
New Zealand Orienteering Federation (Inc)

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MINUTES OF NZOF COUNCIL MEETING -- 29 March 2002

Minutes of the Council meeting of the New Zealand Orienteering Federation (Inc) held at Tekapo Military Camp, Tekapo, 5 pm.

PRESENT: Rob Crawford (President, chair) Dave Middleton (AOA)
Pamela Morrison (VP) Jim Barr (WOA)
Stuart Payne (GM, minutes)

1. **Apologies:** Rob Newbrook, Myles Thayer.
2. **Call for items of general business (in addition to ones already notified)**
The Sport for Life brochure and publicising award recipients in *New Zealand Orienteering* were added as items 10.3 and 10.4.
3. **Minutes of previous meeting (9 March)**
Moved Rob Crawford / Pamela Morrison that these were a true and correct record.
Carried.
4. **No decisions had been made by email since the last meeting.**
5. **Matters Arising**
 - 5.1 Rogaine remit: Michael Wood and/or Dave Laurie have agreed to speak to it.
 - 5.2 Kiwisport Manual republishing. Robyn Davidson has been contracted at \$20/hour for max. of \$500.
 - 5.3 Club manual update & web capacity. Stuart has discussed with Alistair possibility of TelstraClear sponsoring extra capacity. Alistair has no contacts so Stuart will have to pursue – if at all.
 - 5.4 D-Squad cheque signatories are now the Coaching Director & General Manager
6. **Correspondence (** matching in/out)**
Email, Fax and snailmail correspondence are shown below. General enquiries/responses and minor day to day correspondence are not generally included

Inwards

Michael Wood	11.3.02	NZOF Major Events Calendar
WOC – Stephen Perrott	11.3.02	“Sport For Life” brochures [30 provided, and that’s the lot gone]
HVOC – James Scott	13.3.02	Nomination: Coach of the Year
IOF – Barbro Ronnberg	16.3.02	Proxy representation at IOF General Assembly **
Counties-Manukau OC	18.3.02	Nomination: Silva Service Award
Alan Berry	19.3.02	Confirming availability for reappointment as Hon Auditor
Michael Wood (Ampro Liaison)	22.3.02	General note: Ampro sponsorship of NZ orienteering
Red Kiwi OC – Ngaire Davies	22.3.02	Nominations: Silva Administrator / Coach Awards
NWOC – Paul Gilkison	25.3.02	Nominations: Silva Service / Administrator Awards
Webmaster _ Alistair Stewart	25.3.02	Request for email address: nationals@nzorienteering.com
Myles Thayer	28.3.02	Apology for meeting & AGM

Unsolicited stuff:

University Sport NZ	19.3.02	Press release: 2002 NZ University Games biggest yet
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Newsletters from AOA (Mar), DOC (Apr), EOC (Mar), HBOC (Jan-Feb), ROC (Mar), SOC (Mar), TOPOC (Mar), WOA (Mar); Sportsfit News March 2002 (to G Morrison / Council); Skogssport magazine 2/2002 (to M Wood); Australian Orienteer (Mar); O-zine (Mar 2002)

Entry forms/promotion for: Nil.

Outwards

John Doolan	12.3.02	ANZ Challenge Manager's report: thank you and response
Michael Wood A/convenor TC	12.3.02	Re Technical Committee report to March Council meeting
PAPO – Darryl Taylor	13.3.02	Rules on entry for Nationals (as A-level event)
Bruce Collins	14.3.02	Reply: Status of ancillary memberships
NWOC – Jill Smithies	14.3.02	Reply: Institutional memberships
PAPO - Catherine Fitchett	14.3.02	Reply: NZOF event levies
Alan Horn – ANZ Ch Coord.	14.3.02	Reply: Question of event levy discount for ANZ Challenge
Rolf Wagner / W&T Aspin	14.3.02	NZ participation in the Australian National O League
Michael Wood A/convenor TC	15.3.02	Reply: NZ Champs 2003
Lindsay & Ev Smith	15.3.02	"New Zealand Orienteering" & Suunto promotion
IOF – Barbro Ronnberg	15.3.02	Proxy representation at IOF Congress/General Assembly
Brittain Wynyard & Co Ltd	19.3.02	Apology re Suunto promotion in February NZO (cc LS,MW, DA)
Club secretaries / NZOF officers	19.3.02	Minutes of March Council meeting Strategic Plan progress report Notice of Easter Council meeting
NZOF Council	19.3.02	Minutes, March meeting / Strategic Plan progress report
Club treasurers	19.3.02	Event levy form for 20 March return
Robyn Davidson	20.3.02	Confirming contract for content review of Kiwisport Manual
Editors, NZO	20.3.02	Updated job description, incl ref to sponsorship obligations
Other selected NZOF officers	20.3.02	Updated job descriptions, incl ref to sponsorship obligations
Sandy McLean, Ampro Sales	21.3.02	Apology re Suunto promotion in February NZO (cc MW, DA)
Michael Wood, Acting Con TC	22.3.02	NZOF foot-O competition rule 6.2
Club secretaries / mag editors	25.3.02	NZOF News – March 2002
NZOF Officers / NZOF Council		ditto

Letters of Support

Bryn Davies	8.3.02	To Whom It May Concern letter for JWOC funding applications
Claire Paterson	16.3.02	To Whom It May Concern letter for JWOC funding applications
Department of Internal Affairs	19.3.02	Re citizenship app.: Todd Oates selected for JWOC 2002
Greg Flynn	20.3.02	To Whom It May Concern letter for JWOC funding applications

Miscellaneous and Correspondence copied to NZOF

MAPsport Services to Club secretaries	8.3.02	Offer: More Orienteering with less work
Michael Wood to Lindsay/Ev Smith	11.3.02	Suunto Junior pages in latest "NZ Orienteering"
Michael Wood to Peter Squires	20.3.02	Re proposed NZ Rogaine Association website
Michael Wood to Alistair Stewart	22.3.02	Event calendar on the Web
Jan Davies to various	24.3.02	Coaching Conference schedule for 2 April

Media releases

World Cup winner returns for Orienteering Championships	21.3.02	Robyn Davidson
Steve Gurney to compete in National Orienteering Champs	27.3.02	Robyn Davidson

Moved Rob Crawford / Dave Middleton that inwards correspondence be received and outwards be approved. Carried.

7. Matters arising from correspondence

- 7.1. Alan Berry available for reappointment as Auditor
- 7.2. Maurice Lloyd available for reappointment as Hon Solicitor
- 7.3. Dedicated email address for club hosting Nationals
- 7.4. Rob & Stuart explained that the Suunto junior page in the February issue of *New Zealand Orienteering* was a breach of our contract with Ampro Sales. The sponsorship of the page by Suunto has been cancelled with apologies to both Suunto's agents and to Ampro. Relevant NZOF Officer job descriptions have subsequently been reviewed to include reference to officers working within the obligations of existing sponsorship agreements.

8. Financial report

- 8.1. Accounts for Payment
Approval of payments, as per separate schedule, were tabled as follows:
1 March-27 March 2002, being cheques 393-405, totalling \$2,693.01,
plus Bank Transfer \$886.54 being for JWOC training camp 4-7 Jul (\$861.54) and bank fee (\$25.00).
Moved Rob Crawford / Jim Barr that payment of these accounts be approved. Carried.
- 8.2. Financial position, year-to-date
As at 27 March: Cheque & Savings \$24,946

Term deposits	45,000
Accounts receivable	6,527 (includes full year club affs.)
Undeposited funds	314
Petty cash	1,200
<u>less</u> Accounts payable	529
Net funds	77,987

- 8.3. Event levies received to date \$8,725 out of budgeted total of \$32,000.
8.4. Stuart tabled unaudited 2001 National Squad Accounts, to be tabled at AGM.

9. Annual Awards

Silva awards were decided as follows:

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|-----|---|--------------------------------|
| 9.1 | Silva Service Award | Rob Garden (NW) |
| 9.2 | Silva International Performance of the year Award | Edge Orienteering (D) |
| 9.3 | Silva Administrator of the year Award | Jill Smithies (NW) |
| 9.4 | Silva Club Growth Award
with 35% affiliated membership growth in 2001. | Counties Manukau |
| 9.5 | Silva Coach of the year Award | Jane Forsyth (D) |
| 9.6 | Silva Magazine of the year Award
Paul Gilkison | The Auckland Orienteer, editor |
| 9.7 | President's Award
Rob Crawford announced this would go to | Trish Faulkner (PAPO) |
| 9.8 | Brighouse Trophy | Wayne Aspin (CM) |

10. General Business

- 10.1. IOF Foot-O committee
Stuart to ask Barbro Ronnberg, whether IOF is still looking for nominees for this committee. If so, Rob Crawford to be nominated.
- 10.2. Sport and Recreation NZ
Stuart attended a regional sports forum in Chch and met with CEO Nicholas Hill. Impressions gained are that there is no guarantee that S&R NZ will continue to fund sports as of right. As far as increasing funding in real terms, the key seems to lie in increasing participation in our sport. Consequently there is a need to continue to improve our statistics on participation. As a starter, Stuart tabled a renamed event levy form with the title "Event Levy and Participation Form".
- 10.3. Sport For Life brochure
Jim still has some on hand so in meantime Stuart will forward club requests for the brochure to him. Agreed that the brochure should be continued, albeit revamped.
- 10.4. Publicising Silva Award recipients in *New Zealand Orienteering* had already been discussed, prior to the meeting, by Stuart, Lindsay & Ev Smith and Michael Wood and was therefore considered to be under control.

11. Date of next meeting

August, actual date and venue still to be decided.

Meeting closed 6:15 pm.