

## MEMORANDUM

<b>DATE:</b> March 16, 2023	<b>STATUS:</b> High
<b>TO:</b> All Member Clubs	<b>FROM:</b> Chief Executive
<b>CC:</b> Gymnastics New Zealand Board; National Office Staff; Honours Committee	<b>ATT:</b>
<b>RE:</b> Vacancies for Elected positions on the Gymnastics NZ National Board  Nominations for Life Membership; Meritorious and National Service Awards	<b>NOTE:</b>

Dear Members,

The Board Appointments Panel (BAP) is calling for nominations from suitably qualified candidates to fill **two Elected Board Member positions** for the Gymnastics NZ Board, both of which will become vacant as of the 2023 AGM, to be held virtually at 7pm on Wednesday 14<sup>th</sup> June 2023.

Under the Terms of the Constitution, the Board Members are eligible for re-election for a further term.

**The following rules apply to all nominations forwarded to the BAP:**

- Nominations may only be made by Member Clubs/Organisations
- All nominations must use the attached nomination form.
- All nominations must be submitted to the national office to the attention of the Chair, Board Appointments Panel.
- All nominations must be received by **5.00pm Monday 15<sup>th</sup> May 2023**
- Nominations received after this date, and time will be ineligible for consideration.
- Rule 15.6 of the constitution outlines the eligibility requirements for all nominations.

The BAP will complete a full assessment of each nominee received. This assessment may include undertaking enquiries and holding interviews with nominees where required. The assessment of each nominee by the BAP will include but not be limited to the following factors:

- their knowledge, experience, and participation as a member of the gymnastics community.



- their prior experience as a director, trustee or experience in other governance roles.
- their knowledge of, and experience in sport generally and in particular, community sport.
- their experience and skills (commercial or non-commercial) in the following fields, finance, marketing, law or business generally.
- Strategic ability and stakeholder focus.

The **Board Appointments Panel will make a recommendation to the AGM** as to whom it considers would best suit the positions for consideration and election by the Delegates at the meeting.

### **Life Membership, Meritorious and National Service Awards to Gymnastics NZ**

Nominations are also being called for Life Membership, Meritorious and National Service Awards to Gymnastics NZ.

The National Service Award is awarded to persons who have given service to the sport of GymSports or any Gym Sport or national volunteer service above and beyond the criteria of a Service Award.

The Meritorious Award is awarded to persons who have given service to gymnastics warranting recognition beyond that provided for in Service Awards.

### **The following rules apply to all nominations forwarded to the CEO:**

- Nominations may only be made by Member Clubs/Organisations
- All nominations must use the relevant attached nomination form.
- All nominations must be submitted to the national office, and
- All nominations must be received by **5.00pm Monday 15<sup>th</sup> May 2023**
- Nominations received after this date, and time will be ineligible for consideration.
- Rule 11.2 and 11.3 of the General Regulations outlines the eligibility requirements for National Service Awards and Meritorious Awards respectively – the regulation can be found [HERE](#).

All Life Membership nominations must be accompanied by a curriculum vitae and with the support of at least two referees or two written references.

All nominations will be referred to the Honours Committee for consideration. Those nominations deemed acceptable based on the criteria set out in the Constitution, will be recommended to the Delegates at the forthcoming AGM.





It is suggested that Member Clubs circulate this Memo widely to all of their members.

Kind regards,

A handwritten signature in black ink, appearing to be "Andrea Nelson", with a long horizontal stroke extending to the right.

**Andrea Nelson**  
Chief Executive  
Gymnastics New Zealand

