

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

<b>DATE</b>	13 October 2024
<b>START/FINISH</b>	7 – 9.57pm
<b>LOCATION</b>	Teams
<b>CHAIR</b>	David Elder
<b>ATTENDEES</b>	Lee Bin Tee, David Elder, Alex Dong, Peter Butler, Simone May, Heather Claydon, Jules Congalton, Martin Brill, Amanda Hopkins, Will Bishop and Jane Parrett as minute taker
<b>APOLOGIES</b>	Stephen Peterson, Zach Dodson and Kyle MacDonald

	ITEM	INFORMATION AND RESOLUTIONS	OWNER	ACTION
1	<b>Quorum</b>	Quorum was confirmed.	David	
2	<b>Minutes of previous meeting</b>	<p><b>2. Minutes of previous meeting</b></p> <ul style="list-style-type: none"> <li>Amend to add Stephen Peterson as an apology.</li> <li>Minutes proposed by David and seconded by Peter.</li> <li><b>Resolution:</b> Carried unanimously.</li> </ul> <p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li><b>5.4 Level 1 Epee Assessment</b> <b>Camp in Napier:</b> Did not meet the required 6 participants for funding, only 3 Coaches attended, of whom only one was applicable for assessment. Action to reschedule by Martin before Christmas.</li> <li><b>7.1 C Chest Protectors:</b> Heather to send information to Simone for input, to be distributed before Christmas.</li> <li><b>7.1 D Referee Code of Conduct:</b> Discussion around re-writing the code, including ramifications for non-compliance. Amanda and Heather to collaborate on this, to be completed before the 2025 season.</li> <li><b>Board Vacancies:</b> Consensus on urgency of filling Independent Director roles, with focus on technology and health &amp; safety. David and Amanda to draft roles and advertise.</li> </ul>		Jane  Martin  Heather Simone  Heather Amanda  David Amanda
3	<b>Financials</b>	<p><b>3. Financial Statements</b></p> <p><b>3.1 Treasurer's Report</b></p> <ul style="list-style-type: none"> <li>Welcome to Jules Congalton as the nominated Treasurer (observer).</li> </ul>		Lee-Bin Will

		<ul style="list-style-type: none"> <li>Stephen Peterson absent, report taken as read. Any queries to be directed via email to Stephen, copying David, Jules, and Lee Bin Tee.</li> </ul>		
4	Event and Operational monitoring	<p><b>4. Event and Operational Items</b></p> <p><b>4.1 FeNZ as Recognised Sport Organisation:</b></p> <p>The Fencing New Zealand Board approved applying to Sport NZ for Fencing New Zealand to become a Recognised National Sporting Organisation.</p> <p>The Board resolved that the President proceeds with the application.</p> <p>Moved by David, seconded by Will, carried unanimously.</p> <p><b>4.2 Selection Policy</b></p> <p>Three recommendations were considered.</p> <p>A) The Board <b>accepted</b> the Goals on which to base the Review of the Selection Policy.</p> <ul style="list-style-type: none"> <li>To provide a consistent, transparent and fair way of selecting New Zealanders eligible to represent New Zealand at International events.</li> </ul> <p>To reflect the strategic goals of Fencing New Zealand.</p> <ul style="list-style-type: none"> <li>To reflect the aims of the Fencing New Zealand Development Plan.</li> </ul> <p>Will forwarded the motion, David seconded and <b>carried unanimously</b>.</p> <p>Upon discussion, the Board resolved that the Development Plan needed to be brought to the Board's attention for consideration. Simone to resend draft to David.</p> <p><b>B) The Board discussed the two options proposed in relation to ranking points for the Secondary School Championships.</b></p> <ul style="list-style-type: none"> <li>The current system of ranking point allocation stands, awarding Under 15 and Cadet Ranking points for National Secondary School Championships, while using the National Junior (U20) rankings to seed entrants to the competition.</li> <li>No ranking points are awarded to any age group for National Secondary School Championships.</li> </ul> <p>The Board resolved that further discussion be held between the Working Group and Heather (Officiating Committee), with amended recommendation(s) to be presented to the next Board meeting.</p>	<p>David</p> <p>Working Group</p>	<p>David</p> <p>David Simone Jane</p> <p>Working Group Heather</p>

		<p>As a result of the discussion the Board <b>resolved</b> to add Heather Claydon to the Working Group.</p> <p>C) <b>The Board agreed</b> to the proposed FENZ competition calendar structure whereby:</p> <ul style="list-style-type: none"> <li>The FENZ Competition Calendar be published every year at least 4 months before the beginning of the upcoming competition season.</li> </ul> <p>Will put the motion, Amanda seconded, carried unanimously.</p> <p>The Board <b>agreed</b> that</p> <ul style="list-style-type: none"> <li>the New Zealand Open and Veteran National Championships be moved from its current October timeslot to a suitable long weekend or other time-slot earlier in the year, not before National Junior Championships.</li> </ul> <p>Amanda put the motion, Will seconded, carried unanimously.</p> <p>It was decided that the working group would discuss and recommend an annual date in consultation with Heather (Officiating Commission).</p>		Working Group
6	<b>Regional Reports</b>	<p><b>5. Regional Reports</b></p> <p>6.1 Fencing North Report The report was <b>received</b> by the Board.</p>	Peter	
7		<p><b>6. Commission Reports</b></p> <p>None received</p>		
		<p><b>7. Governance Issues</b></p> <p><b>7.1 Constitution Review and Reregistration Board Paper</b> Terms of Reference with key milestones and timeline presented. Board approved the terms of reference, timeline and \$20,000 budget. Motion put by Amanda, seconded by Will, carried unanimously.</p> <p><b>7.2 Appointment of Treasurer</b> The Board resolved to support the recommendation that Jules Congalton be appointed as the new FeNZ Treasurer. Motion put by David, seconded Lee-Bin Tee, carried unanimously.</p> <p><b>7.3 Appointment of Complaints Receipt Officer</b> The Board resolved to support the recommendation that Liz Stewart be appointed as the new FeNZ Complaints Receipt Officer. Motion put by David, seconded Amanda, carried unanimously.</p> <p><b>7.4 Athlete's Commission Nomination</b></p>	<p>Constitution Working Party</p> <p>Stephen</p> <p>Stephen</p> <p>Athletes Comm.</p>	<p>Constitution Working Party</p>

	<p>The Board <b>resolved</b> to carry this item forward to the next Board meeting.</p> <p><b>7.5 Organisational Review Recommendations</b> The document was discussed and it was agreed that Board members and Officers, in addition to Regional Committees and Commissions would provide online feedback to Will and Simone within a two week period. This would enable a document to be presented to the next Board meeting (November 3<sup>rd</sup>). Feedback received between Board pack distribution and the meeting would be tabled at the meeting.</p> <p><b>7.6 Coaching Commission Proposal</b> There was general agreement that the Club focussed approach should be supported. The Board <b>resolved</b> to feed the proposal into the Commission Review process.</p> <p><b>7.7 Health and Safety Recommendation Report</b> There was general agreement with the recommendations included in the report and the Board <b>resolved</b> to feed the report into the Commission Review process.</p>	<p>Working Group</p> <p>Martin</p> <p>Alice</p>	<p>Jane</p> <p>All</p>
	<p><b>8. Incoming Correspondence and International Items</b></p> <p>8.1 Helen Smith Nomination <b>The Board agreed to</b> nominate Helen Smith as a Member of Honor of the Oceania Fencing Confederation.</p>	<p>David</p>	<p>David</p>
	<p><b>Matters Arising: Trespass Notice and FeNZ Competition Attendance.</b></p> <p>Advice was sought from the Board in relation to a trespass Order on a FeNZ affiliated member.</p> <p>It was agreed that the Venue owner, OR legal occupant (for example, rent or lease) can issue a trespass notice. Provided it has been issued correctly, a club CAN issue a trespass notice.</p> <p>Entitlement to Enter an Event Under Clause 7.1.1 all members are entitled to participate in events and activities of Fencing NZ. That can only be revoked if there is a Breach by Individual Member following an investigation (Constitution 3.10 and 8.3), that prevents them being able to enter – e.g. they are banned from tournaments or have had their membership revoked.</p> <p>Therefore, if an affiliated member of FeNZ, who FeNZ has not received a formal complaint about is seeking to attend an event, they have a right to attend.</p> <p><b>Opinion</b> If the choice of venue prevents that, then the Event should be moved to another venue.</p>	<p>Lee-Bin</p>	

		<b>The Board agreed with this summation.</b>		
		<b>Meeting closed 9.57pm</b>		

