



Synopsis of Meeting Minutes

ESNZ Eventing Board Meeting held
1 August 2021
8.20am James Cook Hotel, Wellington

Present: Margaret Evans (chair), Raewyn Eastwood (vice chair), Heelan Tompkins (NI Rider Rep), Lydia Truesdale (SI Rider rep), Shannon Galloway, Clive Long, Grant Porter, Chris Perkins (OC Rep).

Attended by: Eliza Johns (Sport Manager)

Apologies: Jane Callaghan, Rosie Edwards

Agenda Item 1	Meeting Administration
	<p>The Chair opened the meeting by welcoming everyone and thanking them for their attendance, in particular the two new members, Chris Perkins as Organising Committee Rep and Grant Porter as elected board member.</p> <p>Apologies The Chair moved acceptance of the apologies</p> <p style="text-align: right;">Moved: Marg Seconded: Lydia</p> <p><u>Matters arising:</u> There were no matters arising.</p> <p><u>Meeting Dates:</u> 14-15 August 2021 is the next meeting of the Board</p>
2	General Business
	<p>Chair and Vice Chair Election</p> <p>The current chair, Margaret, delegated facilitation of the election process to the sport manager.</p> <p>An outline of the role of the chair and the time commitment the role requires was outlined. The role of the chair is to; Lead the Board, direct and keep meetings on track – allowing all members the chance to contribute and ensure a decision/outcome is reached, set the agenda for meetings, attend events, communicate with area chairs and OCs, communicate with CEO, ESNZ President and other discipline chairs. Manage risks and resolve issues escalated to the chair.</p>

In addition to the meeting attendance there is approximately 3+ hours a week additional work, plus time on the phone supporting the sport manager.

Vice chair role is to support both the chair and sport manager where possible and to step in and lead meetings in the absence of the chair.

The members present were then invited to speak to what they would like to achieve during the year and their time on the board and to indicate their intentions, if any, on stepping into chair/vice chair role.

Based on the round the table discussion it was evident there was one nomination for Chair for Margaret Evans. The Board voted unanimously that Margaret be chair of the Board for 2021-2022 year.

Based on the round the table discussion there was one nomination for Vicechair for Raewyn Eastwood. The Board voted unanimously that Raewyn be the Vicechair of the Board for 2021-2022 year.

The sport manager handed the meeting back to Margaret to Chair.

Election of ESNZ Board Representative

Nomination for Shannon Galloway, from Heelan and seconded by Chris

Nomination for Raewyn Eastwood, from Marg and seconded by Shannon

The two nominees left the room. The board voted that Shannon Galloway be appointed as Eventing Rep to the ESNZ Board for 2021-2022 year.

AGM Feedback

Combined discipline concept well received and should be supported again in future. However the end of June date is too early for Eventing as it is too close to NZ3DE and end of financial year, so Eventing prefers a mid to end of August date.

Prize Giving and Presentations were too rushed and need to be more special. The board support the concept proposed of moving the Series Prize Giving and Presentation to Taupo NZ3DE.

August Two Day Planning Meeting

A two-day planning meeting was discussed and dates agreed.

Board Member Induction

Raewyn provided Shannon, Heelan, Chris and Grant with their own hard copy of the board resource folder and outlined the contents.

Meeting closed at: 10.40am (In time to watch the Olympic Cross Country livestream with the other disciplines)

Next meeting 14 August.