
Athletics Canterbury Executive Committee - Meeting Minutes

Held 13 July 2017 at 7:30 p.m. – 32 Sloan Terrace

Present:

Kevin Jago (**KJ**) - Chair, Daniel Reese (**DR**) - Secretary, Peter King (**PK**) - Treasurer, Craig Brown (**KJ**), Avril Davies (**AD**), Michael Sharapoff (**MS**), Andrew Stark (**AS**)

Apologies:

There were no apologies

Minutes:

The Minutes of the meeting held on 8th June 2017 were taken as read and approved. *Moved: CB/ST Carried*

Matters Arising:

1. Sanctioned Events – **DR** is to email Clubs in regard to their obligations in paying their sanctioned event fees ASAP once the event has been run.
 2. It had been agreed at the previous meeting that Sabrina Grogan (\$250), Summer Rutherford (\$250) and Nick Moulai (\$250) be funded. Amounts had been agreed upon by email.
It was moved that Sabrina Grogan (\$250), Summer Rutherford (\$250) and Nick Moulai (\$250) be paid subsidies. *Moved: DR/AD Carried*
Nick has since withdrawn due to injury. **DR** was to communicate that the subsidy would be required to be returned.
 3. **AD** is to book the Cashmere Club for the 2018 Awards Dinner.
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Correspondence Inwards:

1. Nomination Forms for AC Executive and T & F Committee.
 2. A Sanctioned Event application form had been received from the Port Hills Club for the Crater Rim Ultra. Application approved. *Moved: DR/AS Carried*
 3. Subsidy applications had been received from Daniel Trenberth (Oceania T & F) and Connor Melton (Australian Cross Country).
As per previous applications the following subsidies were approved.
Daniel Trenberth (\$250), Connor Melton (\$100) *Moved: AS/AD Carried*
We needed to investigate a policy for future funding of athletes to various events re: amount to give.
 4. ANZ – Athletics App Offer. It was felt that we couldn't justify the cost (\$3000 per year) considering our ongoing commitments to NPW. We already have a Website and Facebook page which served our needs at this point.
 5. Letters of thanks were received from Nick Moulai, Sabrina Grogan and Summer Rutherford.
 6. The New Brighton Olympic Club notified of a change of Secretary.
Tony McManus – tonymcmanus12@gmail.com
 7. An e-mail from Anita Sutherland asking that the Executive reconsider their position of her attending the Club Connect Conference. It was agreed by **KJ**, **DR** & **PK** prior to this meeting that she could attend.
 8. Notice of Mid South Canterbury Sub Centre AGM. **AS** and **DR** will attend.
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Correspondence Outwards:

1. Final Notice of AGM. *(Note: PDF version to be added to website ASAP following this meeting)*
 2. Letter to Anita Sutherland (SDM) in regards the Sports Development Role.
Motion: 'That the Inwards and Outwards correspondence be approved' *Moved CB/AD Carried*
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Strategic Plan:

1. Strategic Sub Committee outcomes. **MS** and **DR** had not met in June, but will be more proactive following the AGM.
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2. **Nga Puna Wai:** Early earthworks on the site has stopped due to wet ground conditions. The expected completion date of the track is now late March 2018 (not January 2018). Those responsible for the build are looking at ways they can catch up time once the soil dries out. This will involve re-ordering what is built and when.

AS attended a workshop where funding options were presented. In late July, David Bailey (CCC Project Funder) is to present to a full CCC meeting the reasons why extra funding is required to complete Stage 1 and where it could come from. If all goes well, we will have a new track, TIC / control room, an equipment shed and outer throw zone, plus a covered stand all completed in Stage 1.

3. **Administrative Role Review:** As noted in previous minutes, the Executive Committee has gone into Committee several times, this being for the purpose of discussing the on-going viability of the SDM role. The financial impact of Nga Puna Wai on our reserves, plus other factors, indicates that this role is unsustainable in its present form. **PK & AS** presented the reasons at a face to face meeting with Anita held on Friday 7th July. She had until Wednesday 19th July to respond. It was agreed that the Executive meet on Thursday 20th July at 7.30 p.m. to discuss her response and come to a final decision.
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Financial Report:

PK talked to the accounts. Still waiting on the Escrow Account to be set up by CCC before we transfer our money into it.

Motion: 'That the Financial Report for the Executive and Coach Force accounts be received and the accounts for payment approved.'

*Moved **PK/CB** Carried*

Sub Committee Reports:

1. **Finance Sub Committee** – The Finance committee hadn't met since the last meeting.
2. **Registration Secretary** – Financial members to date (2017/18) is 818 (previous month 751). We still haven't reached 600 registered athletes which previously we have reached by the Jane Paterson Cross Country races.
3. **Rules/By Laws** – **AS** is to contact Peter Richardson to see whether he wishes to continue as the Centre's Solicitor. If not, then Richard Sprott will take over. He has already been involved in looking over some of the Nga Puna Wai documentation.
- We are still waiting on ANZ to come up with Administrative Regulations for Associate Members (Centres). We cannot complete our rule changes until there is direction from ANZ.
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Sport Development Manager:

The Monthly Report and plan for June was presented and approved.

*Moved **DR/AS** Carried*

General Business:

1. Life Membership – The meeting discussed the proposal of Life Membership to be conferred at the upcoming AGM. The person in question was considered an appropriate recipient. **DR** to contact appropriate people to collect information.
- Motion: 'At the next AGM, the Executive put up the said individual for Life Membership of Athletics Canterbury'*
- Moved **AS/CB** Carried*
2. **AS** mentioned he had received a copy of the Review responses from the Mid South Canterbury Sub-Centre and was pleased with the process and the outcome.
3. **AS** noted that the South Canterbury Club's AGM is due to take place on Thursday 20 July. Since the SGM he attended in January, he has had no correspondence with the Club about assisting them with changing their Constitution & By-Laws. However, he has noted that information he requested go on their website has been added. The Constitution is unchanged, but a new membership By-Laws has been added.
4. **KJ** thanked everyone for making themselves available to serve on this committee and wished those remaining on the Executive, all the best for the future.
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Next Meeting:

Date to be decided by the incoming Executive.

The meeting closed at 9:45 p.m.

President: _____

Date: _____