

MINUTES

**BOARD MEETING OF NEW ZEALAND FEDERATION OF ROLLERSPORTS (INC) HELD AT Sport Auckland House
Level 4, Alexandra Park Function Centre, Gate B, Greenlane West, Epsom
Saturday 24th November (8:50am – 5.30pm) – Sunday 25th November 2018 (8.30am – 2.30pm)**

1	Welcome		ACTION BY
	Roger Boulcott, Robert Stack, Michelle Wood, Mark Swindells, Yvonne Lambert-Smith, Ann Deihl SBNZ (Lydia Clark, Heidi Collins, Simon Thorp, and Ramon Thackwell) Sunday 25 th November		
	Acknowledgements: Leanne has had a baby son - Oliver; Yvonne's dad has passed away; Tom Alexander, Tony Alexander's dad, also passed away.		
	Apologies: Leanne Raffles		
	Moved: Robert Stack	Seconded: Michelle Wood	
2.	Confirmation of Minutes (4th / 5th August 2018, 9th September & 10th October 2018)		
	THAT the minutes and correspondence of the meeting 4 th / 5 th August 2018 & 9 th September 2018 be confirmed as a true and correct record.		
	Moved: Robert Stack	Seconded: Michelle Wood	
	THAT the minutes and correspondence of the meeting 9 th September 2018 be confirmed as a true and correct record.		
	Moved: Yvonne Lambert-Smith	Seconded: Michelle Wood	
	THAT the minutes of the Skype meeting 10 th October 2018 be confirmed as a true and correct record.		
	Moved: Mark Swindells	Seconded: Yvonne Lambert-Smith	
	THAT the Correspondence received 1 st August – 21 st November 2018 be confirmed as a true and correct record.		
	Moved: Michelle Wood	Seconded: Robert Stack	
3.	Business Arising From Minutes (4th / 5th August 2018)		
	12.8	Speed Records still to be put up. Records keep being broken.	Mark
	13.1	Transgender Policy still being worked on – Leanne updating	Leanne
	13.3	Roger to contact Scootering	Roger
	5.6	Christina and Lorenza Seminar has been cancelled	
	16.3	Social Media – more work required	
	16.4	50 Years. There is some uncertainty around the 50-year anniversary of NZFRS. Secretary to write to Life members to seek their input.	Leanne
3.1	Business Arising From Minutes (9th September 2018)		
	5.1	Nominations for Halberg Recognition - Leanne to update us	Leanne
	7.1	Bank Signatories - Ann & Roger to write a letter to try and get the signatories done	Ann/Roger
	9.2	World Skate - Nothing has been heard from Karen Doyle as yet	
		Australia - Concerns about where Speed Oceanias will be held	
		Roger to write a formal letter to Australia	Roger

4	Administration		
4.1	<p>Presidents Report</p> <p>Roger went to Christchurch to meet with the Roller Derby leagues at their National Champs. Was impressed with the setup. There is a problem between them belonging to WFTDA and not World Skate.</p> <p>Auckland and Christchurch Leagues are keen to meet and talk with us re World Skate and what SkateNZ can do.</p> <p>Skateboarding - Robert has made good progress with them, and they are attending our Board Meeting tomorrow, Sunday 25th November.</p>		
4.2	<p>Board Meetings</p> <p>16-17 February 2019 Booked at Sport Auckland & rooms at Epsom Motel</p> <p>16-17 March 2019 New meeting; Bruce Pulman Park. Board, 2 each from Inline, Roller and Skateboarding [Leanne to check and book please]. Two accommodation units and main conference room</p> <p>10-12 May Confirm Bruce Pulman</p> <p>16-18 August Bruce Pulman Booked</p> <p>21 -22 September AGM. Book Miramar Golf Club</p> <p>9-10 November Bruce Pulman Booked</p>		
4.3	<p>Website / Email Update</p> <p>Policies updated from 9th September meeting & revised Constitution have been uploaded to website.</p> <p>Volunteering page updated as a sub page under Contact Us.</p> <p>Committees to advise any other information that can be uploaded; announcers handbook etc.</p>		
4.4	<p>Policy Project / Management of NZ Championships</p> <ul style="list-style-type: none"> ▪ Speed Task List – with Mark Swindells & Ken Smith for comment ▪ Clubs & committees need a reminder about what events require permits. 	Notes from the Board	
4.5	<p>AGM Washup</p> <p>Club Reports – Club reports to be collated for review at February meeting.</p> <p>Honoraria – Added line to 2019 document to advise if the same or changed as requested</p> <p>Fees – Clarification due to differences in Speed & Art competition requirement. Change of wording on classes needed.</p> <p>Clubs need clarification on what the NZFRS Events are. e.g. Nationals, Areas, Regional, and Oceanias Championships and NZ Representative teams to Oceanias and Worlds</p> <p>Other – February meeting will deal with the feedback from the AGM in preparation for the Sport NZ Funding application</p>		Roger

5	Finance		
5.1	Reviewer for the 2017/2018 Financials	<p>THAT the 2017/2018 Financial Accounts be reviewed following confirmation from the AGM delegates</p> <p>Moved: Roger Boulcott Seconded: Michelle Wood CARRIED 9/9/18</p> <p>The Financial reports for 2017/2018 have been prepared by the Accountant, and are now with the Auditor for Review.</p>	
5.2	2019 NZ Speed Championships Budget	<p>THAT the budget for the 2018 New Zealand Road & Flat Track Championships be accepted</p> <p>Moved: Michelle Wood Seconded: Mark Swindells CARRIED 1/1/10</p>	
5.3	Monthly Finance Reports	<p>THAT the June / July / August / September / October 2018 Financials were presented and accepted</p> <p>Moved: Robert Stack Seconded: Mark Swindells CARRIED</p> <p>THAT we approve the payments made for July / August / September / October 2018 expenses</p> <p>Moved: Robert Stack Seconded: Yvonne Lambert-Smith CARRIED</p>	
5.4	Grant Funding	<p>17th August we were advised One Foundation Grant for Oceania not received for \$14261.00 excl GST due to insufficient funds available in the district. Board Members advised.</p> <p>THAT application be made to Pub Charity Limited for \$10217.56 (incl GST) for assistance with the 2019 New Zealand Speed Road & Flat Track Championships.</p> <p>Moved: Michelle Wood Seconded: Mark Swindells CARRIED 29/10/18</p> <p>THAT application be made to the Mainland Foundation for \$6484.05 (incl GST) for assistance with the 2019 New Zealand Speed Road & Flat Track Championships</p> <p>Moved: Michelle Wood Seconded: Mark Swindells CARRIED 29/10/18</p>	
5.5	2018/2019 Budget	<p>THAT the 2018/2019 Budget be approved as presented</p> <p>Moved: Michelle Wood Seconded: Yvonne Lambert-Smith CARRIED</p>	
5.6	2018 Artistic Oceania Championships Finance	<p>Full Income and Expenditure still to be done, but there was a loss of \$3,600 on the Oceania Championships. The loss is primarily due to the costs incurred by Drug Testing and the high cost of the Rotorua Stadium.</p>	

5.7	<p>Funding Managers Report / Handover</p> <p>Roger welcomed Barbara Colville to the meeting and thanked her for taking over the Funding Manager Role from Malcolm Busch.</p> <p>Barbara met with Malcolm on Saturday 24th before coming to the Board meeting. She has picked up a lot of paperwork and information from Malcolm.</p> <p>Two funding applications have been put in for the Speed Championships, one to Pub Charity and one to Mainland. Barbara would like to have more involvement with the Event Manager's in regards to the funding applications.</p> <p>Barbara would like to have a profile sheet for each discipline. Roger to have a look and see what he can find, and Barbara is prepared to put something together.</p> <p>All funding applications have to come to the Board before being sent on to Barbara for the funding application to be completed.</p> <p>Barbara is prepared to do all project funding applications including any that may need to be done to places like the Prime Ministers Scholarship.</p> <p>THAT we apply to HPNZ for the Coaches Scholarships to attend the Roll Art Seminar Orlando</p> <p>Moved: Yvonne Lambert-Smith Seconded: Michelle Wood</p> <p>Yvonne will be the liaison person to work with Barbara for the Orlando Seminar.</p>	<p>Roger</p> <p>Yvonne</p>
5.8	<p>Waikato / BOP Regional Assistance</p> <p>Due to previous inactivity and a change in address the Waikato / BOP Regional was closed & funds sent to the IRD without the committee being aware.</p> <p>THAT the Board will cover the Waikato / BOP Region for up to \$1500 until funds are returned from IRD and if required the Board can apply to the IRD for return of the funds through NZFRS.</p> <p>Moved: Michelle Wood Seconded: Yvonne Lambert-Smith CARRIED 23/10/18</p> <p>Ann advised that the funds were intercepted by the Westpac bank before being sent off to the IRD, but after the account had been closed. The Westpac paid the funds into the Federation's account.</p> <p>There is a need now to open a new bank account for the NZFRS Waikato/BOP Regional Committee to open a new account.</p> <p>THAT an account be opened with ANZ Bank under the name of NZFRS Wai/BOP Regional Committee account. Signatories are to be Pearl Best, Mayheur Hook and Ann Deihl, with any two to sign</p> <p>Moved: Michelle Wood Seconded: Mark Swindells CARRIED</p>	
6	<p>Health & Safety</p>	
6.1	<p>Health and Safety Event Plans</p> <ul style="list-style-type: none"> • Artistic Oceanias – Completed, distributed to Team Managers & Energy Events Manager • A draft Health and Safety Event Plan for Speed Championships has been prepared, and is awaiting final completion and sign off from Mark Swindells and Ken Smith and return it to Leanne 	<p>Mark / Ken</p>

8	Sport NZ		
8.1	Sports Business Plans IHNZ is under draft.		
8.2	Sports Reporting & Funding Allocations to date NZ Championships Allocations: Leanne to send Template to Artistic Committee for the Championship Event Report IHNZ needs to supply a report Roller Hockey – need to check if they have held their NZ Championships Once these reports are in, \$1,500 can be paid out to these Disciplines \$3,000 has been transferred to the Kids on Skate account A 50% Deposit of \$925 has been paid out for the new Database. Balance to be paid once the final set up has been completed Speed Expansion: Speed have booked a date for the Speed Tri-skate Speed Officials Subsidy: Mark showed samples of the items they are looking at for Officials uniforms. Jackets will be owned by the Speed Committee, and shirts will belong to the Officials. Mark to put the order in ASAP and have the account sent to NZFRS.		Leanne Mark
8.3	2020-2024 Funding Requirements Covered under 4.6 (Strategic Plan)		
8.4	Voices of Participants <ul style="list-style-type: none"> ▪ Suggestions Box for Speed Nationals to be set up ▪ Art Nationals & Workshop survey results – Report was completed and distributed to Board Members. To be distributed to clubs. 		Leanne/Roger Leanne
8.5	SportNZ Annual Report To be distributed to our Affiliates		Leanne
8.6	Insights Webinar Report Hold over to February Meeting		
9	World Skate		
9.1	WRG 2019 uniform Deferred to next meeting		
9.2	WRG 2019 Update <ul style="list-style-type: none"> ▪ No report has been received from Karen Doyle ▪ Accommodation – Sports requirements for accommodation is out with Sport Disciplines and due by 10 December. Secretary to follow up with all disciplines		Leanne

9.3	<p>Inline Freestyle</p> <p>Robert has made contact with Eddie Chua who is responsible for Inline Freestyle worldwide. Still waiting to hear back from him. Robert will try again to make contact them.</p> <p>We have a couple of our clubs that are interested in getting involved with this type of skating.</p>	Robert
10	Anti-Doping	
10.1	<p>Liaison Report</p> <p>Need to find out from Raewyn how often we need to do Drug Testing,</p> <p>Also need to find out what requirements we need our Officials to follow</p> <p>Athletes at this stage need to do the WADA one to go to Worlds, and the NZ one for our sport to get funding to cover the drug testing etc.</p>	
11	Artistic	
11.1	<p>2018 Oceania Championships</p> <ul style="list-style-type: none"> ▪ Team Managers report received and is with the artistic committee. <p>Secretary to reply with thanks from the Board</p> <ul style="list-style-type: none"> ▪ Waiting on the coach's report & Event Manager's Report 	Leanne
11.2	<p>2018 World Artistic Championships</p> <p>Still waiting for reports from the coach / manager</p>	
11.3	<p>2019 NZ Artistic Championships, New Plymouth, 15th – 20th July 2019</p> <ul style="list-style-type: none"> ▪ Event Manager: Michelle O'Doherty ▪ Entry Fees <ul style="list-style-type: none"> \$130 one event \$160 two or more events \$40 Club Show Skate Teams <p>Moved: Robert Stack Seconded: Mark Swindells CARRIED</p> <ul style="list-style-type: none"> • H&S Event Plan creation is in progress 	
11.4	<p>Oceania Heads of Agreement Update</p> <p>Revised and sent to Australia. Received last week with queries. Queries being reviewed.</p>	Yvonne
11.5	<p>Americas Cup Judges</p> <p>THAT Tony Alexander & Pam Peters be nominated, in that order, as judges for the Americas Cup (following the RollArt Orlando Seminar)</p> <p>Moved: Yvonne Lambert-Smith Seconded: Michelle Wood CARRIED 6/10/18</p>	
11.6	<p>2018 Artistic Nationals Survey Results</p> <p>Reviewed and discussed. Leanne to distribute to clubs.</p>	Leanne

11.7	Revised HPCC Structure for Ratification The board has received this proposal and is supportive of this change and did not see a need to ratify.	
11.8	Orlando Seminar Accreditations Judge for examination by World Skate, Pam Peters. Coaches seminars by World Skate (HPCC coaches), they have been nominated for accreditation. Seminar for skaters and domestic coaches for their own learning and own expense.	
11.9	2018/2019 Rules & Regulations World Skate updates are underway.	
11.10	Jane Reasons Resignation The Artistic Committee is going to acknowledge Jane’s contribution to our sport. The Board to write to acknowledge Jane’s contribution to our sport both at a national and international level.	Yvonne Roger
11.11	Oceania’s Uniform The Artistic Committee are preparing an EOI for the designing and production of a new Artistic Oceania uniform.	Yvonne
12	Speed	
12.1	Asian Roller Skating Championships Washup ▪ Team Manager report received This is held every two years and NZ needs to look at attending this competition more, but depends on if we get invited.	
12.2	NZ Speed Championships 2019; Palmerston North - 1st – 5th January 2019 ▪ First Aid booking issue – the quote from St Johns was nearly \$4,000 and there is no-one else we could go to. Due to pending strike actions, St Johns have turned us down. Mark informed the Board that the only difference between a person with a First Aid Certificate and St Johns is that St Johns can administer Panadol. Kyria has found a First Aider to be in attendance, along with someone to help. THAT we offer a Koha of \$600 for the two days for the First Aiders to be in attendance at the Road Championships. Moved: Mark Swindells Seconded: Yvonne Lambert-Smith CARRIED ▪ Health & Safety Plan from Health & Safety Section. Once complete, distribute to clubs, event manager, venues. ▪ Programme is being worked on and should be finished shortly	Leanne Ann
12.3	2019 NZ Roller Sports Banked Track Championships, Timaru 2nd – 3rd February 2019 ▪ Event Managers – Robert Stack and Mark Swindells Planning is under way for these Championships.	

	12.4	<p>Speed Championships:</p> <p>Speed have recommended that the Rotation for Speed Championships be on a one/one rotation between the North and South Island, and they be given to the club that comes up with the best proposal for running the championships. When Road/Flat Track is in the North Island, then Banked Tracks will be in the South Island, and when Road/Flat Track in the South Island, then Banked Tracks will be in the North Island</p> <p>Moved: Mark Swindells Seconded: Michelle Wood CARRIED</p> <p>Policy and/or Bylaws to be changed</p> <p>EOI 2020 NZ Speed Championships:</p> <p>Expressions of interest have been received, and venues are under discussion, with the final proposal being announced at the 2019 Speed Championships Closing Function.</p>	Leanne
	12.5	<p>2019 World Games</p> <p>10th December 2018 is the deadline for putting in numbers for accommodation. Indicative numbers have been given to World Skate for accommodation.</p>	
	12.6	<p>Speed Records</p> <p>Speed records will be published on the NZFRS website before the commencement of the 2019 Speed Skating Championships</p>	
13	General Business		
	13.1	<p>Roller Derby Update</p> <ul style="list-style-type: none"> ▪ Roger Christchurch Visit <p>Christchurch and Auckland Leagues are interested in establishing a National Organisation. Michelle is appointed Relationship Manager with Roller Derby</p> <ul style="list-style-type: none"> ▪ Mens Roller Derby <p>Leanne to go back to Jamie and invite him to our next meeting</p>	Leanne
	13.2	<p>Scootering Update – World Games 2019</p> <p>World Skate have accepted Scootering as a sport into the discipline of Roller Freestyle Skating. We need to seek information from World Skate as to the requirements etc. for WRG.</p> <p>An interim measure would be for them to form a Club and affiliate to us. Then NZ will need to add Scootering to our Affiliation with World Skate if they do join us.</p> <p>Roger to follow up with Kyle.</p>	Roger
	13.3	<p>Prime Ministers Scholarship Application – For Feb – Dec 2019 close 30th November – Officials</p> <p>Barbara to complete the application for Coaches to attend the Orlando Seminar in January 2019. Roger has had a discussion with HPNZ who said they would look at the application, as the information for this came in too late for the Feb – Dec 2018 Funding round.</p>	Barbara
14	Closure		
	The meeting closed at 2.20 pm. Roger thanked the Board for their input and commitment to our sport.		