



**MNZ Board Meeting**  
**James Cook Hotel Grand Chancellor, Wellington**  
**Friday 14<sup>th</sup> September 2018**  
**PUBLIC MINUTES**

**PRESENT:** Glen Williams (President), Noel May (CGO), Virginia Henderson (General Manager), Dean James, Mike (Mac) McLeod, Rod Price, Hamish Barham, Scott Wilkins, Loren Stockley (minute taker)

**APOLOGIES:** Nil

**QUORUM:** in accordance with clause 6.4.6 of the Constitution, a quorum was declared.

**WELCOME /ROLL CALL:**

Noel May was appointed Chairperson for the Meeting. The Meeting was officially declared open at 10.14am.

**CONFLICT OF INTEREST REGISTER:**

The following conflicts of interest were declared:

- Noel – Timing Tech
- Mike – Yamaha
- Hamish – Son James races Supersport classes competitively.
- Rod – Supersport 600 class

**MATTERS ARISING FROM THE PREVIOUS MINUTES:**

Nil, taken as read.

Moved NM, Seconded RH.

**ACTIONS FROM THE PREVIOUS MEETING:**

9 action points all complete, except:

*Health and Safety* - Develop track guidelines document and review Chapter 9 . Still in progress.

Restricted Riders list has been reviewed and updated.

Review of officials working structures to be considered

Office is sending regular newsletters.

Board Pro has been implemented.

**CORRESPONDENCE:**

- Sport NZ letter – MNZ has to complete this reporting every year due to the funding that it receives.
- One club has disaffiliated from MNZ. Virginia met with them a year ago and their numbers were down and it has been a further downward spiral.
- One Rider funding transfer request from was declined, letter to riders club to be sent.
- Junior World MX feedback – Noel noted it was great to see funding requirements being met.
- One letter of feedback on world juniors discussed

**MAC MCLEOD REQUEST**

Virginia announced Mac is now the FIM Oceania rep for Supercross Opens in Sydney and Auckland

**FIM GENERAL ASSEMBLY**

This assembly will take place in Andorra in December. DJ to attend on behalf of MNZ.

Discussion surrounding upcoming Fim presidential elections, candidate CVs discussed.

**ACTION:** VH to liaise with DJ and the FIM for bookings for flights/accommodation.

## **CLUB AFFILIATION REQUEST FOR BUCKET RACING NZ INC**

It was felt this request needed to be discussed in depth and face-to-face as this should normally be talked to at the MNZ AGM.

NM moved to provisionally approve the affiliation of Bucket Racing NZ Inc to MNZ. HB provisionally seconded.

## **FINANCES**

VH spoke to the Balance sheet. Wanted to show a summary page with high level reporting and grouping in expenses and income, not just the P & L. Instead of the Accountant producing a monthly financial commentary, she has moved to 6 monthly to help reduce costs.

GW and DJ both commented on the real need for a summary page. Instead they would like to see more graphs and trends of P & L's that Xero can produce.

GW asked for physical bank statements not just a balance sheet.

**ACTION:** Jannine to include screenshot of bank statements in Board Packs.

MNZ to discuss accountancy options.

This meeting would be expected to happen within 30 days.

**ACTION:** GW to provide the contacts for Xero and Virginia to schedule meeting with them.

Virginia reported that MNZ is still on track for the projected profit as per the Budget Forecast. Minis and Vets not requiring a Championship licence has probably affected the loss in licencing income to date.

NM queried what the money spent coded to Drug & Alcohol testing is about. VH explained that the Drug testing rules have been updated by the solicitors and Errol's team and will go to the Board next week for ratification. WADA and Workcare have both been involved and can now show up at any MNZ event in the future. This is completely confidential.

HB queried the Fringe Benefit Tax number in the budget. Believes this must be a mistake?

2019 Budget – to be sent to GW and HB by the end of October.

**ACTION:** Virginia

## **LUNCH**

## **GM UPDATE**

VH reported that sponsorship for NZSBK is going well. Focus is on getting various trust funding from the South Island races based on economic impact for the region

2019 Motocross champs sponsorship is also going well. MM and RH are the NZMX Board working committee.

GW reiterated the need to keep on track with the same vision as NZSBK as MNZ owned events, just need to keep working with Clubs.

VH is still working with the Clubs to ensure they are happy, which is taking time.

VH reported MNZ is building great profiles and relationships with media (Skyspeed, Newshub etc). DJ queried future-proofing of these relationships

GW asked VH to monitor the licences closely to ensure dropping the Championship licence was the best idea. NM advised that actually if you look closely at the budget, things are tracking well and we are not losing any licencing income, it is just being obtained differently (Club Vs Champ).

MXoN – The working group are working really well together. Insurance has been the biggest cost but being America, we have no choice.

SX Open Auckland International classes are set – SX1 class is invitational, SX2 will be open for entries as will a KTM 50cc class. “Incredible” ticket sales according to the promoter.

Vets and Women’s Champs was a huge success with Carey Hart’s attendance a massive boost for South Canterbury MCC.

VH reported that the Officials grading system is underway, and is a lot of work.

Permitting through the app – goal is to have 70-80% permitting through the app by the AGM next year.

HB suggested that staff in the Office maybe time-poor that App development work may need to be outsourced to get it completed.

A meeting with App designer planned. All feel that a co-ordinator in the MNZ Office should take charge.

HB reported on MNZ office visit

His top 4 priority points that he noted from the visit are:

1. The MNZ App and the critical importance of getting it up and running and more resources required for it.
2. Xero and the need for streamlining this.
3. Tasks delegated to staff by managers – require follow up to completion.
4. The MNZ Website needs a complete upgrade and this should be tasked and budgeted for 2019.

Coaching Pathways – Virginia reported that unfortunately there is low numbers for proposed seminar but possible that is due to it being in Palmerston North.

In 2019 MNZ will organise these seminars in a more central location and tie in with a race event.

‘Coach the Coaches’ seminar also to be planned

Virginia showed the NZSBK timeline and media plan.

#### **HEALTH AND SAFETY**

MM advised Chapter 9 and track guidelines have not had the review completed.

**ACTION:** complete by end September if possible.

#### **AGM LEVY**

Virginia advised the AGM fees and proposed cost to Club’s would be around \$940.00.

“Affiliation Fee” cost discussed.

GW the insurance fee cannot be raised due to no real increase in our insurance costs.

**ACTION:** Jannine -

#### **100 YEARS BOOK**

Discussion around printing and who should receive a copy. 1 copy for the Office and 1 for each Life Member.

**ACTION:** Leave to VH to complete

#### **STAKEHOLDER RELATIONSHIP MATRIX**

VH asked for feedback from the Board to see if they think it is correct.

**ACTION:** NM to follow up to let VH know their thoughts.

#### **STRATEGIC PLAN**

VH advises the current Strategic Plan finishes next year so will need to do one for 2020-2024. She has gone through and measured each goal as Red/Orange/Green to classify how MNZ is tracking.

Consensus is that MNZ is tracking well with the plan. Could do more for High Performance Alignment and Delivery in Road Racing.

**ACTION:** Virginia to do a write-up on the Strategic Plan as requested by Life Members at the AGM. Also rewrite “Challenges” box under Financial Stability to say “To efficiently manage funding streams from Sport NZ funding”.

**MNZ GMO VEHICLE**

The Board agrees that the purchase of a vehicle would be better than a lease.  
VH and SW to work together to look at options.

**NEXT MEETING**

Friday 30<sup>th</sup> November, Wellington. Dean and Glen put in apologies now as they will be on their way to the FIM Assembly in Europe.

**MEETING CLOSED 5.05PM**

**SIGNED:** \_\_\_\_\_ Chief Governing Officer, Noel May