advise Kylie accordingly. 	Leanne
	11.7	EOI 2019 NZ Artistic Championships	
		Has been sent out with a return date 31st August	
12	Speed		
	12.1	 NZ Speed Championships 2019; Palmerston North - 1st - 5th January Event Manager - Mark to check with Ken Smith Entry Fees - same as last year Road - \$110 - Primary or 1 event \$130 - Two or more events \$390 - Family fee FT - \$110 - Primary or 1 event \$130 - two or more events \$390 - Family fee 	Mark/Leanne
		Moved: Robert Stack Seconded: Michelle Wood CARRIED	
		Secretary to advise MSSC re Event Manger & Dignitaries Invite List & send notice to clubs	Leanne
	12.2	NZ Roller Sports Banked Track Championships 2019 [Timaru] • Dates: 2 nd – 3 rd February 2019 • Event Manager: Robert Stack • Entry Fees: Same as last year \$110 – Primary or 1 event \$130 – Two or more events \$390 – Family fee	
		Moved: Mark Swindells Seconded: Yvonne Lambert-Smith CARRIED	
		Secretary to advise SCRSC & SSC and arrange entry forms	Leanne
	12.3	EOI 2020 NZ Speed Championships	
		To send out to clubs on with return date prior to the SSC's next meeting. To include revised forms	Leanne
	12.4	World Speed Team 2018	
		Discussion on the Team Manager report received	
		Secretary to write to Lisa Snook & thank her for her report	Leanne
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	12.5	SSC Secretary & Treasurer Positions	
		THAT Sarah Stack move from SSC treasurer to Secretary and Suzanne Ballard be appointed to the Treasurer role	
		Moved: Mark Swindells Seconded: Michelle Wood CARRIED 25/6/18	
		Robert Stack declared a conflict of interest and abstained	
	12.6	2018 Asian Roller-Skating Championships Speed Team	
		THAT the team presented be ratified, but management grants will not be paid for this.	
		Moved: Michelle Wood Seconded: Robert Stack CARRIED 2/7/18	
		Contracts back & entries & accommodation have been done. Arriving earlier to settle in and will arrange transport to Namwon from Seoul.	
	12.7	Oceania Heads of Agreement	
		Meeting to be held at Oceanias in Australia Easter 2019	
	12.8	Speed Records still to come	
		All ready to be uploaded to the website, then a record was recently broken. Waiting on the skater to return with the official evidence then the last record can be updated & these can be uploaded to the website.	Mark
13	Genera	eral Business	
	13.1	Transgender awareness	
		Continuing to work on Policy document.	
	13.2	Roller Derby Update	
		Keep trying to contact & arrange a meeting. Where are their main Aotearoa members or an upcoming National Derby bout. Understand there may be a World Skate league in Wellington	Leanne / Roger
	13.3	Scootering Update – World Games 2019	
		Roger to follow up with Karen regarding Australia's progress. Will keep in touch with Kyle as to progress with World Skate & their National Championships. Roger may make contact.	Roger
	13.4	Easter Reunion 2019	
		Roger to write a response letter to the Hastings Club.	Roger