



Minutes for Executive Group Meeting 24th October 2018

Date and Time:	Wednesday 24 th October 2018, 7.00pm
Location:	Skype Conference Call
ADMINISTRATION ITEMS	
Attendees:	Jules Dempsey, Neroli King, Richie Patterson, Ray Everest, Shanaya Allan, Amanda Gould, Danielle Ralph
Apologies Received:	Simon Kent (1.5hrs late)
Acceptance of Previous Minutes and Matters Arising:	n/a
Decisions Made Since Last Meeting:	<ul style="list-style-type: none"> • EG voted to allow Sebastian Margaritis to enter as a late entry to be able to compete at the 2018 Junior and Senior National Championships. • In response to a query from one of the athletes: The 8 non eligible athletes who did not go to Oceanias but qualified for Oceanias (C Grade for Youth, B Grade for Junior and A Grade for Senior) are automatically allowed to compete at the Pacific Mini Cup in December if they wish to go since they had reached the required grade to qualify for Oceanias, regardless of whether they reach the required grade within the actual competitions in the Pacific Cup International Competition qualifying events (2018 Junior and Senior Nationals, North Islands/South Islands, and Oceanias) given what the communications they received after the Oceanias non eligibility came up. EG votes as a majority Yes on this issue. • EG voted to allow Megan Signal to enter as a late entry to be able to compete at the 2018 Junior and Senior National Championships and Megan was entered as a guest. • Outstanding Performance Awards: EG voted for David Liti, Laurel Hubbard, Joachim Setefano and Kanah Andrews-Nahu to be awarded these awards at the 2018 Prizегiving. • Womens Award: EG awarded this to Tina Ball. • IWF Senior Worlds: David Liti, Laurel Hubbard and Megan Signal officially selected to go. Sir David Hubbard has been approved from the EG to be team support. • Tina Ball confirmed as NZ Coach and Team Manager for IWF Senior Worlds.

PERFORMANCE ITEMS	
Item 1:	Financial Report (as at 29 th September) -
Matters	<p>2018 Affiliations 34 Affiliated Clubs + 527 Affiliated Members (To be confirmed once received by R Mann)</p> <p>September Payments \$128 P Poulin flights for Nationals \$273.98 P Poulin AirBNB for Nationals (4 nights) \$5,000 NZOC YOG payment for one coach and one athlete (self-funded for K Andrews-Nahu and R Patterson) \$59.97 Vodafone phone bill \$19.50 Courier for Poland uniforms \$701.50 Cobra Clothing – WUC Poland and Japan Uniforms \$1,529.95 Medals National events (189) \$571.64 Medals National events (44) Recurring: Salary and PAYE for P Poulin \$74.75 Xero \$50 Bank fees Audit \$80 Early withdrawal Nationals due to injury reimbursed \$70 Reimbursement D Ralph second OWNZ registration by mistake \$485.10 ACC \$328 Reimbursement Amorangi Rayner parents domestic flight and accommodation for 2 nights \$5,076.80 Payment Yvette Williams scholarship for D Liti \$194.04 Badges and Medals – national events medals \$215.51 FSO Reimbursement K Andrews-Nahu YOG lifting suit</p> <p>Nationals Suppliers payments: \$1,725 Kolmar hire \$748.65 Office furniture hire (partitions) \$1,518 Access Solutions Grand seat hire \$138 Reimbursement Neroli King for Radios hire \$500 Photographer costs \$72 Warehouse Stationary Printing agendas and annual reports \$1,501.90 Catering (officials and prizegiving) \$1,122.15 Awards, awards repair and engraving \$821.54 Nationals T shirt invoice (will pay itself from payments) \$24 Engraving Pricegiving \$883.20 Trophies Pricegiving \$35 Rebecca Hall tee shirt payment reimbursement (paid twice) \$23.50 Courier pricegiving trophies X 2</p> <p>September incoming \$3,760 Total Nationals entry fees (47X\$80 paid entries, rest was in August) \$420 Nationals T shirt payments (12X\$35 paid) \$130 Japan uniforms</p>

	<p>\$10,000 Infinity Foundation Administrator salary grant \$222 Insurance for Japan (3X\$74 staff) \$2,500 Richie Patterson payment for YOG \$2,500 Kanah Andrews-Nahu payment for YOG \$5,076.80 NZOC Yvette Williams Scholarship for David Liti \$523.20 Registrations \$7,449.60 IWF Senior Worlds payment for D Liti and T Ball (entry and accommodation) \$1,574.31 IWF Senior Worlds payment M Signal \$1,183.22 Amorangi Rayner cancelled flight insurance settlement</p> <p>Upcoming October Payments</p> <p>\$884.92 TBC Events Impressions – draping and rigging (Nationals) \$100 Hire competition system from OWA (Nationals) \$TBC Customs IWF donation (barbells) Ray Everest</p> <p>Upcoming October Incomings</p> <p>Nil so far</p> <p>Account Balances (as at 24th October)</p> <p>00 Account – \$8317.01 (Everyday) 01 Account – \$1253.93 (Affiliations) 02 Account – \$5326.98 (Salary) 03 Account – \$7542.1 (Events) 04 Account - \$1.00 (HP) 90 Account – \$15627.95 (Savings)</p>
Decision or Recommendations	<p>Moved to accept the report: Neroli King Seconded: Ray Everest Passed: Unanimously</p>
Item 2:	Administrator’s Report –
Matters	<ul style="list-style-type: none"> • Newsletters published <ul style="list-style-type: none"> ○ 2018 AGM Agenda and proposed Constitution amendments ○ 2018 September OWNZ Member newsletter ○ 2018 Supplementary September Member newsletter ○ 2018 Nationals, AGM and Prizegiving Recap ○ 2018 OWNZ September Masters Newsletter • Comms with NZ Fitness Expo on preliminary logistics and lifter profiles. Recommend a local point of contact be appointed since R Patterson will be at YOG prior • Funding Applications follow up and preparation • Reporting on Pelorus Trust grant done except for September Bank statement need to be uploaded • Communications with accountant for preparation of 2017/2018 accounts • Audit of financial accounts questions answered up until 28 September. Once audit finished EG needs to approve and then published (OWNZ and Incorporated Societies websites)

	<ul style="list-style-type: none"> • Bank: Went to find out what needed to add Danielle Ralph and got Incorporated Society website updated • IRD form to add Anne Haw as online account holder for IRD signed by J Dempsey and sent in mail • Revised OWNZ letterhead for official correspondence with new EG members • Various communications on YOG • WUC Poland updates and social media • NZSSSC made aware no bid or confirmed date next year National Secondary Schools • Media comms with Locker Room and Women in Weightlifting and at Nationals with One News for D Liti, K Andrews-Nahu and L Hubbard • Nationals: payments of suppliers, bar loaders schedule and last minute officials switches, execution of the Nationals and all that it entails, thank yous, feedback and report • Collated all annual reports and published • Sent copy of annual report to Sport NZ • AGM: set up and note taker and production of minutes by 26 Sep • Prizegiving MC functions • Website updates with new EG and new Constitution • IWF Senior Worlds admin and logistics in consultation with HPM: agreement s, visas requests, cost breakdown, payments, accommodation and transportation forms • Women in Weightlifting table with quotes from three locations sent to Women Working Group • Insurance: Noumea rental van and Amornagi Rayner claims settled • Input sent to HPM 23 Aug on Selection process and internal deadlines relating to 2019 Selection Policy: selectors input received on 27 Sep and needs to be incorporated • Introduction e-mails to all stakeholders to new Administrator • Worked with Treasurer on financial items outstanding after P Poulin leaves • <u>End of P Poulin report</u> • Laptop & accessories purchased and funding audit documents returned to the Southern Trust • Consider passing a motion to remove Paule Poulin from Bank account • Selection Policy & new Grading Standards have been uploaded to the website. • More questions from the Auditor have been emailed through so working through these to get signed off
<p>Decision or Recommendations</p>	<p>Motion from Ray Everest: To add Anne Haw to the OWNZ Westpac Account if not already added. Seconded: Amanda Gould, Passed: Unanimously.</p> <p>Motion from Jules Dempsey: To remove Paule Poulin from the OWNZ Westpac account. Seconded: Richie Patterson, Passed:</p>

	Unanimously
Item 3:	Handover update –
Matters	P Poulin gave access to Google drive and gave passwords to D Ralph before handover. Asked A Haw to prepare documents for D Ralph pay . Went over Questions and Answers and Handover Discussion documents that was covered the last handover and also left a draft agenda and financial report and a List of Outstanding issues to D Ralph. Went to Bank to add D Ralph on account. Passed on work iPhone and funding applications ongoing for laptop and future salary, as well as few files Emma left.
Decision or Recommendations	New systems to be put in place by Administrator to make the running of OWNZ more efficient.
Item 4:	OTIP Program 1 Sep-end Oct 2018 –
Matters	The OTIP Program runs again this year from 1 st September to end of October. National Secondary School Championships and Junior and Senior Nationals clean and jerks were entered and Club Managers asked to send in results they want to enter from other OWNZ sanctioned Club competitions. The OWF will pay for two athletes. I have entered the results of the National Secondary Schools and Nationals so far so unless there are changes EG should consider approving the two candidates
Decision or Recommendations	n/a
OPERATIONAL ITEMS	
Item 5:	Ratification of National Records
Matters	These will be circulated via email to the EG once received by Ron Mann.
Decision or Recommendations	Motion from Richie Paterson: To accept new records received from Ron. Seconded: Jules Dempsey, Passed: Unanimously Danielle Ralph to update records on the website.
Item 6:	NZ Fitness Expo Update – Gabrielle Peach
Matters	
Decision or Recommendations	Great report from Gabby. Shanaya Allan to boost social media awareness of the event and announce the lifters and event info. Event will be run by top Sinclair.
Item 7:	Pacific Cup and OTIP for 8 athletes – Update from N King
Matters	
Decision or Recommendations	Danielle Ralph needs to send out Team form and uniform order to the team. Danielle Ralph will email Paul Coffa (OWF) an invoice for the two OTIP lifters flights which OWF are paying for, OWNZ has already made their booking. Richard Wong has been appointed

	<p>coach for the team by EG.</p> <p>Query from Richie Paterson about OWF giving us \$500 to help promote the OTIP program. Danielle Ralph to email Paul and clarify if this money is still available to us as OWF are now paying for two lifters not just one.</p> <p>Motion from Richie Paterson: If we still receive the \$500 from the OWF that this is allocated to Richard Wong's flights. Seconded: Jules Dempsey, Passed: Unanimously</p> <p>It was brought to Neroli Kings attention that two rooms have been booked and paid for at the Hotel they stayed at for Oceanias which are to be used for Pacific Cup otherwise we won't be refunded. Neroli will offer these rooms to parents of athletes who are going over and if not successful she will contact AWF to see if they need more accommodation.</p>
Item 8:	Arafua Games - 29 Apr - 4 May Australia
Matters	General update from Simon who will let us know more information when available. At this stage IWF have said the Arafua Games will have a Bronze Medal Status.
Decision or Recommendations	
Item 9:	2019 Membership & Eligibility – N King
Matters	Clarification on Membership Eligibility to make it easier for members to work out if they are eligible to join OWNZ. Currently the ByLaws state conditions for competing but not membership.
Decision or Recommendations	Neroli King & Amanda Gould will revise the wording/clarification of having a Visa in NZ. Updated document will then be circulated to EG for approval.
Item 10:	Masters – N King
Matters	<p>New structure for Masters athletes to enter international competitions to be presented for approval.</p> <p>National Masters event in December. Permission requested for 2 athletes to enter - Richie Patterson</p>
Decision or Recommendations	<p>Motion from Jules Dempsey: To accepted Neroli's Masters Athletes proposal before 2019 Masters Oceanias open for entries (expected to open 1st Nov). Seconded: Amanda Gould, Passed: Unanimously</p> <p>It was agreed that Richie's 2 athletes should compete at the next FSO club comp in order to meet the qualifying criteria for Masters Nationals.</p>
Item 11:	Anti-Doping
Matters	Sonny Webster /DFSNZ communication distributed
Decision or Recommendations	An idea to help raise awareness by using social media, drug fact of the week or month. Pushing the drug free rules out in a different way rather than reading a whole document.

Item 12:	Date & Location of Face to Face Meeting
Matters	Where & When & Who
Decision or Recommendations	<p>Friday 14th December in Auckland at Kolmar. Simon Kent to book meeting room at Kolmar. Danielle Ralph to book flights for South Island members.</p> <p>Motion from Jules Dempsey: OWNZ will cover the cost of 4 South Island members flights to Auckland. Seconded: Neroli King, Passed: Unanimously</p> <p>Everyone to start thinking about what they would like to be placed on the Agenda for this meeting.</p>
Item 13:	Funding Applications – P Poulin
Matters	<ul style="list-style-type: none"> • Pelorus Trust application for medals and pins: Due to great increase in entries for National Secondary Schools more medals were ordered and there is a balance of \$230 as of the time P Poulin finished. Reporting is all completed except for uploading the September Bank statement. • Salary: Infinity Foundation: Grant received for \$10,000, and D Ralph needs to send her employment contract so payments can continue for her salary • NZCT \$10,000 grant request from August EG meeting: meeting was on 25 Sep: application declined due to NZCT already funded OWNZ this year and lack of funds. • The Trusts Community Foundation: D Ralph requesting that a resolution be passed to request \$10,000 in funding for Administrator Salary.
Decision or Recommendations	<p>Motion from Jules Dempsey: That the remaining \$230 from the Pelorus Trust shall be used to purchase medals for Masters Nationals. Seconded: Neroli King, Passed: Unanimously</p> <p>Motion from Ray Everest: For Danielle Ralph to apply to the Trusts Community Foundation for \$10,000 to go towards administration salary. Seconded: Shanaya Allan, Passed: Unanimously</p>
STRATEGIC ITEMS	
Item 14:	Yearly EG meeting December 2018
Matters	Need to schedule a weekend meeting (location and dates) so logistics can be arranged. Strategic Plan to be reviewed (current one covers until 2020?)
Decision or Recommendations	n/a
GENERAL BUSINESS	
Item 15	New club wanting to join – Central Weightlifting Academy (Gillies Ave Gym – Dominique Basabas)
Decision or Recommendations	Discussion on the club's name but decided it was ok.

	Motion from Shanaya Allan: To accept Central Weightlifting Academy as an affiliated club of OWNZ. Seconded: Simon Kent, Passed: Unanimously
Item 16	Halberg Awards
Decision or Recommendations	Motion from Simon Kent: To nominate David Litti & Kanah Andrews for the Halberg Awards, Seconded: Neroli King, Passed: Unanimously
Item 17	Sign off on Danielle Handover costs: Flights from Dunedin-Wellington \$644.00, two nights accommodation Wellington \$205.85. Total \$849.85
Decision or Recommendations	Motion from Jules Dempsey: To reimburse Danielle Ralph for her flights and accommodation when she went to Wellington for a two day handover with Paule. Seconded: Neroli King: Passed, Unanimously
Item 18	Auckland City Barbell – Have moved location from Gillies to The Wall Fitness in Mount Roskill
Decision or Recommendations	Happy for Auckland City Barbell to be training from gym.
Item 19	Technical Official Examiner – supporting document
Decision or Recommendations	Neroli King & Shanaya Allan shall continue to develop this role. Please send Shanaya your thoughts on the role by Sunday 28 th October.
Date & Time for next meeting:	Wednesday 14th November 2018, 7.00pm
Meeting ended at:	Closed at 10:07pm