

## **MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF ATHLETICS CANTERBURY HELD AT 32 Sloan Terrace, 4 May 2017, 7.30PM.**

### **PRESENT:**

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

It was moved by Kevin that Andrew Stark chair the meeting

**CARRIED**

**APOLOGIES:** There were no apologies

### **MINUTES:**

The Minutes of the meeting held on 13<sup>th</sup> April 2017 were taken as read and approved.

Moved Craig, 2<sup>nd</sup> Avril

**CARRIED**

### **MATTERS ARISING:**

1. Sanctioned Events – Still waiting on further information
2. Andrew had meet with Sport Canterbury, and had subsequently met them again with Kevin and Peter, with a view to how we run the sport going forward.
3. Peter had talked with the Insurance company and had decided to make no changes to our policy.

### **CORRESPONDENCE:**

#### **Inwards:**

- (i) Nomination Forms for Awards Dinner
- (ii) NPW Project Steering Group Minutes of 1<sup>st</sup> May
- (iii) Helen Mackle – Letter of thanks for Funding
- (iv) Notice of ANZ AGM
- (v) Clubs – List of coaches

#### **Outward.**

- (i) CCRC, Sumner Running Club and Papanui Toc H – confirming acceptance of Sanctioned Event application.

Moved Craig 2<sup>nd</sup> Avril “That the Inwards and Outwards correspondence be approved”

**CARRIED**

### **STRATEGIC PLAN:**

- (i) Strategic Sub Committee outcomes – Michael and Daniel had not met in April
- (ii) **Nga Puna Wai** - Andrew had signed the ESCROW agreement on behalf of Athletics Canterbury. AC are required to deposit \$50,000 into the Escrow account by the end of June. All other sports are expected to deposit their contributions at that time. Money in the Escrow account is only paid to CCC once certain clearly defined outcomes for each sport are met.  
AC have asked if they can contribute up to \$250k towards the Control room / TIC building, made up of contributions from Cross-country & Road, Canterbury Masters & Canterbury Childrens. Andrew is also investigating obtaining some funding from 4<sup>th</sup> World Veterans Games Trust. We have agreed in principle to spend our money this way, provided we are successful re: funding applications for initial equipment purchases. CCC to assist in this process. If unsuccessful, then AC money will be required for equipment purchases. CCC are aware of this situation.  
There have been on-going meetings between CCC and the four sports about setting up the Nga Puna Wai Trust. The exact nature of the Trust has yet to be determined.

There are two extremes, i.e. CCC retains 100% ownership of assets, manages the facility and covers all costs or all assets are transferred to a Trust and the Trust manages the facility. The most likely initial outcome is that CCC retains ownership of most assets and provides financial support, with the Trust managing the day to day running of the venue.

- (iii) **Administrative Role** – Once Nga Puna Wai is up and running there will be additional financial expectation placed on athletics, i.e. track replacement fund established from day one, over and above the hire of the venue (unlike QEII, venue hire only).

**FINANCIAL REPORT:**

The registrations from STG are coming into our Bank account the following month. Keeping our commitments to NPW in mind, Peter has been adding deposits as they fall due, to the Rabo Account.

It was moved that Craig and Peter were to decide on the best deposit option for the monies required for NPW. Moved: Andrew 2<sup>nd</sup>: Avril **CARRIED**

It was moved Craig 2<sup>nd</sup> Peter “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 are 2564 before Officials are added. To date 13 clubs have affiliated. Financial members to date (2017/18) is 535.
3. **Rules/By Laws** – Kevin is still to talk to our Centre Solicitor, Peter Richardson..
4. **Awards Dinner** – Anita joined the meeting at 7.50pm. Numbers were currently sitting at 67. Trophies were at the engravers. Oska Baynes was to do an interview with William Stedman and George Edwards on their experiences at Rio. It was agreed that Daniel and Andrew would MC the Dinner evening with help from Anita.

**SPORT DEVELOPMENT MANAGER:**

The meeting asked that we require a list of coach’s courses that have been held with a list of attendees. A list of coaches was also required.

The Monthly Report and plan for April was approved.

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

**CARRIED**

**GENERAL BUSINESS:**

1. Kevin had booked the Cashmere Club for the AGM of Athletics Canterbury and the Track and Field Committee for 26<sup>th</sup> July.
2. Peter was hoping to have a set of consolidated Financial Accounts available for the AGM

**NEXT MEETING:**

Thursday, 8<sup>th</sup> June, 7.30pm, at 32 Sloan Terrace

The meeting closed at 9.30pm

..... CHAIRMAN

..... DATE