

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

<b>DATE</b>	28 April 2025
<b>START/FINISH</b>	7 – 8.47 pm
<b>LOCATION</b>	Teams
<b>CHAIR</b>	David Elder
<b>ATTENDEES</b>	David Elder (President FeNZ), Jules Congalton (Treasurer), Hamish Clarke (representing President Fencing Mid-South), Will Bishop (Fencing Central), Grant Tweedle (Independent Board Member), Peter Butler (President Fencing North), Kate Brill (Independent Board Member), Simone May (National Development Director), Rachel Wyatt (National Fencing Administrator)
<b>APOLOGIES</b>	Amanda Hopkins (Secretary), Heather Claydon (Officiating Commission), Kyle MacDonald (Selectors Commission)

	<b>ITEM</b>	<b>INFORMATION AND RESOLUTIONS</b>	<b>OWNER</b>	<b>ACTION</b>
1	<b>Meeting Purpose</b>	This meeting was called specifically to focus on two issues: <ul style="list-style-type: none"> <li>• The Constitution Review</li> <li>• The Selection Policy Review</li> </ul>		
2	<b>Quorum</b>	Yes	David	
3	<b>Minutes</b>	The review of the previous Minutes were postponed to the next full Board Meeting		
4	<b>Constitution review</b>	<p>Committee is Grant, Amanda, Peter, Jules and Stephen.</p> <p>The committee was established in October 2024 primarily to work out how to meet the new Incorporated Societies requirements.</p> <p>Our focus has been updating the national &amp; regional constitutions and providing some guidance to clubs on a club constitution for their use.</p> <p>We're making best endeavours to provide constitutions that will meet requirements, and then it's up to the national, regional and club executives to progress that through special general meetings.</p> <p>Been going through a process of consultation; propose further consultation with exposure drafts.</p> <p>Couple of points:</p> <ul style="list-style-type: none"> <li>• We're producing a regional template for use, which allows the regions to make amendments, if it still meets the core requirements. The current constitution defines a regions basic responsibilities and obligations; they should fundamentally remain the same.</li> <li>• We're also providing a club constitution for use. Those clubs that choose not to use the template will need to be recognised by Fencing NZ, and their region, so there will be requirements they need to meet.</li> </ul> <p>Changes have been made to our original recommendations, as a result of feedback.</p>	Grant	

With the Boards agreement, we are proposing:

- to use the Sport New Zealand draught templates and develop exposure draughts of the Constitution.
- In June, bring that to the Board with the intent that the Board and the Regional Executives then take the next month to consider that exposure draught and come back with any comments they might have. We'll then provide final draught constitutions for approval.
- In August, we'll hold a special general meeting for consideration and approval.

Current actions:

- For Secretary General to commission a legal advisor to support this process. \$20,000 in budget allocated to this process.
- Regional Presidents to circulate this report to their executives for discussion.
- Amanda to publish the report on the Fencing NZ website.
- Propose August meeting be moved out by a week to allow a little more time.

Discussion points:

- Section 4 asked whether we retain the current structure of one National Sport Organisation, and 4x Regional Sport Organisations. The result was 33% agree, 33% disagree, and 33% undecided. That's inconclusive.
  - Committee recommends status quo.
  - The **Board agreed with unanimous support for the status quo.**
- Changing four-year term of elected positions to a three-year term.
  - Current four-year term was based on Olympic terms.
  - Three-year term is based on a shorter term being more attractive to volunteers.
  - Treasurer to be added to the executive roles.
  - Proposal the **Board agrees a transitional arrangement for voted member terms moving from the old constitution to the new constitution.**
- Composition of Regional Executives – states President, Secretary, Treasurer, 2 Independent Board members, and an Athletes Representative.
  - Requirement is for a President, Secretary, and Treasurer.
  - Regions can propose establishment of their own executives, e.g. North has a Tournament Controller.
- Suggestion to have a requirement for Clubs to have a coach registered with the coaching Commission.
  - Suggest adding it to your rules rather than writing it into the Constitution.

Amanda

Regional  
President's  
Amanda

Committee

		<ul style="list-style-type: none"> <li>○ If a group of veterans decide to form a club, do they really require a coach?</li> <li>○ The important thing is that you're covered by your health and safety policy, welfare policies, and complaints policies.</li> </ul> <ul style="list-style-type: none"> <li>● Recommendation that clubs renew their membership every year; but the process for becoming an affiliated club seems to be very loose. <ul style="list-style-type: none"> <li>○ The Board needs to create an affiliation membership form for clubs to complete and send in with their constitutions with an agreement to abide by Fencing NZ rules.</li> </ul> </li> <li>● Page 5, 2<sup>nd</sup> paragraph: Regional management committees invite any other clubs that are not currently affiliated clubs to become corporate members of the national body and the region. <ul style="list-style-type: none"> <li>○ Basically, the regions should invite any clubs that currently aren't affiliated to apply for membership. We've got a number of clubs that aren't currently affiliated members.</li> </ul> </li> <li>● Is the free membership catered for? <ul style="list-style-type: none"> <li>○ Non-financial members create a free membership type within the associate member category open to non-fencing volunteers and officials.</li> <li>○ No voting rights.</li> </ul> </li> </ul> <p>Grant made a motion that the Board accepted all the recommendations made in the paper.</p> <p>Moved Grant – Seconded Will.</p> <p><b>Accepted and carried unanimously.</b></p> <p>Unsure if \$20,000 will cover the legal costs. The lawyer found drafted the Sport New Zealand templates as a sports lawyer with a background in, and working with Incorporated Society's. So, they're very well qualified to provide advice. Amanda and Stephen have been doing work with the Constitution and overlaying it into the Sport NZ templates. Hopefully then the lawyer is just performing more of a quality assurance role.</p> <p>One issue to flag is if we apply for over \$50,000 in Sport NZ funding, they have a diversity and inclusion requirement where 40% of the Board need to be female/male.</p> <p>Thank you to the committee who have put such an amazing amount of work, it's a huge piece of work and it is absolutely essential.</p>	Board	
5	<b>Selection policy</b>	<p>Selection committee needs to come up with a proposal to review and discuss with the Board, and a case as to the reason it is being proposed.</p> <p>Recommended timeline to be included in a cover paper submitted with the substantive policy. It is then the Boards decision.</p> <p>One of the issues raised previously is the Selection policy is closely linked with the Ranking system. But the ranking system is being reviewed.</p>	Will	

		<ul style="list-style-type: none"> <li>○ The Policy has been designed to work with both the current ranking system, and any new ranking system adopted by Fencing NZ.</li> </ul> <p>Is there a risk of the Top Four fencers within the ranking system, being the ones selected, meaning they are able to earn the most points, which then pushes their points higher and more out of reach for other Fencers to compete with?</p> <ul style="list-style-type: none"> <li>○ Our current top 4 fencers aren't nominating for events.</li> <li>○ This Selection policy has been written to try and allow more people to go to events.</li> </ul> <p>At a minimum, we need to understand which domestic and international competitions would attract ranking points.</p> <p>Current timeline:          Selection Policy working group meeting next week.          Draft Selection Policy to be circulated to the Board by 18 May.          Board decision on Policy at the next Board meeting, 8 June.</p>		
		<p><b>Meeting closed 9.39 pm</b></p>		

DRAFT