



Summary of Meeting

ESNZ Eventing Board Meeting held;
9.00am 30 June 2019
Huntroom, National Equestrian Centre, Taupo

Present: Graham Fox, Marg Evans, Raewyn Eastwood, Maree Burnett, Clive Long, Jane Callaghan, Rosie Edwards (OC Rep), Leonne Jones (OC Rep), Bundy Philpott (rider rep), Lydia Truesdale (rider rep)

Attended by: Eliza Johns (Sport Manager), Dana Kirkpatrick (ESNZ CEO)

Apologies: none

1	General Business
	<p>Election of Chairperson</p> <p>Maree Burnett opened the meeting and facilitated a discussion where all board members introduced themselves, provided some insight into their backgrounds, the values and strengths they see as important in a chairperson and disclosed their interest in the position.</p> <p>A summary of the key chairperson attributes the group identified:</p> <ul style="list-style-type: none">• Leadership and communication;• Strategically focused with the ability to have difficult conversations and tackle issues head on;• The ability to co- ordinate the group, encourage them to work collaboratively and be able to synthesize issues as they arise. <p>The board members who signaled their willingness to become the chairperson left the meeting and the board held a discussion in committee to discuss the candidates.</p> <p>The board moved to appoint Margaret Evans as Chairperson and Raewyn Eastwood as Deputy Chairperson.</p> <p>ESNZ Board Representative</p> <p>The meeting discussed the role of ESNZ Board Representative, previously filled by outgoing chair, Todd Gloyn. For the benefit of those new to the Board, Dana Kirkpatrick gave an outline of her view of the role of the representative:</p> <ul style="list-style-type: none">• to be an advocate for the discipline at ESNZ board meetings, by taking part in discussions at ESNZ level;• to provide support to the CEO in discipline meetings;• to be responsible for communication of ESNZ issues and initiatives back to the discipline board – this is key;• operate in a governance role, responsible for setting the direction of the organisation. <p>Board members discussed the role and signaled their interest in the position.</p> <p>It was moved that Maree Burnett be appointed as ESNZ Eventing Rep to the ESNZ Board.</p> <p>Induction of Board Members</p> <p>Presentation of board resource pack to all Board members - collated by Raewyn Eastwood.</p>

Meeting Dates

Meeting dates were set through October April 2020. Venue to be confirmed when flight costs determined for location, taking into consideration meeting room costs, and sport manager's regular time in the Wellington office.

Budget 2020

Presented at the AGM the day before.

NZ 3 Day Event Championships Sub-Committee

The board agreed to appoint a sub-committee made up of board members to appoint and manage the organising committee and oversee the 2020 event.

It was agreed that the subcommittee would draft the terms of reference, for approval by the board, and define the tasks of the organising committee members. Subcommittee members are; Graham Fox – Chair and CD liaison, Rosie Edwards, Leonne Jones and Clive Long. The timeline for the development of the Terms was and the meeting to discuss was agreed.

Strategic Plan

Further work on the strategic plan to be done, taking into account the feedback from the conference OC workshop. To be circulated to the board for approval and then to finalise the KPIs, outcomes, measures of success.

Communication

The Chair and the CEO agreed on what was required for effective communication.

Policies

Drug and alcohol feedback by 12 July.

Date for next meeting: 24 September 2019 – Wellington.

Meeting closed at 9.00pm