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## Athletics Canterbury Executive Committee - Minutes

18<sup>th</sup> April 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, Annette Campbell (**AC**), Avril Davies (**AD**), Sam Mclean (**SM**)

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**Apologies:** Steff Davis (**SD**)

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**Minutes:** Confirmation of the Minutes of the last meeting held on 20th March 2019

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

**Carried**

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### Matters Arising:

1. ➤ Board review – This is ongoing
  2. ➤ Administration/NPW Role – AW had spoken with our GM. Ian had met with various officials, who had come up with some good ideas. The process of what was required had started.
  3. Awards Dinner
    - The date had been changed to 17th May. Tom Walsh has indicated he would attend, and **DR** has arranged for Kevin O’Sullivan to facilitate an interview with Tom.
    - **DR** was to send emails out requesting the return of trophies
    - AC had spoken to Graeme Seatter in regard to providing badges and bars to replace the current Pocket Badges. It was decided that we would order bars for – T&F, Out of Stadia, Life Members, Executive and for Service Award (10years and 20years). **AC** was to place a starting order of 200 badges.
    - **AC** was to organise the Joolz Moore to start advertising the dinner on FB
  4. ➤ Life Members/Awards panel – It was decided we needed an awards panel to recommend people for Life Membership and Merit Awards. It was agreed to approach – Trevor Spittle, John Gamblin, Shona Brown and John McBrearty. It was decided that this years Merit awards be presented at the July AGM instead of the Athletics Canterbury Awards dinner.
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**AC**

**DR**

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### Key Projects & Initiatives:

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

- **General Manager’s Report** – This was received and discussed. **SM** brought up his concern of the conflict with Canterbury Hockey over the summer. The GM was aware of this. **AC** suggested we look at providing our own Urns and other gear for the NPW kitchen. To be progressed via the GM.
- **Working Groups** – AS was working through the Working Group applications. **DR** had agreed to join the pathway group and discuss further with **MG**.  
**Communications** – the GM still needs to finalise who speaks on behalf of Athletics Canterbury. Discussion took place.
- **Coaching** – Hamish Meecham of ANZ had advised that he was currently viewing the CV of applicants for the ANZ Coaching Development officer. A coaching seminar for Distance/Middle distance Coaches had been advertised for Sunday, 28<sup>th</sup> April at Papanui Clubrooms. **SM** and Lockie Campbell are to meet to go through resources already on hand from the Coach Force Officer.

**DR**  
**MG**

**SM**

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### Correspondence Inwards:

1. Lisa Brignull and Chris Dunell – Bill Richards application. After receiving a report from the Trustees of the Bill Richards Trust, it was moved **DR** seconded by **SM** that Lisa Brignull’s application be declined and Chris Dunell be paid \$1000
  2. Alan Tucker – change of email address to alantucker7@gmail.com
  3. Emails of Working Group interest
  4. Ian Thomas – Advising Annual leave 15<sup>th</sup> to 23<sup>rd</sup> April
  5. Joolz Moore – Sponsorship proposal. This had been forwarded to the GM
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**Carried**

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**Correspondence Outwards:**

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1. Vajin Armstrong – declining Bill Richards application
  2. Club Secretaries – Distance/Middle Distance Coaches forum
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**Financial Report:**

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- In the Treasurer's absence there was no report.
  - It was Moved **AC** seconded **AS** that we budget \$10,000 for the year for the work of Joolz Moore for Marketing. **Carried**
  - Discussion took place on further Funding for marketing and the GM's role.
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**Sub Committee Reports:**

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1. **Registration Secretary** (Shona Brown)
    - Membership was similar to last year, with Children (under 15) down 72.
    - The Athletics Canterbury registration Portal was nearly setup for clubs to start accepting registrations for the start of the 2019/2020 season.
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**General Business:**

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- Don Greig was looking at starting a club in Canterbury. He had already applied to ANZ, but as yet **DR** hadn't had any luck. **DR** were to contact Don Greig to advise him that he also needed to put an application in to the Canterbury Centre
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**Meeting finished at 7.40 p.m.**

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**Next Meeting:** 9<sup>th</sup> May 2019

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