

National Committee Meeting

Saturday 25th April 2015
New Zealand Young Farmers Nation Office
185 Kirk Road, Templeton,
Christchurch

Meeting Opened: 9:01am

Attendees:

Board:	Cole Groves, Christine Christensen, James Booker, Jason Te Brake
Northern:	David Kidd, Mike Boler
Wai/BOP:	Hannah Cameron, Michael Lawrence
East Coast:	Hamish Best, Stefan Robinson
Tara/Man:	Shaun Bradley, Logan Nation
Tasman:	Kylie Muggeridge, Sam Waugh, Willis Ritchie
Aorangi:	Rous McCulloch, Amanda Kelly
Otago/Southland:	Stef Panko
Staff:	Terry Copeland (CEO), Duncan Trotter (Operations Manager), Teaghan Lourie (Tasman Field Officer)
Note Taker:	Kylie Muggeridge

Apologies: Chris Pemberton (Otago/Southland)

Moved: Cole Groves

Second: Mike Boler

Carried

Chairman's Welcome & Introductions

All welcomed by Jason Te Brake with special welcome to Terry Copeland and Duncan Trotter.

Minutes of Previous Meetings

Previous minutes were circulated prior to, and at, the meeting, and taken as read. Action points were discussed.

Moved: Jason Te Brake

Second: Shaun Bradley

Carried

Matters Arising

1. Christine Christensen name was not included in apologies (update)
2. Tidy up action points – as requested, one table has been included at the end of this document showing all ongoing and new Action Points.
3. Apologies were seconded by Cole Groves (update)

Reports

5.1 Competitions Report – Duncan Trotter

Nothing to report. Need names from Regions ASAP for shooting, fencing, debating and stock judging.

5.2 Kickstart Report – Duncan Trotter

- Kickstart list is changing
- Have been talking to NZ Walking Access Commission (NZWAC) - The NZWAC is the Crown entity that works to enhance free, certain, enduring, and practical walking access to the outdoors for New Zealanders and overseas visitors.
- Attended Farmer Wellness Meetings in Wellington – one farmer commits suicide every 14 days. Rural Support Trust, Mental Health Foundation (MHF) and FMG to partner.
 - Terry: NZYF organization will be working in partnership with FMG and MHF. National Committee must be proactive in talking to Clubs
 - Cole: Winter months are going to be tough on farmers so start the conversation now.
 - Michael Lawrence: Is there a central location for the Kickstart List? *Yes, it is on the website.*
- Reporting requirement of Kickstart is a funding requirement for DairyNZ and B+LNZ
- Terry: Reach out to Fed Farmers; they are keen to help out and provide good opportunities. Replacing Generate – potentially with Fed Farmers L1 & 2 courses at hopefully Fed Farmers cost.

Recommendation that Rural Support Trust, Mental Health Foundation and NZ Walking Access Commission are added to the Kickstart list.

Moved: Christine Christensen

Second: Michael Lawrence

Carried

Action Point Duncan Trotter to continue liaising with these organizations to finalise having them added to the Kickstart list.

5.3 NatCom Committees

Kickstart and Competition Committees. Regional chairs to discuss relevance of current Kickstart and Competitions offered and to submit any recommendations prior to the October/November NatCom.

Action Point Region exec to make any recommendations for changes and/or additions prior to end of year NatCom.

General Business

6.1 Motion to develop and implement a temporary by-law under section 23.0 of the Constitution

Not discussed

6.2 Code of Conduct for volunteers and members – Duncan Trotter

A document was needed with a clear expectation for members and volunteers.

Feedback

Willis Ritchie – Can we include it as an official amendment to the Constitution?

General consensus was that this is a good point raised by Willis. There is potential to include it. Although Duncan pointed out that there is some double up with Constitution.

6.3 Changes to Constitution – Christine Christensen

The Board is happy with changes; discussion is required with National Committee.

The steps from here are:

1. Recommendations put in
2. Send to lawyers
3. Sign off by Board at June meeting
4. Remits to Grand Final AGM

A motion was received that the suggested changes are accepted by National Committee and are to be put forward to lawyers for Review. Contest Rules and Code of Conduct to be inserted at the point where deemed appropriate by the lawyers. This is to be then finalised at Society AGM.

Moved: Christine Christensen

Second: Cole Groves

Carried

Table of Changes to be made		
#	Ref	Change
1	Front Cover	Change Date from May 2011 to July 2015
2	Pg4	Change Date from May 21, 2011 to 4 th July, 2015
3	P4, 1.2	Check and change date to 6 th August 1932
4	P4, 3.1	Update address to 185 Kirk Road, Templeton, Christchurch
	P4, 4.0	Willis Ritchie asked if the Constitution should be updated to include new values? This has been previously discussed with the Board and they are happy with it. They believe the current wording encompasses what we do now. Jason Te Brake asked if this was an appropriate place to insert Code of Conduct. Christine Christensen said that the lawyers will know best spot.
5	P7, 10.2	Amend from 'and' to 'an'
6	P9, 12.5	Change to 'five working days prior to the Society GM'
7	P17, 3.1	Voted on

		(A) 'constitutional member of Club at time of election' OR (B) 'constitutional member of Club through duration of term' Option (A) has it – 14 for, 3 against
	3.1	a) remove 'and' b) If they cease to be a member due to age, the elected Board Member can continue until the end of their term.
8	P17, 3.2	Change to 'two years from AGM to AGM'
9	P18, 6.3	Delete 'two or three years (January to December) (such term to be'
10	P22, 1.1 (c)	Amend from 'auctioning' to 'actioning'
11	P23, 4.3 (h) <i>Ref p9 'Proxy voting'</i>	Add new clause "Proxy voting is allowed when there is a written apology. The proxy should follow the form similar to Clause 12.6 (Schedule 1)"
12	P27, 4.3 (g)	Add new clause "Proxy voting is allowed when there is a written apology. The proxy should follow the form similar to Clause 12.6 (Schedule 1)"

6.4 Backdating Memberships – Duncan Trotter

There is currently a three month grace period for memberships. If the membership is paid within three (3) months of expiring, it will be backdated to the original expiry date. After three (3) months has lapsed the membership will recommence from the date of processing.

Duncan also proposed to roll-over December memberships to expire at the end of January as very few members renew in December - to proceed.

6.5 Fundraising for Regions expenses – Terry Copeland

- Cost of coming to NatCom: now have a specific sponsor signed up. This means the airfares to 2 x Big Wig/NatCom events will be fully funded.
- Crunching numbers to cover cost of 3rd NatCom – possibly to be held on the Wednesday of Grand Final Week.
 - Shaun Bradley: Is there room for a bigger intake for 3rd NatCom? More of a Regional Exec Conference.
 - Cole Groves: Region has opportunity to bring extra person, at Region cost, especially now as NatCom is fully funded.
 - Discuss extra seats with Duncan prior to each NatCom.

There is plenty of potential, in terms of growth, to expand NatCom and it will naturally evolve with that.

6.6 Awards Template

Jason Te Brake asked if we should change "calendar year" to "previous 12 months."

After some discussion, we agreed to leave it as is.

Christine Christensen pointed out there would be some crossover with prior events already being nominated and that all previous nominations should be considered again for this Grand Final.

6.7 Waipa/Waitomo District Name Change

Notification of district name change from Waipa/Waitomo to Waipa/King Country.

6.8 Identifying VIP former members for Alumni/launches/media stories

6.9 Region Delegates to help create digital record of archive material

Duncan pointed out that the centenary of NZYF is in 14 years. There has been a lot of history lost or misplaced. Comms wants to compile a database of successful previous members.

Terry said it would be nice to invite these members to our Events. There is a potential grant to fund a researcher for a centenary book.

Encourage someone in your Club/Region to take ownership and seek out old trophies.

Action Point: Regions and Clubs to identify VIP former members. Olivia & Carolyn to contact Regional Chairs.

Action Point: Duncan to look at placing newspaper ads calling all YFs to contact us with names and details

6.10 Competition – Shearing and Wool Handling

Reference: Amy Tomsetts letter in October 2014 minutes

Action Point: Stefan Robinson and Logan Nation to develop Action Plan to present at next NatCom that includes shearing and wool handling.

6.11 National Committee funding update Terry Copeland

Funding from OSPRI to cover travel costs, Agmardt to cover speakers and travel.

Action Point: Terry – Flesh out ideas for NatCom. Seek resources available. Need fundraising ideas from Regions.

Willis Ritchie – give ideas/tools to take back to Region and filter back to clubs

Shaun Bradley – Financial training and sustainability. Succession planning.

Action Point: Ideas and feedback to Duncan Trotter and Terry Copeland.

Followed by discussion around Regional Funding and how to. Plenty of awareness of National sponsors.

Rous McCulloch asked if there is potential for a percentage of the subs to go back to the Region? This could provide incentive to get more members.

Christine Christensen asked members if they were happy with the name of “Big Wig Day?”

Action Point: Submit suggestions of alternate names for “Big Wig Day” to Duncan Trotter

Extra: Health and Safety

Discussion/Feedback following Carolyn’s presentation on Friday 24th April.

Shaun Bradley asked how best to roll out NZYF Health and Safety policy.

Terry responded that the Regional Exec must embrace policy, make it a positive event and there is no argument that this is how we do it. There is potential to get Carolyn into Regions – just need to figure out budget.

- Cole: clear and consistent message is really important.
- Hannah: easy access to documents required.
- Willis: Use HazardCo (on Kickstart list) for support

Action Points:

Terry: look for room in budget to allow Carolyn to present to Regions. Develop Action Plan on how to deliver.

Carolyn: provide central location for all documents; develop step-by-step pack as guide for Regions.

Extra: Strategic Plans

Below are points discussed following the breakout session.

South Island – Tasman/Aorangi/Otago/Southland

- Improve communication
- Inter District/Region support of events: calendar
- Culture
- Definition of roles
- Engagement: improve at all levels
- What is YFs? What does it mean to members?
- Tasman are potentially developing an app with its main focus on events

East Coast

- Be in line with National Strategy
- Definition of successful Region and what it looks like
- Develop culture that encourages interaction
- As Exec, support growth and improvement and retention of membership

Tara/Man

- Work closely
- What can we offer?
- Facilitate events effectively: ensure events are suitable, held at the right time of year and executed well

Wai/BOP

- Regional Strategic Plan to flow on from National Plan and head in the same direction.
- Set tangible challenges
- Effective communication

Northern

- Focus on getting Strat Plan up and running
- Transplant ideas from other Regions
- Seek engagement from Clubs.

Other

- Head Office creating centralised calendar to minimize clashes
- Leverage knowledge of members who have come from other Regions

Reports

7.1 Chairman's Report Cole Groves

Welcome to the April 2015 National Committee meeting in Christchurch. It is an opportunity for the organisation to show off the new Head Office that has been a long time coming. It is not only a much better location but enables the majority of the staff to be working in a professional and comfortable environment.

Congratulations to all the new office holders in the regional committees, well done for stepping up and leading your regions. Since the last National Committee meeting the board and Terry have spent a substantial amount of our time developing a new strategy for NZYF. We spent a day in December with an external consultant breaking NZYF down to its core values, where we see NZYF in 30 years and what are NZYF core values that make it so unique. In April the board approved the new Strategy that Terry developed, Terry is going to go over that strategy with us later on in agenda.

As you will be aware Board nominations are open for two positions on the NZYF board for a two year term. If you know of anyone who is thinking of standing please encourage them. Nominations close 4th June. I think it timely to explain the importance of governance and why NZYF has a board. The role of the board is to govern the organisation by monitoring its performance, setting the strategy, supporting and reviewing the performance of the CEO, monitoring and ensuring there is adequate financial resources along with approving the annual budget. The board makes decisions that are in the best interests of the organisation which in turn will benefit the members. We are often questioned about why we get funding from industry partners for other areas of the organisation such as TeenAg or Agrikids or are involved in PGP projects instead of focusing that money towards YF members. Ultimately, the strategy must benefit YF in the long run, so those decisions are always discussed with every new idea Terry and his team have. The board only employs the CEO, so we monitor the organisations performance through the CEO's performance. The board has a HR committee which conducts the CEO performance review six monthly and annually, which includes an external 360 review with board members, staff, YF members and industry partners. I hope this helps explain why it is important that NZYF has a board and why the right people are required for that board.

I hope you all enjoy the next couple of days, make the most of the time and enjoy the social side as well.

Regards

Cole Groves
NZYF Chairman

7.2 CEO Report Terry Copeland

Attached

This is a summary of points.

- What is the potential membership in the Regions? Look at people working in the Primary Industry. Can we utilize Stats NZ to gain these figures?
- TeenAg: consistent growth across the country.
- Need to get firm handle on retention issues
- TeenAg to Young Farmers: need better communication to let TeenAg members know where their next Club is. Clubs also need to have better engagement with TeenAg including inviting them to Club events.
- Push your Field Officer to include membership ID number on membership tracker list (making it easier to renew memberships)
- Membership cards on the way
- Jason Te Brake: 4 Regions are either flat or declining (referring to graph on NZYF Membership (EXCL TAG) March by Region
 - What resources do those Regions need/want?
 - Are Regional Chairs getting enough resources from Field Officers?
 - Regions need to understand what each Club needs and wants?

Action Point: Pose above questions again at next NatCom.

Membership Sub Structure

Membership retention is an issue.

Discussion points

- Long term membership could hide engagement issues
- Engaged members are important
- CRM relies on Clubs supplying the info i.e. members attending Kickstart events etc
- Some Clubs are subsidising memberships

Options/Ideas

- Renewal discount
- Fee reduction
- 2 year membership (possibly 3 year) with discount i.e. \$70 for one year; \$130 for 2 years etc
- Long term member i.e. 5 years

Membership Age

Plenty of discussion around the positives and negatives of changing the age-out to 35 years.

Points for keeping at 31:

- we have a unique place in the market (16-31),
- raising age would change the dynamic of the organisation
- RBN is available
- we currently cater for 31 plus as advisories and supporters (possible change supporter name to alumni or similar)

Points for raising over 31:

- we are missing an opportunity to involve senior members longer
- wanting to grow to 10,000 members in strategy
- people now travel for part of their young farmers lifespan

Resolved that the discussion would be revisited by the board and that any feedback from the regions should be directed to their board representative.

8 Value Proposition

We had a group discussion around the current and future tangible vs non tangible benefits of Young Farmers.

Value Proposition	
Tangible	Non Tangible
Discounts – utilise sponsors	Resources
ANZ Banking Package	Pathway into courses & organisations
Young Country Magazine	YFs brand allows networks with industry, politicians etc
Publications	Meet new people in new places
Contest Prizes	Utilising connections within Clubs i.e. mechanics
Generate Programme	Experience on Committees i.e. running a meeting
Fed Farmers Courses	Personal development i.e. confidence with public speaking
Support Network	Mixing with like-minded people
Subsidised events (Fundraising completed to attend)	Find a future partner
Access to Scholarships	

- Clubrooms – connect with communities
- Members Card – Farmlands; fuel etc
- Overseas Exchanges
- Formalised trainings
- Specialised competitions
- Engagement with mainstream and urban areas of NZ

Action Point: Terry is to create a one pager and make available to all members.

Reports

Reports are taken as read as were included in Agenda, except Aorangi. Below are brief points.

9.1 Northern

Positive: significant increase in members taking part in competitions
Challenge: membership and continuing engagement

9.2 Waikato/Bay of Plenty

Positive: Competition weekend with 14/15 Clubs in attendance
Positive: Network Day attended by all Clubs

Negative: Rogue club formation at Atiamuri: potential to devalue YFs brand as they are seeking sponsorship in YFs name. Working with them to get registered and seem to be on top of any issues. Thanks to Head Office for all their support.

Negative: Fencing Competition

9.3 Taranaki/Manawatu

Negative: Wellington Club Ball had issues

Positive: formation of Mana Club

Challenges: increasing membership

9.4 East Coast

Challenges include communication and using the Exec to pump up struggling clubs (now has a better spread of Exec throughout the Region).

Negative: Leadership Day was poorly organized.

9.5 Tasman

Negative: divided Region for most of the last year

Positive: Regional Final was a success and TeenAg uptake has increased.

Challenges: Lack of buy-in for Regional activities; new focus on Strategic Plan

9.6 Aorangi

Report presented by Rous McCulloch. A copy of the Report was presented to each delegate.

Negative: Regional weekend; Farm Finds fundraiser

Positive: Regional contest

Challenges: Timaru Club still to be kicked off; Grand Final in Timaru

2016

9.7 Otago/Southland

Positive: Rural games in Queenstown; communication improving with new Exec; new clubs forming

Negative: No Regional Events

Recommendation that all Reports (all Regional, CEO, Chairman's, Competitions and Kickstart) be received and have been discussed.

Moved: Hannah Cameron

Second: Michael Lawrence

Carried

Meeting Closed 3.32pm

ACTION POINTS

Updated from October 2014

Who	Action	When
Duncan Trotter	Distribute contact list of RAS contacts around the country to regional committees	ongoing
Regional Chairs	To explain to club secretaries the importance of sending through minutes for member activity reporting and external funding	ongoing
Regional Chairs	To provide Duncan a list of all representatives in their region sitting on other committees.	ongoing
Cam Lewis	Will pull together some information on what a strategic plan is for regions.	ongoing
	That Young farmer membership monthly by region graph be included the email that goes to regional exec monthly	ongoing
Regional Chairs	Each region put forward what they do to generate revenue so that regions can learn from one another	ongoing
Regional Chairs	Go back to regions and talk to members about if there is a desire for education certificates, is there a gap, are people putting it on their CVs would they get value from this.	ongoing
Board/Terry	Develop a one pager with this selling information on it for members	ongoing
	Further discussion required with Tara/Man Strategic plan	ongoing
Duncan Trotter	Further discussion re: shearing competition with Regions	ongoing
Regional Chairs	Go back to members to find out why the pay current membership	ongoing
Duncan Trotter	Send out information from Mark Callaghan (ANZ Manager Transaction Banking) – the future of transactional banking	ongoing
Carolyn Bennett	Explore avenues for funding First Aid Courses – approach ACC	ongoing
Terry Copeland	Summary of notes from Friday's Strategic Discussion - how we encompass and embrace everyone's values across the organization? And about how we filter culture and behavior down through the regions	ongoing

ACTION POINTS

New Points from April 2015

Who	Action	When
Terry Copeland	Update CEO details on Charities Commission website	ongoing
Christine Christensen	Liaise with Terry to get changes to Constitution to lawyers	ongoing
Region Chairs	Identify VIP members at Regional & Club level. Olivia and Carolyn to contact Region Chairs	ongoing
Duncan Trotter	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	ongoing
Terry Copeland	Flesh out ideas for expanding NatCom.	ongoing
Terry Copeland	Seek fundraising ideas from Regions	ongoing
Region Chairs	NatCom ideas and feedback to Duncan Trotter & Terry Copeland	ongoing
Region Chairs	Submit name change suggestions of 'Big Wig Day' to Duncan Trotter	ongoing
Terry Copeland	Develop Action Plan on how to deliver Health and Safety policy	ongoing
Carolyn Bennett	Develop step-by-step pack for Health & Safety for Regions and Clubs	ongoing
National Committee & Regional Chairs	Pose these questions at next meeting to develop understanding of what each Club needs/wants <ul style="list-style-type: none"> What resources do those Regions need/want? Are Regional Chairs getting enough resources from Field Officers? 	ongoing
Terry Copeland	Develop one pager of tangible vs non-tangible benefits.	ongoing
Regional Chairs	Seek feedback from members regarding membership age. Deliver to Board	ongoing

