## **MINUTES**

## BOARD MEETING OF NEW ZEALAND FEDERATION OF ROLLERSPORTS (INC) HELD IN Sport Auckland House Level 4 Alexandra Park, Greenlane, Auckland

Saturday 25<sup>th</sup> May (9am – 6pm) – Sunday 26<sup>th</sup> May 2018 (9am – 2.30pm)

	Welcome			
	Roger I Wood			
	Apolog	ies: Leanne (Lateness); Mark (Lateness due to fog at Christchurch Airport)		
2.	Confirm	nation of Minutes (16 <sup>th</sup> / 17 <sup>th</sup> February 2019 & 16 <sup>th</sup> / 17 <sup>th</sup> March 2019)		
		THAT the minutes and correspondence of the meeting 16th / 17th February 2019 be confirmed as a true and correct record.		
	Moved	: Yvonne Lambert-Smith Seconded: Robert Stack		
		ne minutes and correspondence of the meeting 16th / 17th March 2019 be confirmed as a true and record.		
	Moved	: Robert Stack Seconded: Yvonne Lambert-Smith		
	Corres	pondence received 13 <sup>th</sup> February 2019 – 21 <sup>st</sup> May 2019		
	Moved	: Robert Stack Seconded: Michelle Wood		
3.	Business Arising From Minutes			
	3.3	Michelle to Analyse the Club reports from the 2018 AGM.		
	4.4	World Speed Selection – one query from a skater who missed selection. This has been resolved.		
	5.2	Mainland Foundation – Funding		
		This was not fully spent, so there will be some to refund. Mainland didn't receive the accountability report due to their system not accepting xtra email accounts. Barbara currently working with them to rectify this, and get the amount required to refund from them. Difficult for us to work out, as we are hoping they will fund the First Aid paid to MSSC people, instead of St Johns.		
4	Administration			
	4.1	Presidents Report		
		Roger updated the Board with reports from the HPSNZ, NZOC & SportNZ meetings. Attended Northern & Central Areas and Bowlzilla in Wellington.		
		Congratulations to Mark Swindells for receiving his International Speed Referees commission.		
	4.2	Next Meeting		
		17/18 August – Booked @ Pulman Lodge		
		Flights to be booked	Leanne to book lunch	
		Invite anti-doping to the Sunday 22 <sup>nd</sup> September Board Meeting following the AGM.	(check)	

4.3	Website / Email update	
	Multiple people were unable to find the resources page so have now called it club resources & added as an item in drop down.  Speed records have been updated and uploaded again  New clubs added on the Find a club map & documents linked to the map dots.  Skateboarding added as sport on top menu  Skateboarding page updated to be Olympics 2020	
	Selection documents are to be uploaded to website. Speed records link to be added to the Speed Results page at the top Speed Resources page to be added back in to the menu Add Notes from the Board to the news section of the website & Minutes to Club Resources To create Facebook events when announcements of championships go out to clubs	Leanne Leanne Leanne Leanne Leanne
4.4	Policy Project / Management of NZ Championships	
	THAT the following policies be ratified  1.01 Policy Making 1.15 Co-Option to Sports Committees 1.03 Correspondence 1.23 Office Holders 1.04 Chain of Communication 3.01 Registrations 1.09 Permits 3.03 Club Membership Transfers 1.10A Oscar Nominations – Artistic 1.10B Oscar Nominations – Speed  Moved: Michelle Wood Seconded: Robert Stack CARRIED  Secretary to update website with the above policies & update the Portfolio spreadsheet with those reviewed.	Leanne
4.5	2019 AGM	
	21 <sup>st</sup> September – Miramar Golf Club, Wellington. Secretary to find accommodation for the board for Saturday night	Leanne
	Secretary to prepare documentation for distribution. Due to be returned by 31st July for collation & presentation at the Board meeting.	Leanne
	Board member role is up for renewal this year. Michelle has indicated that she will not be seeking re-election.	
	Invite clubs to provide a history of their club – maximum of 4 x A4 pages (including photos) and an electronic version for SkateNZ. An electronic version can be emailed prior. Invite Callum Campbell to attend & share reunion feedback.	Leanne
4.6	Strategic Plan	
	NZFRS Strategic plan needs to be updated.	
	The work done at the planning meeting can be transferred as the basis of the plan.	
	Look to a cross sport development programme using NCEA as an example.	
4.7	Database Update	
	Clubs have received the instructions on how to register skaters for the 2019/2020 season. To send a follow up in case some secretaries did not see and advise that the exported spreadsheet can be used as summary sheet	Leanne

	4.8	Bylaws	ication
		<ul> <li>2 .03.03 Speed skaters are not required to attend an Area Championships as a qualif to the New Zealand Championships. However, a competition may be conducted appropriate organising committee established for that purpose within each area for s to acquire qualification times for the NZ Speed Championships.</li> </ul>	by the
		<ul> <li>6.01.03 A NEW membership is defined as a person who has never previously been registered with the NZFRS. Applications for new membership must be accompanied to proof of date of birth.</li> </ul>	ру
		Moved: Michelle Wood Seconded: Robert Stack CARRIED	
		Secretary to update website version	Leanne
	4.9	Inclusive skating	
		Discussions at HPSNZ workshop and further follow up to do.	
5	Finance	e	
	5.1	Monthly Finance Reports	
		THAT the February / March / April 2019 Financials were presented and accepted	
		Moved: Robert Stack Seconded: Yvonne Lambert-Smith CARRIED	
		THAT we approve the payments made for February / March / April 2019 expenses	
		Moved: Robert Stack Seconded: Michelle Wood CARRIED	
		THAT the World Account Financials were presented and accepted	
		Moved: Robert Stack Seconded: Yvonne Lambert-Smith CARRIED	
		THAT the Board transfer \$5000 each to the Sports Committees as at the 30th June 2019	
		Moved: Michelle Wood Seconded: Robert Stack CARRIED	
	5.2	Grant Funding	
		THAT an application be made to the Lion Foundation for \$3,299.81 (GST Incl) for the purchase camera and equipment for use with the RollArt Artistic Judging System	of
		Moved: Michelle Wood Seconded: Mark Swindells CARRIED 29/4	/19
		THAT an application be made to the NZCT for \$19,638.34 (GST incl) to provide assistance with in running the 2019 New Zealand Roller Sports Artistic Championships  Officials Accommodation \$ 4,920.00  Venue Hire \$10,571.00  Programme Printing \$ 1,361.43  Medals \$ 2,198.51	costs
		Engraver \$ 587.40	
			/19
	5.3	Engraver \$ 587.40	/19
	5.3	Engraver \$ 587.40  Moved: Michelle Wood Seconded: Mark Swindells CARRIED 29/4	
	5.3	Engraver \$ 587.40  Moved: Michelle Wood Seconded: Mark Swindells CARRIED 29/4  Funding Managers Report  Received from Barbara. Final 2018 accounts now received & to be sent to Barbara for amendia	ng Ann

	5.4	2018 Accounts	
		Final accounts for 2018 have been received earlier this week. The Board presented reviewed accounts to the 2018 AGM that required auditing. This has now been done. The Board undertook to advise member clubs of any major discrepancies. Ann to review and advise our next steps.	Ann
	5.5	Survey Monkey	
		THAT the cost for Survey Monkey be reimbursed to Michelle Wood	
		Moved: Robert Stack Seconded: Yvonne Lambert-Smith CARRIED 11/4/19	
		Michelle to amend billing information for future transactions.	Michelle
	5.6	Olympic Solidarity / RollArt Funding	
		THAT the shortfall in 2018 Solidarity funds and RollArt headsets be covered by the Board.	
		Moved: Michelle Wood Seconded: Robert Stack CARRIED	
6	Health	& Safety	ACTION BY
	6.1	Health and Safety Event Plans	
		Artistic Nationals 2019 - To be finalised and sent out to clubs	Leanne
		Road & Flat Track Nationals 2020 - Draft to be started	Leanne
		Banked Track Nationals 2020 - Draft to be started	Leanne
7	Affiliat	res / Sport	
	7.1	Inline Hockey NZ	
		AGM happening today. Sending 3 teams to WRG2019. 2 teams still to be registered on the platform.	
	7.2	Rink Hockey NZ	
		Sending a Senior Mens team to WRG2019. Passports & photos to be received for registration.	
	7.3	Skateboarding NZ	
		Follow up if Affiliation Fees have been paid. Registrations for WRG2019 have been done through the portal. Following up regarding Dew Tour registrations.	Ann / Roger
	7.4	Roller Derby	
		Work in progress with Michele & the leagues. Roger to make contact with Mens Roller Derby	Roger
	7.5	Scootering	
		3 Riders qualified and registered under ASA. If any further riders want to take NZ slots they have until 27 <sup>th</sup> May to advise us.	
	7.6	Inline Freestyle	
		At this stage we have had limited responses from clubs in relation to the Inline Freestyle resources. We will continue to promote at NZ Artistic Championships & AGM.	

8	NZOC		
	8.1	General Assembly & Members Forum May 9 <sup>th</sup> 2019  Roger, Ramon Thackwell & Chris Curran (SBNZ) attended. The Members Forum topic was predominantly relating to the current Olympiad, performing when it matters & the athletes rights & responsibilities.	
		Roger and Ramon attending the 2020 Olympic Games Workshop at Remuera Golf Club on Thursday 30 April.	
	Sporti	NZ	
	9.1	Sports Business Plans	
		Presented revised Business Plan & reporting forms.	
		Secretary to revise for remaining disciplines & distribute	Leanne
	9.2	Sports Reporting & Funding Allocations	
		SportNZ report finalised & received by SportNZ.	
		THAT the payment be made for allocations for the corresponding reports	
		Moved: Robert Stack Seconded: Michelle Wood CARRIED	
	9.3	HPSNZ Meeting	
		Roger attended at the HPSNZ Workshop at the Waipuna Conference Centre.	
		A wide variety of issues were covered from Integrity in Sport, Anti Doping and Selection policies.	
	9.4	Voices of Participants  • Exit Survey  Leanne presented to the board survey responses. To be distributed for the Board members to look over & see if there are any points to take on. Continue with this exit survey each year.  • Feedback Box  To be prepared for Artistic Nationals & Speed Nationals	
	9.5	Reporting Livestream Feedback	
		Roger, Robert and Leanne attended the Sport NZ Reporting Live stream meeting.	
		This event introduced the new strategic direction for Sport NZ, explained the 4 year reporting cycles and identified some strategies for the next four years.	

10	World	Skate	
10	10.1	<ul> <li>WRG2019 Update         <ul> <li>Shirts</li> </ul> </li> <li>Due to misunderstandings we are now not able to get a multi-discipline shirt in time for the games.         <ul> <li>Congress – 3<sup>rd</sup> July</li> </ul> </li> <li>Roger to attend. To ask about Oceania investment.         <ul> <li>Registrations</li> </ul> </li> <li>These are in process. Roger to contact Skateboarding and confirm entry fee collections.         <ul> <li>Open Marathon</li> </ul> </li> <li>1 Skater indicated &amp; entered.         <ul> <li>Flag Bearer</li> </ul> </li> <li>Expect to be asked for Flag Bearer. Secretary to send a message to sports to ask for nominations.         <ul> <li>Security &amp; Set Up</li> </ul> </li> </ul>	
		Roger to send information to team managers as Chef de Mission and ask all sports to have a contact phone. Leanne to set up Facebook chat group.	
	10.2	Recognition of International Events  Discussed the World Skate email regarding International Events.	
11	Anti-D	oping	
	11.1	Liaison Report	
		Report from Raewyn received and discussed.	
		Raewyn to be invited to the Board meeting on the Sunday following the AGM.	
		Report received from Raewyn Hailes. This has been circulated to Board for comment and we will formalise it at our next meeting.	
		In regard to the DFSNZ categories, all skaters should register under Rollersports and we will ask if those under roller skating can be changed over.	
	11.2	Team Management Info sheet	
		Leanne to ask Christine for info sheet form. To do up as SkateNZ & start a handbook for sending out with their contract.	Leanne
		Team managers need to be aware of any medication and side effects so they can be prepared for any medical incident.	
12	Artistic	E	
	12.1	2019 NZ Artistic Championships, New Plymouth, 15 <sup>th</sup> – 20 <sup>th</sup> July 2019	
		H&S Event Plan – Revised Plan to go out to clubs as finalised in 6.1	
		Organisers setting up time out zone for these championships. Showcase of new NZ team Oceania uniform.	

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	12.2	2018/2019 Rules & Regulations	
		THAT the 2018/2019 Rules & Regulations be ratified	
		Moved: Yvonne Lambert-Smith Seconded: Robert Stack CARRIED 8/4/19	
	12.3	RollArt update	
		THAT the 2012 World Funds be used to purchase the RollArt equipment.	
		Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED 11/3/19	
	12.4	2019 World Artistic Team	
		THAT the Team Management presented be ratified	
		Moved: Yvonne Lambert-Smith Seconded: Mark Swindells CARRIED 25/3/19	
		THAT the team presented be ratified	
		Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED 15/5/19	
	12.5	RollArt Liaison Co-opt to Artistic Committee	
		THAT Jenny Lupton, holding the RollArt Committee Liaison position is co-opted to the Artistic Committee for the ease of sharing Rollart information	
		Moved: Robert Stack Seconded: Yvonne Lambert-Smith CARRIED 11/4/19	
	12.6	2019 Oceania Team Management	
		THAT the Team Management presented be ratified	
		Moved: Yvonne Lambert-Smith Seconded: Robert Stack CARRIED 21/5/19	
	12.7	EOI 2020 Artistic Nationals	
		Discussions on the recommendation. Announcement to be made at the closing ceremony.	
	12.8	Oceania Selection exception	
		THAT the exception for 2019 World Artistic skaters attending the World Roller Games be exempt from the requirement to qualify at the 2019 New Zealand Championships for selection for the 2019 NZ Oceania team.	
		Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED	
13	Speed		
	13.1	2020 NZ Speed Championships; Timaru - 31 <sup>st</sup> December – 5 <sup>th</sup> January 2020	
		Entry Fees to be remain as per last year.	
		Road – \$110 – Primary or 1 event	
		Moved: Mark Swindells Seconded: Michelle Wood CARRIED	
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	13.2	2020 NZ Roller Sports Banked Track Championships — 8 <sup>th</sup> - 9 <sup>th</sup> February 2020	
		Championship Manager – Mark Swindells / Ann Deihl	
		Moved: Michelle Wood Seconded: Yvonne Lambert-Smith CARRIED	
		Entry Fees to be remain as per last year.	
		\$110 – Primary or 1 event \$130 – Two or more events \$390 – Family fee	
		Moved: Michelle Wood Seconded: Robert Stack CARRIED	
	13.3	World Team	
		THAT the World team as presented be ratified	
		Moved: Yvonne Lambert-Smith Seconded: Robert Stack CARRIED 4/2/19	
		THAT the addition of Assistant Team Manager be ratified	
		Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED 7/3/19	
	13.4	Oceania Speed Referee	
		THAT the Speed Sports Committee recommendation for New Zealand Referee be ratified	
		Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED 7/3/19	
		Mark Swindells declared a conflict of interest & abstained.	
	13.5	2019 Oceania Championships Washup	
		No Team Management reports received as yet. Leanne to follow up on results.	Leanne
	13.6	2019 Speed Rules	
		THAT the new speed rules be accepted & ratified.	
		Moved: Mark Swindells Seconded: Robert Stack CARRIED 16/4/19	
	13.7	EOI 2021 Road / FT & BT Nationals	
		Send out early August back by 30 <sup>th</sup> Sept.	
		Clubs need to ensure that all information is included on the EOI Forms and ensure they are selling their venues & putting their best foot forward with a comprehensive document.	
14	Genera	al Business	
	14.1	Prime Ministers Scholarship Application – For Feb – Dec 2019 close 30 <sup>th</sup> November – Officials	
		Secretary to contact & clarify on criteria and when open for all scholarships	Leanne
15	Closure	2	
	The me	eeting closed at 2pm. Roger thanked the Board for their input and commitment to our sport.	
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