

## **MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF ATHLETICS CANTERBURY HELD AT 32 Sloan Terrace, 13 April 2017, 7.30PM.**

### **PRESENT:**

Kevin Jago (Chair), Daniel Reese, Michael Sharapoff, Andrew Stark, Peter King and Craig Brown

**APLOGIES:** Avril Davies

### **MINUTES:**

The Minutes of the meeting held on 9<sup>th</sup> March 2017 were taken as read and approved.

Moved Craig, 2<sup>nd</sup> Andrew **CARRIED**

### **MATTERS ARISING:**

1. Sanctioned Events – Kevin had spoken with Dave Thomas re some information he had obtained from Athletics in British Columbia and Triathlon NZ. He is going to look out this information for the Executive to discuss. Michael was also to look up a document he had.
2. Officials Coordinator – Michael presented a Budget for an administrative role within Athletics Canterbury, which would encompass, Sports Development, Officials, promotion etc. This was discussed at length.

### **CORRESPONDENCE:**

#### **Inwards:**

- (i) Sanctioned Event Application Forms were received from:  
The CCRC – Lionel Fox Relays, Sumner Running Club – Boulder Bay Classic and North Canterbury Club – Greta Valley Relay.  
Moved: Daniel that these be approved 2<sup>nd</sup>: Michael **CARRIED**
- (ii) Sport Canterbury – Invitation to a workshop and to meet their new General Manager. It was decided that we should be represented. Daniel said he could attend with one other.
- (iii) John McBrearty – Thank you for Officials funding to National T&F Championships.

#### **Outward**

- (i) Nomination Forms for Awards Dinner to all Club's.
- (ii) Email to all clubs for a list of their Coaches.
- (iii) New Brighton Olympic, University, Methodist and Anglican Clubs – confirming acceptance of Sanctioned Event application.

Moved Andrew 2<sup>nd</sup> Peter "That the Inwards and Outwards correspondence be approved"

**CARRIED**

### **STRATEGIC PLAN:**

- (i) Strategic Sub Committee outcomes – Michael and Daniel had met. There was nothing further to report.
- (ii) Nga Puna Wai – The Escrow account (Money held by a third party) is being set up for each of the 4 sports. This document is still being finalised. We need to prioritise the items we wish to have the funds released for. The sports involved are currently looking at setting up a Trust. The Trust will run the future of the NPW complex. It is a lot easier to get funding for the Hub through the Trust. The current proposal being discussed is that Athletics Canterbury will be charged \$100/hour for the use of the Hub/track. The control room has still not been finalised, but Athletics Canterbury will need to contribute towards the building of this.

We need to now start applying for funding as there will be a lead in time for equipment. It is urgent that Allan Tucker and Craig know their timelines for the delivery of equipment, so they can go back to the Council to enable them to start applying for funds.

**FINANCIAL REPORT:**

The topic of Insurance was brought up. Peter informed the meeting that our gear is covered in transit and if stored at someone's place.

Peter presented a Budget for the 2017 – 2018 year. This would be approved and finalised after the new employment budget had been approved.

The topic of Fundraising for NPW was discussed. A suggestion of people buying a seat at NPW and having their name engraved on it was a possibility. The Give a Little page could also be a possibility. A decision on this would be made at a later stage when we had a better understanding of the extra funds we may need.

It was moved Craig 2<sup>nd</sup> Andrew "That the Financial Report for the Executive and Coach Force be received and the accounts for payment approved." **CARRIED**

**SUB COMMITTEE REPORTS:**

1. **Finance Sub Committee** – The Finance committee hadn't met since the last meeting.
2. **Registration Secretary** – The totals for the 2016/2017 year looks to be 2564.  
It has been a busy start to the season with a few issues with the new online registration system. ANZ and STG have sorted out the major ones and Shona has dealt with most of the minor ones. Unfortunately, there have only been 7-8 clubs doing registrations this year. So far 301 people are on the new system. Affiliations have been slow on the uptake, but these will be chased up before the next meeting
3. **Rules/By Laws** – Kevin is still to talk to our Centre Solicitor, Peter Richardson..
4. **Awards Dinner** – Progress was being made.

**SPORT DEVELOPMENT MANAGER:**

Anita had suggested a community coaching award. It was decided that the Awards panel would look at nominating for this.

The Monthly Report and plan for March was approved.

Moved: Daniel, 2<sup>nd</sup> Andrew

**CARRIED**

**GENERAL BUSINESS:**

1. AGM for Athletics Canterbury and the Track and Field committee was set for 26<sup>th</sup> July 2017. Daniel was to book the Garden Room at the Cashmere Club for this.
2. We need to set up a data base for Grade 13/14. Andrew and Michael are to set up some questions to send out as a survey.

**NEXT MEETING:**

Thursday, 4<sup>th</sup> May, 7.30pm, at 32 Sloan Terrace

The meeting closed at 10pm

..... CHAIRMAN

..... DATE