

Minutes of National Committee Meeting 9th July 2016

Attendees:

Board: James Booker (Natcom Chair), Jason Te Brake (NZYF Chair), Nadine Huitema (Board)

Northern: Natalie Lynch, Grant Shaw and Denise Knop

Wai/BOP: Hannah Cameron, Kent Weir

East Coast: Hamish Best, Megan Jacobson

Tara/Man: Daniel Russell, Andrea Wood

Tasman: Willis Richie, Ash-Leigh Campbell

Aorangi: Caleb Strowger, Cameron Black and Jessie Waite

Otago/Southland: James Heslip, Chris Pemberton

Staff: Terry Copeland (CEO), Duncan Trotter (Operations Manager), Casey Huffstutler (Field Team Coordinator) Teaghan Lourie (Tasman Field Officer), Leanne Oosthuizen (Otago/Southland Field Officer), Bridget Huddleston (Aorangi Field Officer)

Note Taker: Bridget Huddleston

1. Chairman's Welcome

National Committee Chairperson James Booker opened the meeting at 10.54am and welcomed all in attendance and guests – NZYF staff and CEO Terry

2. Apologies: Sam Waugh, Elaine Cook, Ross McCulloch

THAT the apologies be accepted

Moved: Caleb Strowger

Second: Hamish Best

Carried

3. Minutes of the previous Nat Com (April 2016)

THAT the minutes of the Nat Com meeting held in April 2016 be confirmed as a true and correct record.

Moved: Hannah Cameron

Second: Jason Te Brake

Carried

4. Matters arising from previous Minutes

THAT there are no matters arising from the previous minutes

Moved: Hamish Best

Second: Jason Te Brake

5. Reports

5.1 Chairman's Report – Jason Te Brake

Attached. Three key points:

1. Discussion around boosting membership/ how the disbursement is going. Key discussion point for

meeting is around what's happening at club level and any take home messages regarding slower than expected uptake of membership disbursement concept.

2. Changes at board level; Institute of Directors- offering a Future Governance programme- training for new board members. More reason to consider a role and to upskill our board.
3. Finance and audit risk committees within the Board; allowing the Board to focus on strategy.
4. Mention of Fieldays.

5.2 CEO Report – Terry Copeland (CEO)

As tabled, accompanied by membership numbers.

1. No 'up-swing' in membership seen yet since the new reimbursement, as was expected to be seen by now.
2. Reporting and getting a 'snap-shot' is difficult
3. Growing each club, rather than creating new clubs- specifically in TeenAg

5.3 Regional Reports Notes from reports

Northern:

- Over half the membership of the region is from one club
- Talking to schools re encouraging TeenAg- not overly taken up
- Sponsor pressure to start new club (Dargaville), but there's potential to lose focus on other clubs
- Discussion over the 'deal'/ expectations of sponsorship regarding Northern Fieldays. Northern are focusing on retaining the relationship but are disappointed in the lack of communication from sponsors and hand-over from previous Regional Committee.
- Centralised information storage system- to store standing orders, information such as the above details etc, so details of sponsorship, and specific information is not lost.
- Positive media surrounding Everest trip- April 2018. Currently 10 people interested.

Waikato/ Bay of Plenty

- Fight Night very successful- thank you to Casey for her input.
- Working on effective communication
- Focus on **renewal** of current members, slowing seeing results
- Special mention of inter-regional support of events up there- thank you for the support

East Coast

- Good 'encouragement' from Issy Hobbs to get involved in debating- which was well supported from clubs
- Mud run (TeenAg event) was really successful- key was all students hyped up, which got the parents and wider community supportive of the event
- Membership "special" – each club has set a goal/target of numbers that they want to achieve and some clubs have put on a deal for a particular month to achieve their goals. – important not to devalue membership- but could be used as a tool to avoid that drop off ie- \$10 discount if you renew prior to expiring

Taranaki/ Manawatu

- Buzzer night for Pete Fitzherbert all funds raised goes towards the gear the group wears at Grand Final

- Decisions need to be made regarding a smaller club in the region that are in a “winter hiatus”- hoping to reboot
- Engaging Massey students- communication with Lincoln club (who has a high ratio of members signed up to engaged members/ those attending meetings and contributing to the district) Sam Moscrip would be a great point of contact for this. Cam Black shared some thoughts from his experiences as a Massey YFC member.

Tasman

- Sharing information through one source (Facebook page) so it’s up to clubs to pick that up and filter down
- Running Chairman’s Dinners- to discuss club goings on
- Tasman Region now has a site at the Christchurch A&P Show- interactive site in prime location; use this as a pull for Alumni members and possibly lead on to a relationship with Fieldays

Aorangi

- Engagement of members- Chairman’s Awards Dinner last night an example of this
- Getting members to Regional Meetings –all clubs need to be represented here
- Skills nights run by Regional Exec (proper process for all roles and protocols) before the end of the year to be held in each district
- Club chairs encouraged to call around other chairs (especially within the district) prior to holding their meeting- seeing what’s happening in other clubs- to help solve each other issues and prevents clashes in events

Otago/Southland

- Regional Exec meetings every 2 months on the Sunday- also using Facebook chat group to strengthen communication
- More execs getting out to club meetings- just about all clubs were covered
- Region came up with questions for the board nominees and the exec team conference called them for a discussion. This was then fed to members, followed by a doodle-poll, allowing all members to have their say.

THAT all the reports be received.

Moved: Cameron Black

Second: Jessie Waite

Carried

General Business

6. Discussion: Develop and adopt a NZYF Mission Statement

- **“New Zealand Young Farmers; Growing our Future Providers”** (National Office)
- Growing our Industry’s Future
- Growing our Future Leaders
- Developing our Rural Communities
- Growing providers for our future

THAT we accept Terry’s Mission statement of “Growing our Future Providers”

Moved: Nadine
Seconded: Megan
Carried

7. Reiterating the role of NZYF Board members together with the ideal skills and experience

- James' feedback; importance of teamwork, feeding information and professionalism to NZYF partners/ funders and relate to all stake holders. Also the importance of technical literacy, picking out inconsistencies and discrepancies in accounts. And ideally the ability to communicate corrective feedback in a respectful and constructive manner.
- Jason: The board has conducted a skills matrix and competences framework. Skillset has been looked at and potential weak points of gaps have been identified... For example, there are no specific Maori connection or representation within the board. Importance of looking at where the organisation will be in 10 years' time; ensure decisions are being made that to fit to strategy.
- Terry's input; "To keep capability going NZYF needs to be clear on what is needed (on the board/in a delegate) and what the direction is (of the board)."

7.1 Discussion surrounding how regions are educating their members on board voting and nominees.

Around table discussion: Overall comprehensive undertaking by regional executives and improvement of sharing and discussion of nominees throughout their regions.

7.2 Discussion surrounding the benefit for Board Nominees having had NatCom experience/ attendance.

James stressed need that the greater point here was around the need for appropriate skill set, and understanding and/or ability to understand the organisation and its unique membership focused and NFP structure. While NatCom is good forum for understanding and learning about NZYF, certainly should not dismiss skills that members bring from associate or alternative organisations and businesses. But all in agreeance that NatCom is great, and regional leadership positions great stepping stone for future board members.

8. Discussion: Membership disbursement update (membership numbers on next page)

- Discussion why membership hasn't grown as expected since the membership reimbursement fee
- Aorangi: the fees are coming back into club bank accounts, but clubs haven't had time to spend this money yet- the bang for the buck is yet to be delivered. Once this happens more fingers might get pulled. A few Aorangi treasurers take computers to meetings.
- Northern: has got a couple of big payments back recently so their members have got a free t-shirt on sign-up (two pronged: advertising YF and a materialistic return on

membership). Chairs putting pressure on those 'hangers-on' that haven't paid up for years.

- WaiBop: it will take time. Membership drive- if your club gets 5 new members you go in the draw for \$100 tab. (still a profit for the region with the reimbursement).
- OS: having a site a Fieldays has helped OS a lot.
- East Coast: Are membership books still relevant for each club to have?

9. AGM Matters- including names of Regional voting delegates

- Casey recorded names of delegates
- No matters arising from this group for discussion at AGM tomorrow

10. NatCom Date and Venue September/October 2016

- NatCom in Wellington for Sept/Oct
- Castlepoint Station as a possible venue, with visits rather than industry speakers coming in.
- Tues 30th Sept- Thurs 1st Oct?- school holidays time so have to book flights earlier
- Earlier names get to Duncan the cheaper the flights are- possible deadline implemented – **BEFORE THE 20th JULY**

11. Extended NatCom 2017

- Likely to be in Autumn next year
- Bear in mind this is a busy time for contest and Young Farmers.
- Dates for regional competitions confirmed tomorrow (10th July)

12. Regional Emblems (current emblems on next page)

- Discussion around each region's design. Still a couple in collaboration with the office: WaiBop and Tasman still working with the office to create a fitting logo.

13. General business

- Emails:
 - 2x @youngfarmers.co.nz for each region
 - If you want to email Terry directly what you want for your 2 emails eg, waibop.region@youngfarmers.co.nz and region.waibop@youngfarmers.co.nz or one concise email accessed by the exec/ chair & sec
 - NZYF also has the capacity for each club to have an email address eg, XXXclub@youngfarmers.co.nz which would be administrated from NZYF (ie, no more lost passwords!)
- Clothing discussion with Duncan
 - Feedback hasn't got to Duncan as to what clothing is in demand
 - Option to link from NZYF website to good clothing suppliers
- CRM Update
 - Company engaged in Feb to sort out CRM (not delivering within timeline thus far)
 - Expert hired part time to cover/explore issues and options
 - Options will be put to the board for decision
 - Possibly start anew

- Mascots
 - Is this something regions need to support?
 - Great banter and build-up.
 - Etiquette required- respect and value of banners and mascots.

James Booker closed with a thank you to the volunteers who pulled together to make this week fantastic. Meeting closed at 2.41pm

ACTION POINTS

Who	Action	When/date	
Duncan Trotter	Duncan to coordinate developing a concept with Gary Massicks for a Raising the Standard course for Young Farmers grassroots level UPDATE: Looking at a National Course focusing on club to region processing	July 31 st	DT dealing with Gary, meant to have a plan to DT fortnight
Terry Copeland	Points based involvement record for NZ Young Farmers members	Dec 31 st	
Duncan Trotter/ Carolyn Bennett	Look at placing newspaper ads (seek funding) calling all Young Farmers for historical information	Ongoing	
Stefan Robinson/ Logan Nation	Develop action plan to present at next NatCom including shearing and wool handling	Topic for discussion at October NatCom	Put as topic of discussion for October

Who	Action	When/date
James/Terry	Survey on the AGM timing and on financial end dates among clubs	October NatCom
Board/ Duncan	Include H&S conflicts of interest in NatCom agendas	include in October NatCom papers
Terry	regions@youngfarmers.co.nz emails	31 st May- to cover in general business
DT	Work with some local members to put together a top 10 items for the clothing line	31 st May- DT needs to have a better system to find what members want
Casey	Doodle poll for October NatCom dates	Date changed to 15 th July

NatCom	Revisit strategy plans	October NatCom
NatCom	Region minutes to be circulated to the national board member for their delegated area	On going
NatCom	Work with their clubs to ensure correct financial reporting and accuracy	October NatCom
DT	Online membership book	31 st July
Regional Exec	Names of attendees for flights	July 31
Duncan/Leanne	One-page membership signup form	July 31
Duncan	Clothing supplier list	July 31