

**Minutes of the Meeting of the
Board of Fencing New Zealand Incorporated**

DATE	15 December 2024
START/FINISH	7 – 9.48 pm
LOCATION	Teams
CHAIR	David Elder
ATTENDEES	Martin Brill (Coaching Commission), Jules Congalton (Treasurer), Heather Claydon (Officiating Commission), Kate Brill (Interim President Fencing Mid-South), Elizabeth Stewart (Complaints Receipt Officer), David Elder (President FeNZ), Will Bishop (President Fencing Central), Claire Cooper (Athletes Commission), Alex Dong (President Fencing South), Peter Butler (President Fencing North), Kyle MacDonald (Selectors Commission), Rachel Wyatt (National Fencing Administrator)
APOLOGIES	Amanda, Audra, Simone

	ITEM	INFORMATION AND RESOLUTIONS	OWNER	ACTION
1	Quorum	Yes Welcome Kate Brill, Claire Cooper, and Elizabeth Stewart.	David	
2	Minutes of previous meeting	<p>Minutes of meeting 3 November 2024 – taken as read. Moved David – Seconded Kate. Accepted and carried unanimously.</p> <p>Matters Arising</p> <ul style="list-style-type: none"> • Health and Safety – Audra has resigned effective immediately due to a family issue. • Chest Protectors – Heather will do a notice before 1 February 2025. David will include in the Presidents newsletter. Clair to have copy too. • Referee Code of Conduct – In progress, completion expected by end of January. • Organisation Review Input – feedback received. Final report to Board to come. • New policies – anti-corruption, match fixing; to be uploaded asap. • Live streaming of competitions – policy needed for sharing equipment between regions. Check if Mid-South charges hire fees to other regions. • Affiliation fees – Mid-South and South to remain status quo; Central will raise fees inline with FENZ increase; North – does not charge a fee. • Coach registration – Martin to send list of coaches that were registered from November 2023; and current list, to each region. • Child Protection Policy for Coaching Accreditation – 2 versions; one only tick boxes. David to check. 		<p>Heather</p> <p>Heather</p> <p>Will</p> <p>Rachel Kate</p> <p>Jules</p> <p>Martin</p> <p>David</p>

3	Financials	<p>3.1 Financial Statements as of 31 October 2024. November still to be completed. Still a lot to be processed. Not yet complete.</p> <p>3.2 Handover. Still underway with Stephen.</p> <p>3.3 Financial Management Policy. Change wording of Clause 4.1 to state 'Treasurer', instead of 'Board'. Proposed by Jules, seconded by Will. Passed unanimously. Policy to be published to the website.</p> <p>3.4 Draft Budget 2025. To be ready for 2025 AGM. Will seek clarification regarding queries received. Working Group to clarify what 'Nomination Revenue' is.</p> <p>Coach Development budget. Look to setup budget for next 3 years.</p> <p>3.5 Outstanding debts. Documented process available. To be shared with David, and Will.</p> <p>3.6 Treasurer's report. Numbers to be added to Members ethnicity breakdown in future.</p> <p>Proposed by Jules, seconded by Peter. Accepted and carried unanimously.</p>	Jules	<p>Jules</p> <p>Rachel</p> <p>Jules/David/Stephen/Amanda/Will</p> <p>David/Martin</p> <p>Jules</p> <p>Jules</p>
4	Health and Safety	<p>No Health and Safety report, as previously discussed.</p> <ul style="list-style-type: none"> • Looking to appoint new Health and Safety Representative. No objections. • Complaints Commission. Graham Conlon resigned. David proposed to contact Board Members and seek an interim Chair, then publicly seek nominations. No objections. • 12 complaints currently. Liz has no information to respond to complainants. • Will to refer Liz to someone on the Complaints Panel. • Last Triage Committee Jules sat on was 16 August 2024. • Current complaints to be input on template to work off. 	David	<p>David</p> <p>David</p> <p>Will</p> <p>David/Liz</p>
5	Event and Operational Items	<p>5.1 2024 FIE Congress Report.</p> <p>Mr Usmanov voted as President. Stood down next day. Interim President Emmanouil Katsiadakis.</p> <p>To get a collective vote for future Presidential votes.</p> <p>5.2 Calendar Structure and Ranking Issues.</p> <p>Ranking system working again.</p> <p>Results email address not working. Short term solution to email directly to Alex Holden, cc Alex.</p>	<p>David</p> <p>Alex</p>	<p>David</p> <p>Alex</p>

		<p>The subcommittee will come up with a list of goals, with key criteria for each. Then we can confirm the structure, then design the details. Keen also to get the broader community input.</p> <p>Subcommittee is Alex, Kyle, Martin, and Will.</p> <p>Aim to have system running in parallel in last quarter of 2025. Then when finalised, take the current system offline.</p> <p>Initial report and discussion document to be brought to the Board asap.</p> <p>Presidents Newsletter to inform of review of Ranking System.</p> <p>5.3 Secondary Schools and Ranking Report.</p> <p>Recommendation that from 1 January 2025 Secondary School events are not used for ranking purposes.</p> <p>Makes the competitions more socially focussed, as discussed at the 2024 planning meeting.</p> <p>People will only be deemed 'unranked' if they do not have a Junior Ranking, Cadet Ranking, or Under 15 Ranking.</p> <p>Proposed by Will, seconded by Pete.</p> <p>Those in favour – 4. Those against – 1.</p> <p>Motion carries.</p>	Heather	Subcommittee David
6	Regional Reports	<p>6.1 Fencing North Report 6.2 Fencing Central Report 6.3 Fencing Mid-South Report</p> <p>The reports were received by the Board.</p>	Peter Will Kate	
7	Commission Reports	<p>7.1 Officiating Report 7.2 Coaching Report</p> <p>Six Coaches did not complete their assessments – 3 in Auckland, 3 in Wellington.</p> <p>Global Fencing Masters Online video courses funding is coming to an end. We need to focus on Coach Development, and its sustainability.</p> <p>David confirmed there is a Development Policy coming out prior to Christmas.</p> <p>Coaches need to complete Drug education. Heather to send Martin the link for information.</p>	Martin	David Heather

		<p>7.3 Selectors Report</p> <p>The reports were received by the Board.</p> <p>The Athletes Commission is looking at sharing with athletes regular Board updates that directly apply to the athletes. Via social media, having a representative at every national competition, email, word of mouth at clubs.</p> <p>To go into the Presidents Newsletter.</p>	Claire	David
8	Governance Issues	<p>8.1 Board Vacancies</p> <p>Fencing Central confirmed they would not ratify any recommendations put forward by a subcommittee.</p> <p>The appointment process is to be reviewed.</p>	David	David
9	Other business	<p>9.1 Application for Affiliation by a Club</p> <p>JYD Swords Fencing Club</p> <p>Proposed to be approved as an affiliated club by David, seconded by Will.</p> <p>Accepted and carried unanimously.</p>	Jules	
		Meeting closed 9.48 pm		