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| | <p>Welcome</p> <p>Robert Stack, Belinda Hope, Mark Swindells, Yvonne Lambert-Smith, Ann Deihl, Leanne Raffles</p> | ACTION BY |
| | <p>Apologies: Nil</p> | |
| 2. | <p>Confirmation of Minutes (15th/16th August 2020)</p> <p>THAT the minutes and correspondence of the meeting 15th/16th August 2020 and 17th October be confirmed as a true and correct record.</p> <p>Moved: Mark Swindells Seconded: Belinda Hope CARRIED</p> <p>Correspondence received 13th August – 18th November 2020</p> <p>Moved: Yvonne Lambert-Smith Seconded: Mark Swindells CARRIED</p> | |
| 3. | <p>Business Arising From Minutes</p> | |
| | <p>4.2 Change of signatories on 17th October minutes re-worded to be adjusted to what the bank needs for adding Robert to online banking</p> | |
| 4 | <p>Administration</p> | |
| | <p>4.1 Presidents Report</p> <p>Robert presented his inaugural report to the board.</p> | |
| | <p>4.2 Next Meeting</p> <p>27th/28th February – Booked at Pulman. Secretary to organise flights.</p> | Leanne |
| | <p>4.3 Website / Facebook / Database</p> <ul style="list-style-type: none"> • Review of image content following events next year • Removal of Kiwi Skate Day from front page • Follow up with Rink Hockey for website • Update Notes from the Board & Minutes • Update Board Members & Life Members info & Sports Committee info • Update Oceania & Worlds pages • World Skate logo to be linked, Tokyo 2020 to update to 2021 • Remove World Skate link for anti-doping as not working • Reverse order of Artistic Results for current year on top <p>Secretary to make required updates</p> | Leanne |
| | <p>4.4 Strategic Plan</p> <p>To work on this in the February meeting.</p> | |

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| | 4.5 | <p>Policy Project / Management of NZ Championships</p> <p>THAT the below policies have been ratified.</p> <p>3.03 Club Membership Transfers 4.05 Contracts – International Events</p> <p>Moved: Mark Swindells Seconded: Belinda Hope CARRIED</p> <p>Secretary to update the website with these revised policies.</p> <p>Speed to send details of the new trophies for the Special Awards Policy.</p> <p>Inclusive Skating</p> <p>Belinda presented information from the Halberg Inclusive Zoom Training meeting. A Notes from the Board to go out with suggestions for welcoming potential skaters.</p> | Mark Leanne Belinda |
| | 4.6 | <p>History, Memorabilia & Storage</p> <p>Flags and Banners have gone to Yvonne. Digitising of documents to be started.</p> <p>THAT the Board will rent a small storage cupboard for the purpose of storing NZFRS Archives.</p> <p>Moved: Yvonne Lambert-Smith Seconded: Mark Swindells CARRIED</p> <p>Secretary & Treasurer to coordinate and organise.</p> | Leanne/Ann |
| | 4.7 | <p>AGM</p> <p>Club reports received & read. Now loaded on the website under Club Resources. Most clubs have reported loss of existing federation skaters, but increase of new skaters.</p> <p>Clubs provided interesting information on what they had done over lockdowns to keep their skaters engaged. Lots of diversification to keep our sport alive. Some venues took a long time to be re-opened. Well done to all clubs in this challenging year.</p> | |
| | 4.8 | <p>SGM</p> <p>SGM on Zoom scheduled for 8pm 6th December. Nominations close 2nd December.</p> <p>Secretary to send out details to clubs as soon as possible and organise Zoom link.</p> | Leanne |
| | 4.9 | <p>Code of Conduct</p> <p>The document has been designed for club activity display and at all skating events. Organising committees are to ensure that it's displayed at competitions.</p> <p>Notes from the Board to include this information.</p> | Robert |
| | 4.10 | <p>Club Learn to Skate Information</p> <p>Brands are responding to our media coverage and want to collaborate between skate sales & learn to skate and beginner skaters.</p> <p>Belinda to lead the project and Leanne to contact clubs for details</p> | Belinda/ Leanne |
| 5 | Finance | | |

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| | 5.1 | Monthly Finance Reports THAT the August, September & October 2020 Financials were presented and accepted Moved: Yvonne Lambert-Smith Seconded: Mark Swindells CARRIED THAT we approve the payments made for the August, September & October 2020 expenses Moved: Mark Swindells Seconded: Belinda Hope CARRIED | |
| | 5.2 | 2021 Budget THAT the budget presented by Ann Deihl be accepted Moved: Belinda Hope Seconded: Mark Swindells CARRIED | |
| | 5.3 | Grant Funding THAT we apply to NZCT for \$9,784.37 excl GST & \$5,133.50 from the Lion Foundation to assist with costs for holding the New Zealand Road and Flat Track Speed Championships Moved: Mark Swindells Seconded: Yvonne Lambert-Smith CARRIED | |
| | 5.4 | Funding Managers Report Report received from Barbara. Secretary to write a letter of thanks | Leanne |
| | 5.5 | Refunds THAT the refund be approved for 2021 Road and Flat Track Nationals – Garth Jameson (NSN) Moved: Mark Swindells Seconded: Belinda Hope CARRIED Secretary to advise Nelson Club. Treasurer to organize refund to Nelson | Leanne/Ann |
| | 5.6 | President's Honoraria THAT the President's honoraria be used as a travel fund to attend skating events. Moved: Belinda Hope Seconded: Mark Swindells CARRIED Treasurer to organize internal management of funds. | Ann |
| 6 | Health & Safety | | ACTION BY |
| | 6.1 | Health and Safety Event Plans <ul style="list-style-type: none"> • Road & Flat Track Championships – In process. To be finalised • Banked Track Championships – To be commenced Notes from the Board to include encouragement for our Regional & Area committees and Affiliates to be doing Health & Safety plans. Advise that a template is available. Section to be added to the Permit regarding Health & Safety Plans | Leanne Ann |
| 7 | Affiliates / Sport | | |

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| | 12.5 | 2021 Rules & Regulations THAT the 2021 Artistic Rules & Regulations presented by the Artistic Committee be ratified Moved : Yvonne Lambert-Smith Seconded: Robert Stack CARRIED Secretary to advise the Artistic Committee | Leanne |
| | 12.6 | Permits Notes from the Board to remind clubs that permits are sent to the secretary as soon as dates are set. This includes all competitions & medal tests. Look to include flow chart for the flow on effect. | Robert |
| 13 | Speed | | |
| | 13.1 | 2021 NZ Speed Championships; Whanganui – 29th December – 3rd January 2021 <ul style="list-style-type: none"> • Event Manager – Ken Smith (during the event) Request Whanganui VIP's for the Opening Ceremony and Opening Ceremony details. | Leanne |
| | 13.2 | 2021 NZ Banked Track Championships, Timaru – 6th/7th February 2021 <ul style="list-style-type: none"> • Entry Fees to be the 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 send entry forms <ul style="list-style-type: none"> • Event Manager - TBA 8 th February will be the SSC 25km/50km Marathon | Leanne |
| | 13.3 | 2021 Speed Oceanias, Timaru - 2nd – 6th April 2021 Dates updated on the website. Invite & entry forms still need to be updated. | Leanne |
| | 13.4 | 2022 Nationals Expressions of Interest Recommendations received from the SSC. To be announced at the closing function. | Leanne |
| | 13.5 | AGM Age Group Discussion Follow up The SSC have confirmed as per Mark's reply to the age group question raised by the Hamilton Club at the AGM, they are happy to review the age groups after the running of the 2021 New Zealand Road & Flat Track Championships. | |
| 15 | Closure | | |
| | | The meeting closed at 12pm. Robert thanked the Board for their input and commitment to our sport. | |