



Board Matrix (as at January 2014)

Aims and goals

The Board is responsible for the long-term organisational health and prosperity of the Alex Moore Park Sport and Community Incorporated Society (Hereafter called 'The Society').

The Board sets the direction of the society and monitors its performance on behalf of all stakeholders.

The Board is responsible for ensuring:

- the establishment and ongoing currency of The Society's vision and strategic direction,
- the establishment of relevant policies,
- the provision of customer focused products, programmes and services,
- that The Society has the capacity and capability to implement policy and manage its affairs in an effective manner,
- organisational risks of all types are analysed, quantified, understood and that policies are in place to manage these risks and mitigate against them if required, and
- that The Society's objects and the choices made in pursuit of those objects, are adequately communicated and explained to members.

Makeup of the board

The Society's board is comprised of eight representatives, five appointed and three elected by the five Founding Members.

The five Founding Members are:

1. Olympic Harrier Club Inc.
2. Johnsonville Cricket Club Inc.
3. Johnsonville Softball Club Inc.
4. North Wellington Junior Football Club Inc.
5. The North Wellington Association Football Club Inc.

Any other organisation may apply to join The Society as an Associate Member.

The Society's Complex Manager (to be employed at a later stage) will attend all meetings but is not a member of the board and has no voting rights.

The officers of the board are Chairperson, Deputy Chairperson, Treasurer, and Secretary.

The Chairperson and Deputy is elected annually in accordance with The Society's rules.

Board skill sets

As an overall target, the board membership should contain or have reasonable access to the following skill sets. It is stressed that these skill sets are the ideal picture of the whole board, not any one individual:

- strong local council and community connection, credibility and networks,
- business acumen,
- strategic planning and programme/project management experience and understanding (commercial and not for profit),
- experience in marketing, event management and the creation of commercial partnerships,
- knowledge of property development, construction or architecture,
- knowledge of legal issues relating to corporate business and the not for profit sector,
- knowledge and experience in risk management, finance, economics and accounting,
- good understanding of the principles of leadership, governance and general management,
- fundraising experience,
- change management experience, and
- experience in communications, human resources management and public relations.

It should be noted that this breakdown is the ideal position and where a skill set cannot be derived through the election and appointment process then the board may co-opt specific expertise to assist with various projects or research as and when required. All such temporary appointments will be for a specific term.

Other issues of note

1. Board meetings take place monthly as set by the board.
2. The Society's eight board members will be re-elected or replaced two at a time from the second annual general meeting and then annually thereafter as outlined in the society's rules.
3. The Society's board members are unpaid directors with the board having discretion to reimburse any expenses incurred.
4. Items of note can be found at: www.alexmoorepark.org.nz

Board Director Overseeing Alex Moore Fundraising

The AMPB prime objective is to connect our community to the project and increase the contributions of individuals and groups to the project by building relationships and exploring new fundraising opportunities from various sources. The main focus for fundraising by the Board will be:

- Community involvement;
- Corporate connection;
- Legacy focus;
- Major gifting;
- Trust ID and grant application;
- Events.

Raising awareness of our aims and goals is also a key focus.



Key Performance Areas

The various types of fundraising that will be facilitated by the Board will include:

1. motivating and facilitating our base to maximise the funds raised;
2. inspiring new areas to raise money, while maintaining and developing relationships with existing areas;
3. overseeing traditional fundraising activities;
4. considering and developing new and imaginative fundraising activities;
5. raising awareness of the project and its local and regional need, e.g. by giving talks to groups or seeking photo opportunities with the media;
6. facilitating web-based fundraising, online auctions and merchandise sales;
7. increasing funds by researching and targeting charitable trusts whose criteria for grants match our charity's aims and activities;
8. developing and implementing a strategy for individual and corporate supporter recruitment and development;
9. facilitating volunteers to carry out various functions within the project;
10. facilitating corporate fundraising, including employee giving;
11. facilitating databases to record supporters, donor contact and preference information;
12. facilitating approaches for project support to a wide range of potential donors;
13. relationship building with local authorities, particularly the WCC;
14. making risk analyses and return to focus effort on the most appropriate fundraising activities (with the highest chance of success); and
15. other areas approved by the Board.