



May 2019

Isn't nature amazing. Despite the very high level and length of draught conditions we experienced during the summer, trees are still able to stand tall and display their beautiful autumn colours. The array of colours is just beautiful at present, though I will change my mind when I am forced to rake them off the lawn and driveway but in the mean time I will enjoy nature's beauty knowing that task still awaits me.

Tasks on the Secretary 'To Do' List for May include –

- ◆ **MNZ Annual Meeting** will be held at the Brentwood Hotel in Wellington on Sunday 23rd June commencing 10 am and concluding at 4 pm. Registration fee is \$95 for Early Bird Registrations (received by 30th May) and \$115 for registrations after that date. The Annual Meeting is an administrative meeting discussing and changing the documents that dictate the how and what we do in the Sport of Marching and this year remits will only cover the Constitution being the 'every second year' as per Rule 7.1.
- ◆ **MNZ Annual Meeting Agenda** will be sent out toward to Associations Secretaires for distributing to registered attendees. To allow your delegates to be fully informed when they contribute to the discussion at the Annual Meeting, be sure they are involved in the discussions and they receive the full input of your Association Committee. The wider membership may also be interested and through an Open Forum Meeting could make very good and positive contributions. The Remits and General Business items will be sent as an email attachment for you to swiftly circulate to your members for their input prior to the Association or Forum Meeting.
- ◆ **2021 NZ Championship** applications closed on 30 April and the Board will make the announcement at the Annual Meeting in June of the host Association and the dates and venue for the Championship in 2021. Thank you to the associations who submitted applications but unfortunately there can only be one Host Association.
- ◆ **MNZ Service Awards** are presented by MNZ to members who have provided service to the sport as per Rule of Participation A 23. Thank you to the Associations who submitted names and scripts, there are some very worthy recipients, some who have served much longer than the initial 10 years for this Service Award. Certificates will be presented by the MNZ President at the Annual Meeting to those in attendance and then by Board Members at regional or local events during the coming season/year. We also have the names of members who have now served an additional 10years after the Service Award and will be presented with a Long Service Badge.
- ◆ **Volunteer of the Month** – please, please keep sending in your Volunteer of the Month for MNZ to recognise in the Newsletter and please continue to acknowledge your volunteers too, a card or quick email is all that is required sometimes. Next month is National Volunteer Awareness Week (16-22 June) and presents a great opportunity to host a thank you function-get-together and recognise your volunteers and to encourage them to come forward again and perhaps even convince them to hold positions on the committee for the new season which is fast approaching. Start planning now and create a worthwhile opportunity to says Thanks
- ◆ **Association Annual Meetings** must be held by the 31st July as per Rule 16.5.1.1 so finalise details now and start looking for suitable persons required for the Committee to replace those stepping down. Even if it is a reshuffle of personnel – different people in different positions can create different ideas and new enthusiasm.
- ◆ **Association Committee Composition** would have been considered and agreed at the April meeting of the Association Committee. Now that the composition option is confirmed, notice and nominations can be called as per the option requirements outlined in Constitution Rule 16.4.2. It is recommended that the Association Annual Meeting record the option operating for the coming year.
- ◆ **Open Forum Meetings** are also an opportunity to seek out potential Committee members and volunteers for the new season. They may need some persuading so start now, especially if you have

some known vacancies on the Committee for next season. If you have held a meeting, make sure your Committee follows through on the topics raised. Not all topics raised will work for your association, but perhaps with a little adjusting they may and early planning for the new season can only be beneficial to all concerned... especially in your role as Secretary. The strategies that the Committee has agreed to apply next season, be they for recruiting or retaining Under 12 Coaches, Masters Marchers, Volunteers or whatever your Association has deemed the greatest area of need to enable growth in the sport in your region will be an ideal topic for the Open Forum and show the members that the Committee is keen to grow the Sport of Marching and that they too can contribute toward the planned outcomes.

- ◆ **Team Open Forum Meeting** was suggested last month, did your Association hold them or are you still organising it with each Team? Maybe your Association consider it too late for end of season and see value for a pre-season Forum Meeting instead. Remember the facilitating role does not need to fall on the President or Secretary, the Association could appoint a Committee Member to facilitate the meeting of all Parents and Caregivers with Team Management, even better if your Association has already a Liaison Person appointed for each Team.
- ◆ **Members with liabilities** (if any) need to be recorded noting the list from Clubs and Teams Treasurers must have been received by the 30th April otherwise all members are declared 'clear' of any liabilities. Keep reminding Club and Team Treasurers to inform the Association immediately these members have cleared their liabilities.
- ◆ **Planning for the coming season** will be on the agenda for the Association Committee and should include time allocated to re-look at your Strategic Plan and develop new initiatives that will meet your targets in the plan. Your initiative might be to recruit new Judges, your Chief Judge will, with some assistance from the Committee formulate a plan to apply over the coming months and have Trainee Judges at the ready for Opening Day. Or the Association may consider a target drive toward more Under 16 Grade Teams and create a programme of Night Marching Classes specifically for this age group.
- ◆ **Admin stuff** needs to be filed regularly and that includes sending copies of the Association Meeting minutes to the CEO, and have the minutes or reports from the Association Coaching Co-ordinator (sent to the Technical Manager and the Director of Coaching) and Chief Judge (sent to the Technical Manager and Director of Judging) as per ROP A19.4 and no later than one month after the date of the meeting.
- ◆ **Association Minutes** will include reportage from your Treasurer, Chief Judge and Coaching Co-ordinator and if not included in the text of the minutes and referred to 'as attached', then the reports MUST be attached when circulated including when forwarded to MNZ and Technical Working Party and attached when filing for keepsake as per ROP A20.2.
- ◆ **Admin Workshop** information will be circulated shortly and will include sessions on the Conviction Check Policy, Volunteers, Coach Development Programme, Financial Management, Incentives and planning for the future

A busy month preparing annual reports etc. and following through on plans for the coming season, but do take some family time and have a **Happy Mother's Day** on Sunday

Diane

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