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## Athletics Canterbury Executive Committee - Minutes

14<sup>th</sup> February 2019 @ 5:30 p.m. – 12 Highcrest Heights, Westmorland, Christchurch

To Do

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### Present:

President - Andrew Stark (**AS**), Daniel Reese (**DR**) - Secretary, Steff Davis (**SD**) - Treasurer, Annette Campbell (**AC**), Avril Davies (**AD**), Monique Gale (**MG**), Sam Mclean (**SM**)

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**Apologies:** No apologies

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**Minutes:** Confirmation of the Minutes of the last meeting held on 13th December 2018

Moved **DR 2<sup>nd</sup> AD**

**Carried**

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### Matters Arising:

1. ➤ School Sport Canterbury donation – \$1000 had been received and would be added to the Thomas Harbut Fund
  2. ➤ Sport Canterbury Awards – It was agreed to pay for all finalists to attend
  3. ➤ New Brighton Olympic - Letter of support still to be done
  4. ➤ Circulation of minutes – The abridged version would be circulated
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### Key Projects & Initiatives:

#### 1. Executive Role descriptions and Annual Work Plan

##### ➤ General Manager's report and our expectations of the role in the short term

The role of GM is terms of setting up NPW, interacting with the CCC and other sports, preparing for Athletics NZ championships and handling school bookings, has taken up more than expected. This will remain his priority until the season is over, at which time we will conduct a review. This will include looking at how we improve how we operate NPW (an expectation of CCC that we do) and consideration of an additional paid supporting role for the GM, such as an administration person.

##### ➤ Working Groups

The Marketing Group had met once and **AC** presented the a scoping document outlining the draft marketing plan for 2019.

Working Groups leaders have been chosen;

Coach Development – Sam McLean

Pathways – Monique Gale and Avril Davies

Funding and Sponsorship – Steff Davis

Communications and Marketing – Annette Campbell

Online Activity – Communications and Marketing Group

We would be making a call for people who would be interested in joining these Working Groups

##### ➤ Coaching

**SM** was still waiting on information from Sport Canterbury in regards a mentoring programme. A group of the coaches appear to be very negative with regards to becoming affiliated to the National Coaching Group. **SM** is meeting over the weekend with Hamish Meecham from ANZ and Peter Pfitzinger the interim CEO of ANZ with regards to the affiliation process and making it more 'user friendly' for coaches.

**SM**

**AS**

##### ➤ Board Review

The Executive is currently considering a name change, to reflect a more professional approach as to how we run our sport, i.e. calling ourselves a 'Board'. It was suggested that Sport Canterbury be consulted re: the legal implications of a name change.

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#### 2. Awards Dinner

This was to be held on 10<sup>th</sup> May 2019. **AD** was to book the Cashmere Club. Menu, costings and format would be discussed at our March meeting.

**AD**

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#### 3. Nga Puna Wai update re. the National Track and Field Championships

- They will happen
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**Correspondence Inwards:**

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1. Sport Canterbury – Megan Jones – Letter of confusion regarding incorrect closing date for Sport Canterbury Awards
2. Rod Syme – email address change to symerod@gmail.com
3. Alexander Olson – re information on Valdy Briedis **DR**
4. Mid South Canterbury – Temuka Club 125<sup>th</sup> Anniversary March 2019
5. Waimate Caledonian Society – Event application
6. Mis South Canterbury – advising of change of representative singlets
7. Run Timaru – Sanctioned event application - Approved **DR**
8. New Brighton Olympic – Sanctioned Event application. This was referred to the CCRC
9. Sport Canterbury – Nominations for Event of the Year

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**Correspondence Outwards:**

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There was no outward correspondence

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**Financial Report:**

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- Athletic Canterbury still had a commitment to the CCC for Nga Puna Wai of \$132,335.00, but we are currently waiting on invoices from CCC before paying. This was the first payment for the athletics practice zone (\$30k), Throw Cages, installation cost (\$14,135) and International Athletics Federation Grant (\$88,200)
  - The Cross Country and Road Committee will pay the Marketing Manager (Julia Moore) fees until the end of March and the balance would then be paid by the Executive out of Authorised Event fees collected during the winter.
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**Sub Committee Reports:**

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1. **Registration Secretary** (Shona Brown)
    - Total registrations to the end of January were 2430 up from December's 2354. Registrations at the same time in January 2018 were 2392 an increase of 38 (1.6%)
    - ANZ have released their 2019/20 fees. It was hoped to have the Canterbury fees out to clubs early to mid March
    - Shona Brown had indicated that the 2019/2020 registration year would be her last.
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**General Business:**

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- Annual General Meeting – this was set down for 24<sup>th</sup> July. **AD** was to book the Cashmere Club **AD**
  - Life Members/Awards Panel – **AC** was to contact John Gamblin and ask for recommendations for the Cross Country and Road section of our sport. **AC**
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**Meeting finished at 7.50 p.m.**

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**Next Meeting:** 14<sup>th</sup> March 2019

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Athletics Canterbury President: (Andrew Stark) \_\_\_\_\_

Date: