

**MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF ATHLETICS
CANTERBURY HELD AT 32 Sloan Terrace, 9 March 2017, 7.30PM.**

PRESENT:

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

APLOGIES: Michael Sharapoff

MINUTES:

The Minutes of the meeting held on 9th February 2017 were taken as read and approved.
Moved Avril, 2nd Craig **CARRIED**

MATTERS ARISING:

1. Sanctioned Events – Daniel had written to all Club's advising them of the process for applying for a Sanctioned Event.
2. Officials Coordinator – Michael was still working on this in conjunction with the SDM role.

CORRESPONDENCE:

Inwards:

- (i) Sanctioned Event Application Forms were received from - University of Canterbury for the Hagley Relay, New Brighton Olympic for the Hoka One One Tai Tapu Run Festival, Anglican Harriers for the Andrew Reese Memorial Relay and Methodist Harriers for the Governors Bay to Lyttelton Road Race.
Moved: Kevin that these be approved 2nd: Andrew **CARRIED**
- (ii) Sumner Running Club - Sanctioned Event query. Daniel was to write a letter to them advising on what they get by sanctioning their event.
- (iii) South Canterbury Sub Centre - Hosting of Athletics Canterbury in Timaru. This was for T&F Committee and they had received the letter.
- (iv) Athletics Waikato Bay of Plenty for gear request for National T&F Championships. This has been forwarded to Craig Brown and actioned through him.
- (v) ANZ - Advising of research email to go to all athletes.
- (vi) Victor Gamperle - querying the publishing of the minutes on the website. These were already widely circulated by email and the accounts had never been attached previously. The meeting still felt comfortable having them published.

Outward

- (i) Liz Keenan - Resignation acknowledgment

Moved Andrew 2nd Peter "That the Inwards and Outwards correspondence be approved"
CARRIED

STRATEGIC PLAN:

- (i) Strategic Sub Committee outcomes – Hadn't met since the last meeting. Michael had added the current outcomes on the Athletics Canterbury Website.

- (ii) Nga Puna Wai – Alan Tucker has come up with a design of the Control Room/Photo Finish/Announcer etc. Andrew is to communicate our preferred design to the working committee at the CCC.
The CCC are currently putting together various funding applications. Some gear purchases have quite long lead times so we need to be aware of this.
- (iii) Sport Development Manager, Job description –
Michael has been working on a sustainable business model plan. He will be in talks with the Children’s Association about potentially partnering with them. He had a breakdown of the things that the role should be doing and will present to the next meeting.

FINANCIAL REPORT:

The Treasurer had 2 deposits to reinvest.

It was moved Peter 2nd Craig “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** – There are currently 2545 (2448 previous meeting) financial members.
The old registration system will close on 27th March and the new system (Club Net) will go live on 1st April. All Clubs have been notified. One training evening for Club Net has been held. It was decided that for the coming year, 2017/2018, the Club affiliations would be done through the online portal.
- 3. **Rules/By Laws** – Kevin is still to talk to our Centre Solicitor, Peter Richardson..
- 4. **Awards Dinner** – It was agreed that the cost be set at \$35.00. Daniel was to send out the Awards Nomination forms including the new categories of Official of the Year and New Official of the Year. These would be available on the Website. Nominations would close on Sunday 16th April.

SPORT DEVELOPMENT MANAGER:

The focus for this month was the organisation of the National Track and Field Championships. The Monthly Report and plan for December and January were approved.

Moved: Daniel, 2nd Andrew

CARRIED

GENERAL BUSINESS:

- 1. ANZ are to hold a National Trail Running Championships.

NEXT MEETING:

Thursday, 13th April, 7.30pm, at 32 Sloan Terrace

The May meeting would be on the first Thursday (4th) so any last minute details of the Awards Dinner could be dealt with.

The meeting closed at 9.30pm

..... CHAIRMAN

..... DATE