

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

<b>DATE</b>	4 August 2024
<b>START/FINISH</b>	7 – 8.50 pm
<b>LOCATION</b>	Teams
<b>CHAIR</b>	Stephen Peterson
<b>ATTENDEES</b>	Stephen Peterson (Treasurer), Kyle MacDonald (Selectors Commission), Amanda Hopkins (Secretary General), David Elder President FeNZ), Will Bishop (President Fencing Central), Peter Butler (President Fencing North), Lee-Bin Tee, Simone May (Development Officer), Heather Calydon (Officiating Commission), Alex Dong (President Fencing South) and Jane Parrett – minute taker.
<b>APOLOGIES</b>	Alice Corin (Health and Safety Commission)

	<b>ITEM</b>	<b>INFORMATION AND RESOLUTIONS</b>	<b>OWNER</b>	<b>ACTION</b>
1	<b>Quorum</b>	. Yes	David	
2	<b>Minutes of previous meeting</b>	<b>2. Minutes of meeting 9 June 2024 – taken as read.</b>  Accepted and carried unanimously.	David	
3	<b>Financials</b>	<b>3. Financial Statements</b>  3.1 Treasurers report moved by Stephen, seconded Amanda. Carried unanimously. Matters arising – none.	Stephen	
4	<b>Commonwealths</b>	<b>4. Junior and Cadet Commonwealth Fencing Championships</b>  4.1 Pro Forma Financials report. Additional transactions to be finalised in the accounts.  4.2 FeNZ CJCFC24 – Broadcast Funding Agreement. The Board received the information and agreed to the terms as stated in the Memo.  4.3 Verbal Update – A thank you volunteer afternoon tea was held Sunday 4 August attended by 18 people. Some equipment mix ups getting gear returned to home grounds. Positive feedback received from the UK. David Elder expressed a big thank you to all, and particularly Lee-Bin Tee and Leasa Ogilvie.		

5	Event and Operational monitoring	<p><b>5. Event and Operational Items</b> <a href="https://trello.com/b/fAlOjOX8">https://trello.com/b/fAlOjOX8</a></p> <p>5.1 Future Event Planning. There was a call for clarity from Commonwealth and Oceanic Federations for dates of significant events integrated into the Fencing New Zealand Calendar. Dates to be fed to the Officiating Committee for publication.</p> <p>5.2 Rankings Review. Will outlined the reasons for presenting his report. The Board unanimously agreed that it was open to a change in the ranking system. It was also acknowledged that this needed to occur within the context of the Selection Policy, Development Plan and consideration of IT system impacts. Will to provide a recommendation on Ranking System direction when these items has been sufficiently progressed.</p> <p>5.3 TAB Betting. Stephen outlined the report was specifically connected to the Olympics and was now too late to consider. However, after discussion it was put forward that the Board progress in negotiations with the TAB for something that is appropriate for Fencing New Zealand’s context (eg no betting on domestic events or youth events). A majority of 5 votes was recorded with a request from Lee-Bin to record her vote being against.</p> <p>5.4 Meeting Length. It was agreed that the Board would add an extra meeting for September to help get through the backlog of items. It was also agreed that the next two Board meetings (September and October) would be scheduled for 2 hours. Further discussion highlighted the need for a standardised reporting format highlighting issues, pros and cons followed by a considered recommendation.</p> <p>Action – to consider busy periods of the Fencing Calendar year when setting the 2025 Board meeting dates.</p> <p>5.5 Selection Policy Review paper – carried forward to September meeting.</p> <p>5.6 National Administrator role. The Board agreed to delegate authority to any two of the President, Secretary General and Treasurer to negotiate with the National Administrator, a new fixed term contract with a term(s) to December 2025 with a reasonable adjustment to rate and option to purchase more time at an amount not to exceed \$18K per year.</p> <p>5.7 Gear Distribution memo – carried forward to September meeting.</p> <p>5.8 Gear Allocation - carried forward to September meeting.</p> <p>5.9 Insurance Renewal. Stephen highlighted the changes in premium costs were mostly due to increase in the value of equipment held, and additional cover provided to clubs and coaches. The information was received and the insurance recovery invoices noted. National Administrator to send out Regional Invoices. Treasurer to create a communication to members on what insurance will cover and when.</p>		<p>Stephen Peterson or incoming Treasurer</p> <p>National Administrator</p> <p>President Treasurer Sec General</p> <p>National Administrator/&amp; Treasurer</p>
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6	<b>Regional Reports</b>	<b>6. Regional Reports</b> 6.1 Fencing Central Report – carried forward to September meeting.		
7		<b>7. Commission Reports</b> 7.1 Officiating Report – carried forward to September meeting, 7.2 Health and Safety Report – carried forward to September meeting. 7.3 Complaints Board Report August. The report was received.		
		<b>8. Governance Issues</b>  8.1 Constitutional Administrative Amendment Resolution. The Board has now completed the process as suggested by MBIE to resolve the non-publication of the Constitutional changes made in response to the 2019 request from Drug Free Sport NZ. In accepting the proposed resolution be MBIE the Board has highlighted the issue to Members and invited feedback regarding any material concerns with the Constitution that contains the changes from 2019. The Board discussed the feedback which indicated no need to run a special general meeting for additional ratification. Subsequently the Board will now write a letter to MBIE confirming the above steps were taken (assessment, Board discussion, publication to members and consideration of feedback). The matter will then be closed.  8.2 Commission Review Update. Will and Simone will distribute a draft document in approximately 3 weeks. When considered the Board will determine if additional connective pieces of work are needed to support the work undertaken.  8.3 Notice of Stand Down of Treasurer. Stephen Peterson’s resignation was accepted. It was agreed that an Expression of Interest be circulated to membership in order for the board to appoint a new Treasurer. The Board thanked Stephen for his significant contributions.  8.4 Board Vacancies and Commission Vacancies – carried forward to September meeting.  8.5 Constitution Update. Amanda outlined briefly Grant Twedde’s report and indicated the sub-committee looking at the Constitution would follow a simplified version of the suggested process.		Amanda   Will Simone   Amanda   Amanda
		<b>Meeting closed 8.50 pm</b>		