

Hoe Tonga Pacifica Waka Ama Association

Board Minutes

Date: 14 April

Venue: Hikoikoi, Marine Parade

Time: 6.30-10.30

No	Item	Points	Action
	Karakia	Paora	
1	Attendance	Joern Scherzer Chris Fox Tane Cassidy Paora Ammunson Gaylene Sciascia (administrator)	
2	Apologies	Denise	
3	Minutes	Minutes of Committee Meeting 12 September accepted Paora Ammunson No formal minutes received from 1 Nov as this was a workshop with Skills Active: Report and findings from Skills Activehat workshop have been circulated. Minutes from last AGM to be presented for acceptance at the 2017 AGM, date yet to confirmed.	Board Minutes to be sent out within 4 days of each meeting. (Gaylene)
4	Cancellation of Mana S6 Ocean Challenge	Letter was emailed to Paora Howe Chair of WANZ Board (on 14 April) Hard copy also to be sent to Paora Howe, Chairman, WANZ Board (was sent on 18 April, following the meeting, by Gaylene.	Copy available on request
5	Winter Series	Recap: HT provides the format and oversees the series, but individual clubs organise each race. Dates: <ul style="list-style-type: none"> - 10 June Hoe Tonga Paddla Series Race 1 (Hawaikinui), - 12 August Hoe Tonga Paddla Series Race 2 (PCKC), - 2 Sep Hoe Tonga Paddle Series Race 3 (Mana), - 23 Sep Hoe Tonga Paddla Series Race 4(Whanganui); <p>Note: Matariki (Wellington Harbour Challenge), run by Hikoikoi, is not part of the HT Series, but events are timed so that the series fits well around that event. Matariki race 8 July at Te Wharewaka o Poneke, Wellington Waterfront.</p> <p>HT to confirm 2 paddles to be given away at end of the Winter Paddla series in a draw, for all those who participated in all 4 events.</p>	Gaylene to amend venue for Matariki Race on website and share or create event on Hoe Tonga Facebook page.

		<p>Costs for entry to be increased slightly, to cover HT costs (\$25 per senior paddler, \$15 per junior paddler; \$5 from each goes to HT, the remainder to the organising clubs) – see also discussion under Finances</p> <p>Contact Denise re possible naming rights/ sponsorship, for the series Te Wananga o Raukawa,</p> <p>Contact Lei re her contact at Takeaway Churton re sponsorship from 2016</p> <p>Joern to discuss sponsorship with Sprig & Fern (Michael Barlow)</p>	<p>Confirm race information and publish fb and website (Joern)</p> <p>Add as an event on facebook and that will create interest in our region and enable sharing (Gaylene)</p> <p>Email, then follow up with phone call to Denise (Gaylene) Email then follow up with phone call (Gaylene)</p>
6	2018 Regional Sprints	<ul style="list-style-type: none"> - 2018 Regional Sprint Champs – Intention to hold 2018 Regional Sprints 25-26 November - Check bookings and availability of Henley Lake on these dates. - Have noted the potential clash with Vaka Eiva, 24 -30 November (but less stressful as away from Christmas period, and this will likely affect very few paddlers) - Notify Clubs of HT intention to hold the Regional springs 25th 26th Nov - W1/W12 racing to be on Saturday 25 November, and W6 on Sunday 26 November. - Contact Central Region Dragonboat Association (CRDBC) re Hoe Tonga’s proposed dates for Regional Sprints <ul style="list-style-type: none"> o Central Region Dragonboat Association crdba.nz@gmail.com crdba.nz@gmail.com o Jacob de Friejer, http://cr-dba.weebly.com/ o Angela Sargent, Wendy Smyth o http://www.dragonboat.org.nz/home.aspx - Sponsorship for RSS, Paora will follow up with seeking sponsorship for accommodation on Friday 24 Nov and Sat 25 November. 	<p>Contact Masterton District council re use for these dates. (Gaylene)</p> <p>Email clubs (Gaylene)</p> <p>Gaylene to add contact details to our database for: Wellington Dragonboat Festival Organisers and Central Region Dragonboat Assoc.</p> <p>Paora: Enquiry and secure sponsorship for accommodation 24-25 November</p>
6a	Lake Henley race course	<ul style="list-style-type: none"> - Discussion around use of Henley Lake and further development possibilities, especially removal of island to increase race course size. Could also consider depth issue, but unlikely to be feasible - Submission to be sent from Hoe Tonga, and will seek support also from Dragon Boating and other parties, to the Masterton District Council for their Annual Plan – Monday 8 May - Further funding to be sort for upgrading the race course resources for Henley Lake 	<p>Joern to draft letter for MDC annual plan process, circulate draft late April Joern to follow up and get costings</p>

7	Regional Secondary School Sprints 2016	<ul style="list-style-type: none"> - A report was tabled by Chris Fox, brief discussion; overall a successful and enjoyable day with great weather and racing - Report from the Race Director is attached with these Minutes. - Stats <ul style="list-style-type: none"> o Girls W1 J16 - 11 o Boys J16 W1 - 18 o Girls W6 J16 - 13 o Boys J16 W6 - 12 o Girls W1 J19 - 12 o Boys J19 W1 - 14 o Girls W6 J19 - 10 o Boys J19 W6 – 8 o Number of Schools competing – 18 o Total # of teams: 43 <p>Suggestion to look Te Wananga o Raukawa and/or other possibilities to seek sponsorship eg. Naming rights for HT events; contact TWOR to look at possible partnerships/ for some of Hoe Tonga's events.</p> <p>Winners at the Regionals and placegetters at Nationals should be put forward to CSW Sport Awards Also to the College Sports Awards if applicable in Whangau, Manawatu, Wairarapa, Horowhenua ,Kapiti, Porirua, Hutt Valley and Wellington. W1 and W6; this is important in acknowledging our paddlers and profiling our sport.</p> <p>There was some double up of stalls (BBQ) at this event. Most stall holders sent in their request for specific food, and if they are using as a fundraiser for the Nationals stalls must not double up on specific foods.</p> <p>Chris suggested holding a Junior School Sprint event near the end of the school year Further discussion needed.</p> <p>Secondary Schools Sports Coordinators meet at the beginning of 2018. Hoe Tonga would like an opportunity to have an opportunity to speak at the meeting. Important in growing and developing relationships with Secondary Schools in the region and to profile Waka Ama</p>	<p>Contact Denise to begin discussion at possible TWOR sponsorships options (Paora)</p> <p>Compile names and forward to David at CSW and to other regions where there has been Regional and National success. Compile list of all successful paddlers at Regionals and Nationals (Gaylene)</p> <p>Contact Karmen re going through the correct channels of contacting HT for request to hold a store and what is intended to be sold. To avoid double up. (Gaylene)</p> <p>Potentially part of the RDO role, to be revisited, list in action register</p> <p>Check with David with CSW to meet with the Sports Coordinators and if we could attend to give an presentation and overview of the sport and involvement from Sports Coordinators within schools.</p>
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10	HT Board Comms And Responsive ness	<ul style="list-style-type: none"> - Concerns were raised over lack of attendance at some Board Meetings or lack of response to emails or requested actions. - Agreed for the Chair to call people as an initial step to remind of actions - All: to respond to communications whenever possible, all effort to be made to attend the meetings that are scheduled, apologies to be provided if unable to attend meetings. - With small number of Board members a more personable approach (phone call) maybe preferred – Gaylene, Joern. 	<p>Follow up concerns (Joern)</p> <p>All to confirm to Gaylene or Joern if they have a preference for a particular form of communication</p>
11	HT Board Composition going forward	<ul style="list-style-type: none"> - Board is able to appoint 2 more members - Discussion to look at 1 new appointment. - Potential candidates were discussed. 	<p>Board prospects to be forwarded to Joern and Board</p>
11a	HT public comms	<ul style="list-style-type: none"> - Requirement to upskill social media applications within Hoe Tonga facebook and website - add weekly posts for example: Worlds Long Distance & World Sprint – paddler profiles from Hoe Tonga as we have several in both campaigns. This will assist with sponsorship and entries in Sports Award nominations that can be completed by clubs or other Board members. - A proactive approach required to promote sport and acknowledge sponsors required. - Much of this information can be shared links from www.wakaama.co.nz – requires a weekly reminder/scan. 	<p>Add Paora as an admin on Facebook (Joern)</p> <p>(Gaylene) to create a spreadsheet and put reminder on calendar for due dates of awards, categories,</p>

			<p>lists of paddlers from our region who would be eligible.</p> <p>(Gaylene) Submit or email Board report of upcoming events, paddlers, sponsorship opportunities when circulating agenda/minutes as part of action register.</p> <p>(Gaylene) Weekly profile of events, sponsors, paddlers in our region to be posted.</p>
12	Funding applications	<p>Standing item: Funding Resolution</p> <p><i>Funding applications will be completed regularly to secure funds for the organisation and a standard format for Resolutions to accompany the applications will be prepared then signed by the Board Chair, or by the Deputy Chair, when required.</i></p> <p><i>Move to accept the Funding Resolution</i></p> <p>The Board notes its intention to apply for funding at the either of the following funders: NZCT, Kiwi Sport , Lion, Prime, Pelorus, TrustHouse Racing Board.</p>	<p>Motion accepted</p> <p>Compile a calendar of Funding body application dates (Gaylene) Add to action register to be circulated along with Board Meeting minutes.</p>
13	LDN 2018	<ul style="list-style-type: none"> - LDN 2018 scheduled for hosting in HT region - October the preferred time frame by WANZ, due to World Sprints in June (making the April date less viable) - But October is challenging for the HT region, due to weather - Possible venues in Wellington were discussed- Mana Yacht Club Ngati Toa Domain, open sea, low profile, Wharewaka and inner harbour higher profile, Island Bay, Hikoikoi, Evans Bay Yacht Club, A paper distributed by Joern considered the pros and cons of each venue - Board recognised the huge work load for HT and the risk of incurring financial losses with insufficient number of teams travelling to Wellington - Questions raised: <ul style="list-style-type: none"> o Could Hoe Tonga host LDN in another region, or work with another region in collaboration to deliver the event o Could HT sell its rights for hosting the event to another region - The Board considered the potential option of not hosting the event - Board to discuss next steps once answers received 	

	General business	<ul style="list-style-type: none"> - Corrina Gage held a half day course “Opportunity for Secondary School Waka Ama Coaches” on 4 March. Chris suggested that this is something that could be further developed and run by Hoe Tonga/ Clubs? The interface of schools, clubs, coaches an important area for development for a RDO? - AGM yet date to be confirmed, to be revisited - WANZ to be asked about the results from questionnaire that was sent out to clubs. - Action Register to be updated and circulated to Board (timeframe) to be noted thanks. 	<p>Likely a role for a future RDO, to be revisited</p> <p>AGM date to be revisited, add to action register (Gaylene) Gaylene to check availability of survey results with WANZ</p> <p>An updated Action Register to be sent out with Board Minutes(Gaylene)</p>
14			
	Next meeting	Board Meeting and AGM date TBC	
	Meeting closed	10.30pm	