



# friendship force

NEW ZEALAND

## Delegates Meeting

3pm Tuesday 13<sup>th</sup> April 2021

Elm Fireside, El Rancho, Waikanae

### Present:

NZ Coordinator	Debbie Lattey (Chairperson)	
NI Northern Field Rep	Gwendolyn Needham	
NI Southern Field Rep	Graham Wigley	
SI Field Rep	Heather Ponder (Retiring) and Jan Harrison (New)	
FFI FSO	Jo Tinworth	
FFI eFlyer Coordinator	Colin Ridge	
Christchurch	John Hannah	David Harrison
Hamilton & Waikato	Jude Rees	Carol Stubbins
Kapiti Coast	Fran Kennedy	Sue Harris
Manawatu – Wanganui	Pamela Pointon	
Marlborough	Rosemary Kirk	Jennifer Scott
New Plymouth	John Thomason	Robert Cooper
South Taranaki	Kevin Dwyer	Helen Walker
Taupo	Alan Milne	Bob Tinworth
Tauranga – WBOP	Jonathan Spink	
Wairarapa	Marjorie Jennens	June Rosengrave
Wellington	Lynnda Bouzaid	Malcolm Sime
Whangarei	Peter Geange	Lex Geange

### Apologies:

- Nelson, Otago & Southland Clubs and Bernard Letts (Manawatu).

### Welcome:

- Debbie welcomed all, and explained housekeeping items.

### Previous Minutes 19<sup>th</sup> February 2020:

- **Motion** *‘that they are a true and correct record’*. Debbie Lattey / Robert Cooper – passed.

### Matters Arising:

- None that will not be coming up later at this meeting.

### Finances:

- **FR Levy** – This helps fund the Field Rep activities. **Motion** *‘that this be 60 cents per member for 2022’* Debbie Lattey – Robert Cooper – passed.
- **Public Liability Insurance** – Colin Ridge explained that this is a ‘Broadform’ Public Liability Policy used by all Insurance brokers, and covers us for public liability in club arranged events. Details are on the FFNZ Website. **Motion** *‘that this be \$2.00 per member for 2022’* Debbie Lattey / David Harrison – passed.

- **Field Reps Administration Account** – see foot of these minutes.
  - Heather Ponder explained that this is an account used to cover operating income and expenses of FR's within NZ – such things as website, bookmarks, brochures, bumper stickers, and so on. It is funded by the 60 cent per head levy (passed above) and donations from clubs.
  - Heather added that while there is no requirement for the FR account to be audited, she does get it reviewed for her own peace of mind.
  - Following discussion about FFNZ becoming an Incorporated Society, the general consensus was that we remain as we are now.
  - **Motion** *'that the accounts as presented be accepted'* Heather Ponder / Robert Cooper – passed.
- **Report from Financial Services Officer Jo Tinworth** – see foot of these minutes.
  - The original FSO role was as a clearing house for funds sent to and received from overseas, although clubs could and still can make or receive these payments direct without using the FSO system if they wish. The role has changed over the last year to also include:
    - a. Collection and holding of Domestic Fees within NZ – ie – not forwarding these to FFI.
    - b. Collection of Covid19 Donations from Clubs and Members (\$31,240) and forwarding these to FFI.
    - c. Paying the deposit for the National Gathering \$1200 – this will be refunded.
  - **Motion** *'that the report as presented be accepted'* Jo Tinworth / Alan Milne – passed.

It was noted that the FSO position is that of an unpaid FFI ancillary officer and as such is appointed by and responsible to CEO Jeremi.

#### **Discussion Items:**

##### **Feedback on Member & Club surveys:**

- Debbie outlined that this showed that 80% of members are over 70 years old, club strength is reasonably good, but there is a Leadership problem for both Club Leaders and Coordinators. This will be discussed in the Gathering programme.

##### **Club Health Reports:**

- Club leaders present at the meeting reinforced the issues they are having with leadership.

**Discussion on Domestic Journey Fees including Remit from FF Whangarei.** This subject invoked much discussion:

- The fee structure for all FFI fees is set by the FFI Board, and any request for change must go to them for discussion and decision.
- At the 2020 NZ Conference, CEO Jeremi outlined that he has some discretion with the application of these, and had decided to allow a special status for NZ in that (a) the Domestic Fees would be NZ\$15 - as against US\$15 elsewhere, and (b) these funds would be held in NZ by the FSO to be used to develop membership within NZ.
- There was discussion about what qualified as an FFI Journey incurring the Domestic Fees, and what is a Club private Journey. There are some grey areas. The outcome of discussion was:
  - a. Any Journey that involves hosting by a Club is subject to the NZ\$15 per hosted night Domestic Fee. This is very clear FFI policy which has been in place for a number of years, and is non-negotiable.

- b. Any Journey undertaken by a club for its own members that includes non-hosted nights or doesn't involve any hosting – ie – overnight in motels and the like - there is no Domestic fee for the non-hosted nights.
- c. Any Journey that is promoted to all NZ members is subject to a Domestic Fee. However, there are two divisions within this: (a) where hosting is with a club, the normal NZ\$15 fee applies, (b) where there are non-hosted nights – ie – stays in motels etc – there should be a lesser fee applying. *(The FR's met later and came up with the suggestion that the fee be \$10 per night for the first 5 nights and \$5 per night thereafter, and they will take this to CEO Jeremi for confirmation or otherwise).*
- The subject of where fees should be used was raised, and Debbie said that this would be a discussion item later in the Gathering.

**Vaccination Certificates for FF travellers.** The result of discussions were:

- The FFI Board has decided not to set a policy as there are so many variations in different countries throughout the world.
- The NZ Government is likely to set policies regarding overseas visitors to NZ which will take things out of our hands and which our organisation and clubs will have to follow.
- Initially the Gathering attendees thought that setting NZ wide guidelines for overseas visitors would be a good idea, but on further reflection (given that the FFI Board has wrestled with the same issue and decided 'no'), the matter was eventually left for each club to decide what vaccination rules to apply for ambassadors and their own members for Journeys.

**'Social' Memberships and how these are being handled by Clubs**

- Concern was expressed that some clubs have a membership category named 'Social' or similar, and these people do not pay an affiliation fee with FFI.
- Jeremi has been approached, and there is no such option available for FFI members – a member is a member is a member.
- Clubs are asked to get rid of this category from their systems, and delete from the By Laws or Constitution if currently included. There are other ways to keep older or prospective members informed and included.
- In any case, the new FFI 'my.friendshipforce.org' system will require all members to be registered in future when the Affiliation Fees are paid next time, or else they will not be eligible to take part in any part of a Journey.
- The issue of Life Members was raised, and some clubs reported they pay an FFI Affiliation Fee for these members even if the club does not collect a subscription from them.

**Future Conferences / Gatherings / Whatever.**

- Clubs were asked to offer to host a 2022 'Gathering'. It is understood that the Australian one is likely to be held in August or September 2022, and perhaps we should work with these dates as it is not likely that Jeremi will travel this way twice in any one year. *(Subsequent to the meeting Debbie has found out that the Australian 2022 conference dates are 11-14 October 2022, and financial constraints may well prevent Jeremi from attending. The FRs will therefore look at dates that suit us better.)*

**Any other matters for discussion;**

- There were no other matters for discussion.

**Meeting closed at 4.55pm.**

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**FFNZ Financial Services Officer's Report. Financial Year 1 January 2020 – 31 December 2020.**

2020 began well, with FF Ambassadors planning Journey travel to and from countries all around the world.

NZ clubs paid their FFI Affiliation fees promptly – thank you those involved.  
At 20 January 2020, FFNZ had 690 paid members from 19 clubs.

The FFNZ Blenheim Conference in February was attended by CEO Jeremi Snook. In 2019 the FFI Board approved a 'small increase' in the Domestic journey fee, effective 2020, rising from USD 10.00 to USD 15.00 per night. Jeremi announced a pilot programme for NZ in 2020, setting our Domestic Fees at NZD 15.00 per night, to be held in NZ. This was well received by members. FFI forwarded approved Guidelines for the possible use of these fees.

Then along came Covid-19, affecting almost everything we took for granted! Borders closed, our country went in lockdown, opportunities for travel ceased and we began experiencing 'a new norm'.

Friendship Force Journeys were cancelled or postponed, fees were refunded and we all waited. FFI's income source was severely impacted and an appeal for financial assistance was launched. New Zealand responded generously, with clubs and individuals donating a total of NZD\$31,420.00, with the aim of supporting Kimberly, Regional Support Manager for Australia and New Zealand, Member Engagement Specialist and Planning Manager.

Domestic fees were received from one club-to-club Journey before lockdown and three journeys later in the year when New Zealanders were fortunate to be able to travel within NZ. Two successful non-home hosted South Island journeys were held in November with 29 members participating.

The FFNZ 2020 domestic fee total income received was NZD 7,605.00. The only expenditure was the NZD 1250.00 deposit required for the 2021 El Rancho Gathering.  
The annual 2020 balance was NZD 6,355.00.

**Jo Tinworth**

FFNZ Financial Services Officer  
8 April 2021

2021 Update

As at 17 February'21, NZ has 570 paid members from 15 clubs (four less than in 2020)

The pilot programme continues, with 2021 domestic fees to date = NZD 7,800.00 (includes Island Hop; Farming Journey; Marlborough/Molesworth x 2; Taupo/Wellington/Wairarapa)  
The FFNZ domestic fee balance as at 8 April was NZD14,155.00.

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## Field Reps Account

Receipts & Payments for 12 months 1 December 2019 – 30 November 2020

<b><u>Opening Balance</u></b>		<b>\$1722.76</b>
 <u>Income</u>		
Insurance Premium from clubs	\$1270.40	
Levies from clubs	\$ 414.00	
Bank Interest	\$ 25.76	
Bumper Stickers	\$ 48.00	
Brochures	\$ 100.00	
Zoom account (1/2 share)	\$ 124.00	
Marlborough FF Club Donation	\$ 150.00	
Napier FF Club Donation	\$1000.00	
Building Bridges Excess funds donation	<u>\$ 268.67</u>	<u>\$3400.83</u>
		\$5123.59
 <u>Expenses</u>		
First Fruits Website	\$ 414.00	
Public Liability Insurance Premium	\$1069.50	
Bookmarks – Precise Print	\$ 287.50	
Feather Flag	\$ 185.00	
Postage	\$ 84.00	
Zoom account	\$ 248.13	
Bank charges	\$ 0.29	<u>\$2288.42</u>
 <b><u>Closing Balance</u></b>		 <b>\$2835.17</b>