



Fencing New Zealand

(Fencing New Zealand Incorporated)

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

DATE	Sunday 3 March 2019
START/FINISH	7.00 pm until 9.12 pm
LOCATION	Skype
CHAIR	Mark Rance
ATTENDEES	Mark Rance (Chairman), Amanda Hopkins (Sec.General), Richard Johnstone, Vicci Lamb, Kyle Macdonald, Vanda Symon, Steve Martin, David Elder, Alice Boyd
APOLOGIES	Dave Barson, Nicola Shackleton, Steve Clarke

	ITEM	ACTION	OWNER	DU E
1.	Quorum	Confirmed.		
2	Previous Minutes	<p>3 February 2019 MOVED as a true and accurate record Amanda/Richard</p> <p style="text-align: right;">Carried</p> <p>Actions reviewed</p> <ul style="list-style-type: none"> Membership categories – spreadsheet entry to be finalised for clubs and schools Outstanding issue with unique email address – possibility to create a family membership – Steve to follow up Regional levies to be finalised – Action for Vicci, Dave, Richard and Vanda Nominations for Long List Tokyo to be posted National Development Programme – written progress update end March Post general expression of interest for involvement in Commissions – follow up with Dave B, Nicola, Alice, Kyle Head knock protocol – paper provided by Neil to be reviewed 	<p>Dave/Oliver</p> <p>Steve M</p> <p>Amanda</p> <p>Steve CAmanda Richard</p>	
3	Financial Report	<p>Financial Report received.</p> <p>Outgoings exceeded income, but affiliation fees will be incoming over the next few months.</p> <p>It was agreed to include affiliation PayPal account in financial report.</p> <p>Accounts prepared for AGM to be reviewed.</p> <p>Insurance – discussed renewal of liability and property policies from July 1st; question is whether we extend to include clubs or to provide a mechanism for clubs to access favourably priced liability insurance (including public and statutory liability – which includes liability of officers of clubs) and material damage. Richard to approach Marsh for pricing and Richard to provide email for Presidents to send to clubs regarding policy wording and recommended insurance cover.</p>	<p>Amanda/Mark</p> <p>Richard</p>	
4	Health & Safety	Incident Reports -		

		Report from Mid South regarding a fencer who tripped backwards and hit head on power socket. As the end of the pistes are close to the wall at this venue, care will be taken in future regarding protruding objects. Fencer recovered and fenced the following day after receiving medical clearance. Richard to copy incident report to Neil/Amanda		
5	Membership categories	<ul style="list-style-type: none"> Regional levies to be finalised – Action for Vicci, Dave, Richard and Vanda Spreadsheet for clubs and schools to enable download into Membership system to be finalised 	Dave E/Oliver	
6	Competitions	<p>6.1 Women fencing in Men's national events – panel has not reached consensus on this. Trial ended at end 2018. Mark to clarify the focus of the panel and if no consensus is reached, the board will consider the panel members' opinions and vote on the issue.</p> <p>Mark Rance has sought input from FIE Women in Fencing Council head Helen Smith and the head New Zealand Women in Sport CEO.</p> <p>6.2 Asian Championships – nominations have been received and selections will be available later in week for sign off by board prior to posting.</p> <p>6.3 Tokyo 2020 Olympics – Call for nominations for Long list to be posted.</p> <p>6.4 World University Games – Have discussed with the NZ team organisers the one nomination outstanding. The NZ selection criteria has not been met. Have requested if the fencer can receive a dispensation to attend the games. The organisers suggested that this event was a stepping stone and that the selection criteria should be flexible to ensure that promising fencers are not shut out from the event. However, given the shortage of accommodation and the restrictions on the team, the organisers will come back regarding our nomination.</p> <p>6.5 Australian National U15/Cadet review – discussed the recommendations from the panel set up to review the event and manager feedback in 2018. Issues with the tour in 2018 included the difficulties posed by the small and restricted venue, the accommodation, the meal times, escorting fencers to the venue, fencers participating in too many events, fencers arriving at various times during the tour. The Board accepted the recommendations and the team in 2019 will be a fully managed team with a ratio of 1 to 10 fencers of manager and coaches. Fencers, coaches and manager will be required to stay at the same venue. The venue will remain the same so access and space difficulties will have to be managed. The Manager will investigate accommodation options. Selection criteria will remain the same but this will be reviewed for 2020.</p> <p>Call for nominations for Manager and Coaches to be posted online.</p>	Commission heads Kyle/ Amanda Amanda Amanda Amanda	
7	National Development Programme	Steve Clarke to provide a written report at end March	Steve C	
8	Commissions	Reports received. Call for general expressions of interest to be involved in the commissions to be posted online. Commission heads to follow up.	Amanda/ Commissions	
9	Regional reports	Reports received.		
10	Website	Discussed the development site – the mechanics of the Joomla system are there but the presentation of the site needs attention in addition to the content. Agreed to appoint Hulabaloo to review the Joomla system as it is at present and to recommend either a revamp/rebuild or to start with a fresh template. Richard to report back. Subcommittee to review menu map and content – Steve M, Richard, Mark, Amanda, Dave. Amanda to review the content that should be transferred from old site.	Steve M/Richard/Mark/Amanda/Dave	
10	Other Business	<ul style="list-style-type: none"> FIE Equipment distribution – Amanda to put together a combined list of the equipment from 2017 and 2018. Amanda/Mark to review by end of week and 	Mark/Amanda	

		<p>allocate to regions.</p> <ul style="list-style-type: none"> • Strategy Session – 23 February, Auckland – Fiona Taylor from Business365 led a well-received session and has provided draft output. Feedback by 7th March and publish output 14th March. • AGM 17th March – notice to be sent – regional secretaries or presidents to organise venues for Skype call. 	<p>All</p> <p>Amanda</p>	
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Meeting concluded 9.12 pm. Next Meeting: 7th April