

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

<b>DATE</b>	Sunday 11 February 2024
<b>START/FINISH</b>	7.00 pm – 8.41 pm
<b>LOCATION</b>	Teams
<b>CHAIR</b>	Stephen Peterson (Treasurer)
<b>ATTENDEES</b>	David Elder (FeNZ President), Amanda Hopkins (Secretary General), Heather Claydon (Officiating Commission), Kyle MacDonald (Selectors Commission) Stephen Peterson (Treasurer), Peter Butler (FeNZ North President), Nicole Martin (FeNZ Central President), Sam Parish (Fencing South President), Lee-Bin Tee (Mid-South President), Judit Fitzar (Coaching Commission), Alice Coran (Health and Safety), and Jane Parrett as minute taker.
<b>APOLOGIES</b>	Simone May (Development Director) for lateness, Martin Brill (Coaching Commission), Hanna Choi (Athletes Commission)

	ITEM	INFORMATION AND RESOLUTIONS	OWNER	ACTION
1	<b>Quorum</b>	Confirmed.	David	
2	<b>Minutes of previous meeting</b>	<p>2.1 Minutes of meeting 10 December – Column amendment required regarding Health and Safety and then <b>Confirmed and passed unanimously</b>.</p> <p>Matters Arising:</p> <ul style="list-style-type: none"> <li>Jane to distribute minutes from discussion with Robert Gastaldo-Brac and refer any issues relevant to Commissions, Board Exec</li> <li>No negative feedback regarding price increases aside from misunderstandings</li> <li>North Island Champs support package awaiting two vital components of information. Need to distribute as soon as possible, including an explanation regarding the location of event.</li> </ul>	Jane  Jane	
3	<b>Financials</b>	<p><b>3.1 Financial Report</b> – the Board received the report. Stephen moved and David seconded.</p> <p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>Clarify the profit and loss statement under Contributed Services – balance of \$250</li> <li>Clarification required of what the term affiliation means and represents, and subsequent inclusion in the constitution. Task to be added to the Trello Board under the Constitution heading.</li> </ul>	Stephen	Stephen
4	<b>Special Event</b>	<p><b>4.1 Junior and Cadet Commonwealth Fencing Championships</b></p> <p>Reports taken as read.</p> <p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>FeNZ has started purchasing international flights and signed a contract for accommodation for referees.</li> <li>Awaiting response regarding refund from STAC</li> <li>Require a Floor Manager for the duration of the event – suggestion was Stephen or David? Also a Health and Safety Manager (does not have to be a Fencer).</li> <li>Request that each Region appoint someone to assist with sponsorships and grants, additional to the Christchurch Team.</li> </ul>	Lee-Bin Tee	Lee-Bin Tee  Regional Presidents

		<ul style="list-style-type: none"> <li>Economics of purchasing Modular pistes in terms of longevity was discussed, however countered by being more difficult to transport and store.</li> </ul>		
5	<b>Event and Operational monitoring</b>	<p>5. Event and Operational Items <a href="https://trello.com/b/fAIQj0X8">https://trello.com/b/fAIQj0X8</a></p> <p>5.1 FeNZ and International Events Calendar The standing item was received.</p> <p>5.2 Strategy for Team Selections for Junior and Cadet Commonwealth Fencing Championships</p> <ul style="list-style-type: none"> <li>The Board <b>resolved</b> to provide the directive to the Selectors Committee that they maximise NZ selections for the Junior and Cadet Commonwealth Fencing Championships bearing in mind that the Fencers selected need to have demonstrated adequate levels of performance.</li> <li>Maximising Teams participation was dependent upon on an up and coming ruling expected from CFF.</li> </ul> <p>5.3 Australian and Oceania Teams' events – Women's foil – refusal to fence</p> <ul style="list-style-type: none"> <li>Amanda highlighted a recent issue around two NZ competitors in an Australian Competition refusing to fence in the teams event for which they had been selected. It was decided that Amanda would initiate the new Complaints and Disputes process for the national team selection incident. It was also suggested that the Code of Conduct be updated to prevent a future recurrence of said incidence.</li> </ul> <p>Matters Arising: none</p>	Amanda  Amanda	Selectors Committee  Amanda
6	<b>Regional Reports</b>	<p><b>6. Regional Reports taken as read.</b></p> <p>6.1 Fencing North Regional Report 6.2 Fencing Mid-South Regional Report 6.3 Supplementary Report – Fencing South</p> <p>Matters Arising: none</p>	Peter Lee-Bin Tee Sam	
7		<p><b>7. Board Papers Requiring Decisions</b></p> <p>7.1 Submissions on the Disputes, Complaints and Dispute Resolution Policy</p> <p>The urgent Triage Committee's work on the first complaint lodged has highlighted some items that require immediate Board consideration and approval. Subsequently the Board <b>endorsed</b> the following:</p> <ol style="list-style-type: none"> <li>As part of simplifying the Disputes and Complaints process FeNZ recruits members to a Panel, from which appropriate Triage or Disciplinary committee members can be appointed by the Board</li> <li>FeNZ immediately seeks expressions of interest from members to join the Panel.</li> <li>Until the Formal Panel has been established, the Board agrees to amend the terms of reference of the Triage Committee to enable them to manage new complaints subject to there being no actual or perceived conflict.</li> </ol>	Stephen	

4. That FeNZ publishes the names of Triage Committee as Panel Members on the FeNZ Website together with relevant qualifications and context.

Stephen indicated that the publication of the new Policy appears to have overcome the concerns of not feeling safe and that the process will result in an outcome. This confidence is a positive development.

**Board Resolutions**

Under the Fencing NZ Constitution the Board **resolved** that:

1. The following six individuals would be appointed to an interim Triage Committee.
  - Alice Corrin (FeNZ Board member, Occupational Therapist and Health and Safety representative)
  - Fiona Connell (Endometriosis NZ governance experience (board member). Dhb experience of bullying and harassment complaint processes. Gynaecologist with clinical experience managing sexual trauma.)
  - Graham Conlon (Teacher, Feilding Sabre Fencing Club head coach, Union Rep, Priest)
  - Megan Ball (Barrister, has supported the development of Disputes and Complaints Process, Joel Ball-La-Hood's mum)
  - Stephen Peterson (Entrepreneur, Fencer, FeNZ Board member)
  - Stephen Sowerby (Chemist, Entrepreneur, Fencer - Dunedin)
2. That the Interim Triage Committee supersedes and replaces the urgent Triage Committee.
3. That this Interim Triage Committee's term will expire the sooner of the date of the next Board meeting following Fencing NZ responses to an expression of interest close or three months.
4. That the Interim Triage Committee members will decide autonomously how best to proceed in addressing this complaint, guided by the constitution and draft disputes and complaints policy. And, if any member of the interim Triage Committee believes they have a perceived or actual conflict in respect of a complaint they will recuse themselves from voting on any decision that the committee makes in respect of that complaint.

Moved by David Elder, seconded by Amanda Hopkins and passed unanimously.

Matters arising: There was brief discussion about how feedback was to be incorporated and would there be another round of consultation. It was agreed where practicable feedback would be incorporated, however there would not be a further round of consultation, recognising that a Policy was a living document and would be reviewed on a basis set by the Board.

7.2 Outline for the Annual General Meeting

The Board was informed the outline for the AGM.

- No general business
- The Board has put forward the recommendation of life Membership of Victoria Lamb (full name confirmed by registration form)
- No elections

Amanda

		<ul style="list-style-type: none"> <li>• Stephen is required to produce a financial report for the previous financial year</li> <li>• David is required to produce a Presidents Report for the previous year</li> <li>• The Agenda needs to be finalised on 21 February for distribution.</li> </ul> <p>7.3 FIE Exams – Draft Policy</p> <p>Board feedback was sought in two areas including;</p> <ol style="list-style-type: none"> <li>1. Does the Board want to pay for Referee FIE Registrations</li> <li>2. Is the Board satisfied with Permanent Residence (as opposed to NZ citizen) being a requirement in the Policy.</li> </ol> <p>The Board indicated their satisfaction with paying the FIE registration when coaches were supporting New Zealand Fencers and that Permanent Residency, as opposed to NZ Citizenship was adequate.</p>	Heather	David Amanda/ Jane
9	<b>Governance</b>	<p>8. Governance Issues</p> <p>8.1 Date and Proposal for Annual Planning forum</p> <p>The date of 4 May was set for the Annual Planning Forum.</p> <p>For smaller agenda item changes, please contact Stephen Peterson directly with suggestions.</p> <p>There was discussion around holding it in Auckland versus Wellington. Stephen to work up a simple budget to ascertain costs. To enable an accurate budget to be produced please can Regional Presidents indicate who the movers and shakers are for their regions and put them forward to Stephen as participants.</p>	Stephen	All  Regional Presidents
10	<b>Other Business</b>	<p>9. Other Business including disputes and international correspondence and issues</p> <p>9.1 FeNZ 2023 FIE Congress Report</p> <p>The report was received.</p> <p>Matters Arising: None</p>	David	
		Board meeting closed 8.41pm		

NEXT MEETING – AGM 17 March. Invitation to be issued by Secretary General