

Minutes of the Board meeting of Inline Hockey New Zealand (IHNZ) held on 14 October 2017, 1:00pm at State Insurance Tower, Wellington

Present: Ivan Wood (Chair), Sue Kennedy, Mark Sutton, Alison Storey (Independent), Henry Hillind (Independent)

Apologies: Simon Lovell, Pete Shields

1. WELCOME

1.1 The Chairperson welcomed board members and set the agenda for the meeting.

2. INTERESTS REGISTER AND CONFLICTS OF INTEREST

2.1 No conflicts were declared.

3. BOARD MINUTES

3.1 The Board resolved:

Resolution: That the Board accept the minutes of the Board meeting held on 23 September 2017 as a true and accurate record of that meeting.

4. ACTION POINTS FROM PREVIOUS MEETING

4.1 The Board discussed the action points from the previous meeting held on 23 September 2017. The Board's comments on the progress of each action point are detailed in the Schedule to these minutes.

5. HEALTH AND SAFETY COMPLIANCE

5.1 The Board considered the health and safety compliance agenda item 8 from the 23 September 2017 meeting. The Board:

- (a) **Noted** that IHNZ should look to develop requirements for health and safety compliance of venues engaged to host IHNZ sanctioned events.
- (b) **Noted** its concern regarding inadequate bar barriers and that these should be addressed prior to the 2018 season.

Resolution: That the Board develop requirements for health and safety compliance of venues engaged to host IHNZ sanctioned events.

6. WORLD ROLLER GAMES SURVEY

6.1 The Board considered the survey results of the World Roller Games survey conducted by SkateNZ. The Board resolved:

Resolution: That the survey results be made available on the IHNZ website.

- (a) **Action points:**
 - (i) Survey results to be made available on the IHNZ website.

7. STRATEGIC PLANNING FOR 2018

7.1 The Board returned to agenda item 15 of the Board meeting held on 19 August 2017 regarding 2018 strategic planning. The Board:

- (a) **Noted** that it would benefit from additional consultation with New Zealand representative players regarding the strategic direction IHNZ shall take internationally for players representing New Zealand.

Resolution: That the Board consult key New Zealand representative players regarding the strategic direction for players representing New Zealand.

(b) **Action points:**

- (i) Alison to liaise with key New Zealand representative players regarding the strategic direction for players representing New Zealand.

8. IHNZ ASSOCIATION FEE

8.1 The Board considered issues with the timing and receipt of player association fees in the 2017 season. The Board:

- (a) **Noted** that fees need to be paid through to IHNZ when they are received from Members and not held by clubs.
- (b) **Noted** that fees must be paid prior to a Member playing in any IHNZ sanctioned event.
- (c) **Proposed** that payment deadlines shall be firmly enforced to avoid additional administration around the National championships.

Resolution: That the Board adhere to the above guidelines regarding fees and that payment deadlines for fees shall be firmly enforced.

9. GENERAL MANAGER RESIGNATION

9.1 Krys Beardman, volunteer General Manager of IHNZ, joined the Board by teleconference at 2:25pm to discuss her unexpected resignation received by email on 8 October 2017. Krys requested that this be effective from 20 October 2017. The Board encouraged Krys to consider her resignation for a further week before discussing it with the Board at the meeting. During the discussion, the Board:

- (a) **Confirmed** that Krys had taken the week to consider her resignation and is still of the view that she wishes to resign.
- (b) **Noted** that the Board respects and supports Krys' wishes and accepts her resignation, and that the Board wishes to recognise her long service to the Sport and the Association.
- (c) **Confirmed** that Krys is willing to work with the Association to ensure appropriate handover of the role and future structuring of the management of the Association's administration.

Resolution: That the Board accept Krys' resignation from her role as volunteer General Manager of the Association, and recognise her long service to the Sport and the Association in that role and other roles.

Resolution: That the Board liaise with the Operations team regarding how best to manage handover in the interim, including compiling an assets register.

(d) **Action points:**

- (i) Ivan to supervise the transition and liaise with Krys regarding handover of the role and Association assets and accounts.

10. NATIONALS REPORT

10.1 The Board considered the Nationals report. The Board resolved:

Resolution: That a survey be conducted of players that attended the National championships.

(a) **Action points:**

- (i) Ivan to organise a survey.

11. TIMETABLE FOR 2018

11.1 The Board resolved:

Resolution: That a draft timetable for the 2018 season be prepared for the November Board meeting.

(a) **Action points:**

- (i) Mark to organise the draft timetable.

12. FINANCIAL REPORT

12.1 The Board considered the year-to-date financial report, presented by Mark. The Board:

- (a) **Noted** that it is desirable to review the efficiency of invoicing for international trips so that it will work for players and funds are all received in advance of travel.
- (b) **Noted** that further referee training can be conducted utilising the SkateNZ grant.
- (c) **Action point:** Sue to discuss the SkateNZ grant with the Referee Committee and consider bringing in an international referee to assist with training.

13. GOOGLE ACCOUNT – OPERATIONS DOCUMENTS

13.1 The Board resolved:

Resolution: That Operations documents also be stored on the Association Google Drive for more efficient access and resources management.

(a) **Action point:**

- (i) Ivan to develop Association Google account, including email addresses.

14. GENERAL BUSINESS

14.1 **Next meeting:** The next meeting of the Board of IHNZ will be held on 18 November 2017, 1:00pm in Cambridge. Venue to be determined.

These minutes have been accepted as a true and accurate record by the Board of IHNZ.

Signed: _____
Chairperson

Date: _____