

MINUTES (in Review)

VNZ BOARD MEETING



Name:	Volleyball New Zealand
Date:	Wednesday, 29 January 2020
Time:	7:00 PM to 9:25 PM
Location:	Genesis Energy building & Skype, 660 Great South Road, Ellerslie (Opposite One Tree Hill College) Skype via Shaun's link provided in email
Board Members:	Donna Milne, Jock Murley, Lucy Pomeroy, Shaun Goldsbury, Vonnice Christian, Lauren Fleury, Jud Hadfield
Attendees:	Toni-Maree Carnie

1. Agenda

1.1 Welcome

All those present welcomed to first VNZ Board meeting for 2020. No additional general business items tabled.

1.2 Confirm Minutes

VNZ board meeting -in person Auckland 23 Nov 2019, the minutes were confirmed as presented.

The was one matter arising from the minutes, that of confirming details of the VNZ awards to TT and JM (TT to be awarded 15 March and JM the 3 April).

1.3 Register of interest

Noted LF added interests to register as discussed at November meeting. No other new interests tabled.

1.4 Action Item List

The Board noted the current action list as outlined in the agenda, in particular that a number of FRAC actions will be addressed at the first FRAC meeting for the year.

2. Board work

2.1 Board workplan

LP thanked the Board for their feedback on the draft Board work plan and the summary table of this feedback and the related responses was noted. It was agreed that potential actions within the summary responses would be moved to the Board action list. It was noted that discussions are ongoing about Board member portfolios related to the work plan which will support implementation.

TM provided comment on VNZ's current environmental policy and practice, noting such considerations are embedded throughout management and operations activities - on this basis the Board agreed that further discussion will be through the next strategic planning cycle.



2020 Board Work Plan

The Board approved the 2020 Board Work Plan, with minor changes to include additional AGM item in June and Insurance review moved to Q4 prior to annual renewal in February.

Decision Date: 29 Jan 2020
Mover: Donna Milne
Seconded: Shaun Goldsbury
Outcome: Approved



Board meeting dates Q1/Q2

The following Board meeting dates for Q1 and Q2 2020 were confirmed: 29 Feb (in person, meeting end 2.30pm), 25 March (online), 29 April (online), 27 May (online) and 27 June (in person, full day).

Decision Date: 29 Jan 2020
Mover: Lucy Pomeroy
Seconded: Jud Hadfield
Outcome: Approved



Finalise 2020 Board Work Plan

Finalise 2020 Board Work Plan, noting integration of FRAC workplan pending.

Due Date: 22 Feb 2020
Owner: Lucy Pomeroy



Items for CE report

CE report template to include updates related to Association partnerships and capability, new sponsors or investors and H&S (including staff wellness).

Due Date: 21 Feb 2020
Owner: Toni-Maree Carnie



Organisational structure overview

Overview of current organisational structure including all staff (permanent, temporary or contract), volunteer positions and management committees.

Due Date: 17 Mar 2020
Owner: Toni-Maree Carnie



VNZ Board budget

To liaise with CE about transparency of Board costs within draft budget for next financial year.

Due Date: 1 Apr 2020
Owner: Donna Milne



Grant reporting

FRAC to make recommendation about visibility of grant applications/success.

Due Date: 21 Apr 2020
Owner: Jud Hadfield

2.2 Financials



October 2019 financials ratified

The Board ratified the December 2019 online approval of the financials for the month of October 2019.

Decision Date: 29 Jan 2020
Mover: Jud Hadfield
Seconder: Vonnie Christian
Outcome: Approved



November 2019 and December 2019 financials

The Board approved the financials for the months of November 2019 and December 2019.

Decision Date: 29 Jan 2020
Mover: Jud Hadfield
Seconder: Vonnie Christian
Outcome: Approved

The Board noted the following points - continued strong financial performance of VNZ, salaries are split monthly in the budget but paid fortnightly, all players with funds owing are on a payment plan, further discussion was required about how best to apply surplus funds with respect to reserves and strategic initiatives.



Budget recommendations

Recommendations to be made about the allocation of surplus funds for the current FY.

Due Date: 21 Feb 2020
Owner: Toni-Maree Carnie



Accounts receivable risk

FRAC to advise on acceptable level of risk for accounts receivable.

Due Date: 17 Mar 2020
Owner: Jud Hadfield

The Board discussed the updated FRAC charter, in particular that the compliance and risk objectives remain tightly scoped around finance, FRAC appointments to be made along with other Board appointments at the first meeting following the AGM, composition to be not less than three Board members, and other attendees not excluded but by invitation only.



FRAC Charter

FRAC Charter approved, subject to minor changes as per Board discussion.

Decision Date: 29 Jan 2020
Mover: Shaun Goldsbury
Seconder: Jock Murley
Outcome: Approved



Finalise FRAC Charter

FRAC Charter to be finalised with consideration to the points raised during Board discussion.

Due Date: 21 Feb 2020
Owner: Jud Hadfield



FRAC appointments

DM and VC approved as FRAC members (along with JH who was appointed in November 2019).

Decision Date: 29 Jan 2020
Mover: Lucy Pomeroy
Seconded: Shaun Goldsbury
Outcome: Approved

2.3 Membership



2020 Membership fees

The Board approved the 2020 membership fees to be set the same as 2019 fees; with communication of the 2020 fees also being an opportunity for key messages related to the wider context of the current membership project.

Decision Date: 29 Jan 2020
Mover: Donna Milne
Seconded: Vonnie Christian
Outcome: Approved

The Board noted the membership policy project plan; with this being an internal planning document TM confirmed the external facing communications will be developed based on current discussions ready for the planned mid-year consultation.

The Board discussed the document *Membership Model - Board points for consideration* outlining the background, role of the Board, Model principles and objectives. Recommendations included giving greater visibility to the VNZ values being the foundation for the principles, minor refinements to the objectives and further describing member benefits and value.



2021 Membership fee recommendations

LP to request all members provide recommendations on the potential fee structure for 2021 to inform discussions at the February Board meeting.

Due Date: 15 Feb 2020
Owner: Lucy Pomeroy

The VNZ letter to schools about Sporty was noted.

2.4 Health & Safety

The Board received the H&S update contained in the Junior event reports.

The Board discussed the coronavirus and potential impact on VNZ members and business, in particular the planned Continental Cup events in China mid-June and the Junior Women's tour to China at the end of June. The back up plan for the Junior Women is to attend the USA High Performance Champs. The Board discussed both wellness and financial considerations and agreed to adopt a watch and wait approach with TM to remain in close contact with the teams, travel agent and MFAT.

3. Management update

3.1 CE report

The Board received and discussed the January CE's report with all in agreement that the new structure of the report was clear and appropriate. The Board requested clarification as to how the VNZ Way work stream links to VNZs branding and the membership project. Additionally, it was

noted that it was noted that RTC player information requests may not be responded to in school holidays.

The Board received the NI and SI Junior event reports.

The Board noted the complaint with respect to an incident at 2019 Club Champs.

3.2 Items for approval or ratification



Māori advisory group TOR

The Board approved the Māori advisory group TOR, subject to minor changes.

Decision Date: 29 Jan 2020
Mover: Jock Murley
Seconder: Lauren Fleury
Outcome: Approved

The Board noted associations had been asked for nominations for potential members of the Māori advisory group but further nominations were required.

TM advised the Board that Māori junior teams were trialing but there was no connection to VNZ despite efforts to communicate with the staff involved. Current policy being that teams can not travel under a NZ title without VNZ approval (which includes practicalities such as H&S sign off) and can not attend events where other NZ representative teams are entered. The Board discussed the importance of athletes being fully informed as to the current VNZ status of this team.



Follow up with Māori junior team staff

Board contact to be made with team staff to confirm VNZ's position and next steps.

Due Date: 14 Feb 2020
Owner: Shaun Goldsbury



Youth advisory TOR

Youth advisory TOR approved.

Decision Date: 29 Jan 2020
Mover: Donna Milne
Seconder: Jock Murley
Outcome: Approved



NZ Team selections ratified

NZ Team selections were ratified as per the agenda.

Decision Date: 29 Jan 2020
Mover: Lauren Fleury
Seconder: Jock Murley
Outcome: Approved

The Board received the AVC General Assembly information (event held every second year with FIVB General Assembly held on intervening years).



AVC nominations to Associations

AVC nomination requests to be sent to Associations for the opportunity to provide nominations from their regions which would then require Board approval before AVC submission.

Due Date: 17 Feb 2020
Owner: Toni-Maree Carnie



AVC General Assembly attendance

Recommendation to be made about VNZ CE and/or President attendance at the AVC General Assembly.

Due Date: 17 Feb 2020
Owner: Jock Murley

3.3 Funding



Funding applications

- BlueSky - Coaches Clinic
- Beach Tour costs, \$15,000
- Pelorus - Operating Costs
- NZSS \$10,000
- Blue Sky community \$24,822.21 Jan, 26, 2020
- Eastern and Central \$68,492.80 Jan 31, 2020
- Foundation North \$164,200.00 March 20, 202

Decision Date: 29 Jan 2020
Mover: Donna Milne
Seconder: Jock Murley
Outcome: Approved

4. Closing statement

4.1 General Business

The Board received with sadness an update about the ill health of Alani Samia and expressed gratitude for his contribution to volleyball.



Potential VNZ Award for Alani Samia

To follow up on the recommendation that a VNZ award be made to Alani Samia.

Due Date: 14 Feb 2020
Owner: Jock Murley

4.2 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____