
Athletics Canterbury Executive Committee - Minutes

12 July 2018 @ 5:30 p.m. – Red Cross Boardroom, 32 Birmingham Drive

To Do

Present:

President - Andrew Stark (**AS**), Daniel Reese (**DR**) - Secretary, Craig Brown (**CB**), Annette Campbell (**AC**), Avril Davies (**AD**), Monique Gale (**MG**), Sam Mclean (**SM**), Michael Sharapoff (**MS**),

Apologies: Anna McNab (**AM**),

Minutes: Confirmation of the Minutes of the last meeting held on 14th June 2018 -

Moved **DR 2nd AD**

Carried

Matters Arising:

1. ➤ Rules / By-laws - Athletics Canterbury submission sent to ANZ. **AS** had decided not to send the submission to the other Centres but will discuss with Centre reps at the Club Connect.
 2. ➤ Athletics Canterbury By Laws – **DR** to send the proposed changes to the Executive as these can be approved by the Executive and will be discussed at the next meeting. **DR**
 3. ➤ ANZ T&F Championships, LOC – The LOC has had it's first meeting. Trevor Spittle is to be the LOC Chairman with Ruth Liong as the Event Secretary.
 4. ➤ Club Connect – It was moved **AD, 2nd AC** That the President be reimbursed for travel to attend the Club Connect in Wellington on 4th August. He would attend as a representative of Athletics Canterbury. **Carried**
 5. ➤ Bill Richards Marathon Fund – Hannah Oldroyd had applied for travel to the Berlin Marathon of which she had received a sub-elite entry. The Trustees had recommended an amount of \$1800.00 It was moved **AS 2nd MS** that \$1800 be paid to Hannah Oldroyd from the Bill Richards Marathon Fund subject to Hannah supplying a report of her trip. **Carried** **DR**
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Key Projects & Initiatives:

1. **Athletics Canterbury AGM**
 - The full Audit had not yet been completed. It was recommended by **AS** that at the AGM we move a motion from the floor that the incoming Executive appoint a reviewer for the 2018-2019 financial year, having looked into what we require, i.e. audit or review.
 - **AM** has withdrawn her nomination for the Executive and will not be available as Treasurer. She will however assist the incoming Treasurer with coding items on Xero if required.
 - As the Secretary and Treasurer positions are appointed by the Executive, it was decided that we put a Post on Facebook asking for expressions of interest for either or both the positions. **DR**
 2. **General Managers update**
 - The role had been re-advertised. Approximately 20 applications had been received. **DR** was to forward the applications to **MS**. Applications had now closed.
 - Discussion took part on the makeup of the appointment panel. **AS** decided that he would step down from the panel. The meeting decided that it wouldn't be necessary to add an additional member to replace him, so it was agreed that the appointment panel would continue with the remaining three (3).
 3. ➤ **Nga Puna Wai** – Due to extra expenses associated with the outer throw zone area of Nga Puna Wai and after much debate with the Athletics Canterbury design group, Dale Stevenson (HP ANZ) and Hamish Grey (CEO ANZ), Athletics Canterbury has committed a further \$95k over 3 years for the outer throws area to ensure it is completed as part of Stage 1. ANZ to contribute \$55k. Athletics Canterbury had already spent \$100k on equipment, plus \$50k is in the Escrow account tagged for the build. Therefore, there is a need for the athletic community to help fund future equipment purchases. **MS**
AC
 - **MS** is to investigate setting up an Online donations page for NPW fund raising. **AS** has spoken with both the IRD and the Charities Commission in regard to donations being tax deductible.
 - **AC** moved **2nd AD** that we spend \$1000 for someone to come up with a marketing plan **Carried**
 4. ➤ **Athletics NZ – Membership Debate:** **AS & AC** had a lengthy conversation with Hamish Grey about our suggested 'community member' option. ANZ have the option for a NEW membership category
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to cover this group. We are to provide ANZ with a proposal about this option. The idea is to create a NPW membership, with options of seasonal or annual subscriptions. Through this method we would be able to get more members into our database and therefore ANZ's database.

AS

- ANZ have sent us a 'cooperation agreement', to be signed by Athletics Canterbury. However, this agreement will not be signed until the outcome of our decisions about a community member option has been completed. ANZ have been informed, that on-going financial support from CCC is at stake. **AS** is to come up with a new clause for the cooperation agreement, covering 'community members. ANZ are concerned that fewer members will join clubs but will consider trialling our suggestion within our region.

5. **Coaching Forum:**

- **SM** had produced a report as a summary of the Coaches Forum held on Sunday 8th July. He was to forward this report to the coaches and ask for feedback. **SM**
- **SM** would try and arrange a meeting during the weekend of the ANZ Club Connect with Emily Nolan (Coach Education Manager) from ANZ.
- **CB** is to see if we can add a "Coach" category in our Athletics Canterbury database. **CB**

6. **Athletics Canterbury Dinner**

A review of the Annual Dinner would again be carried forward to our next meeting.

7. **On-Going Areas to follow up on. To be completed as time permits:**

ALL

- Creation of a task register / who does what by when / feedback at each meeting – on going

8. **Coaching / Officials Mentoring Initiative** update (on hold and will use GM to implement).

Correspondence Inwards:

1. Sport Canterbury – Kiwi Sport Regional Partnership Fund. It had been suggested that we apply again for funds from this, once we identify a 'need' for funds.
2. Paul Ryan – A letter of complaint was tabled, but it didn't come under our jurisdiction.
3. ANZ, Gareth Archer – National Track and Field Calendar 2018/19 & IAAF National Permit Meet information.
4. Athletics South Canterbury All Weather Track Trust – advising new committee positions
5. Various – Applicants for GM role requesting clarification **MG**
6. Blair McWhirter – Letter of thanks for Bill Richards funding.
7. **MS** had received an indication that we hadn't filed a return with the Companies Office. **DR** was to follow up **DR**

Correspondence Outwards:

1. The Annual Report had been sent to all LMs and online copies had been sent to all clubs and delegates.

Financial Report:

- AS** presented report Moved: **AS / DR** **carried**
- It was agreed that **AS** be reimbursed for various expenses relating to his meetings involving NPW.
 - Moved **DR / CB** **carried**

Sub Committee Reports:

1. **Registration Secretary** (Shona Brown)
 - Total registrations to the end of June were 871 (818, 2017).

General Business:

- ANZ are happy for someone to attend the Club Development programme club meetings. **MG**
Christchurch Avon's meeting is on the 24th July. **MG** has indicated she could attend. **MG**

Meeting finished at 7.30 p.m.

Next Meeting: Thursday 9th August 2018
