

Present:

Andrew Stark – President (**AS**), Daniel Reese (**DR**), Annette Campbell (**AJC**), Ian Thomas (**IT**) Avril Davies (**AD**), Haidee Stratford (**HS**), Tom Houghton (**TH**) and Bernie Jago (Minute Secretary)

Andrew welcomed everyone to the meeting, particularly the new members who then gave an outline of their backgrounds.

BOARD TIME

➤ **Appointment of Board Secretary and Treasurer:**

AS moved “That Daniel Reese be appointed Board Secretary and Victor Gamperle be appointed Board Treasurer.” Seconded Annette Campbell. **Carried**

General Manager’s Review:

AS and **AC** had met with Ian and completed his review.

ADMINISTRATION

Apologies: Sam McLean

Minutes: The Minutes of the meeting held 16th July 2020 were confirmed. **Carried**

Matters Arising:

- **Drop Box:** **IT** will set up a separate Board Drop Box for the Board only. **IT**
- **Circulation of Minutes:** **DR** still working on how the Minutes can be put on the website. **DR**
- **AGM Minutes and Actions:** **DR** and **AS** working on these. A summary of how the Board will operate, as agreed at the AGM, is to be put on the website. **DR/AS**
- **Constitution By- Laws:** **DR** moved “That the changes to the By-Laws be accepted.” Seconded **AD**. **Carried**
- **Mid-South Canterbury AGM:** **AS** and **DR** attended the Sub Centre AGM and presented an up-to-date document and also pointed out that the Constitution states that if you are a member of the club within the geographical region, you are a member of the Sub Centre. **AS** suggested, they draw up a Code of Conduct and possibly changing the Constitution. **AS** will attend the next Sub Centre meeting to go over these concepts. **AS**

STRATEGIC ITEMS

Budget 2020/2021:

- **VG** presented the budget for 2020/2021 which showed a slight profit without any contribution to CCC for NPW. **VG** recommended that we have a formalised relationship with the CCC re rental and storage.
- **VG** stressed that we need to get money in from different areas as to date, winter registrations are 20% down. We also need to be aware that if we are in Level 2 during the summer period, there will be an impact on income.
- No travel grants have been included due to there being no overseas travel.
- It was agreed to add in \$15,000 for the Coaching Working Group **VG**
- Marketing is to be broken into two parts – external promotional and internal communication (includes AC website). **VG**
- Need to work out what Canterbury Children’s should pay, e.g. insurance, storage. **VG** to liaise with Steff Davis. **VG**
- All agreed that we need to keep track against the budget as to how we are going.
- Sponsorship – it was agreed to add in an additional \$10,000 as a sponsorship target and \$10,000 for a person to assist T &F.
- **VG** moved “That the budget be approved with the amendments as discussed and that we add in \$10,000 for sponsorship, \$10,000 for T&F/ NPW activation and \$15,000 for coaching support.” Seconded **DR**. **Carried** **VG**

Merging of Bank Accounts:

- It was agreed that the T&F, Wages and CC&R accounts be merged into the Board account.

WORKING GROUPS:

Finance:

- **VG** to include with the Finance Report each month a list of payments to be approved. **VG**
- The annual accounts have been signed off.
- Received \$5,000 from the CCC and \$3,000 from a private company for T2A.
- **DR** to complete the Charities Commission return. **DR**

Marketing and Communications:

- The number of teams entered for T2A has so far exceeded our target.
- The Eastside Series is slow going because of Covid.
- A lot of work has been done on the website.
- Target for Can Run this financial year is to get 15 people coached. To date 4 are being coached

Athletes Pathway:

- **DR** has sent out document re Long Distance Proposal and has had some good responses to date. The objective is to grow long distance running in Canterbury. Discussion took place on how we achieve this. It was agreed to find more people who would be prepared to go on the Athletes Pathway Group. **AS**

Coaches Development:

- ANZ are doing a coaching session for all clubs at NPW in October.
- **IT** is liaising with ANZ re applying for funding through Lotto.

Official 's Pathway:

- No report was presented.
- The first introductory official's course was too detailed. The next one to be more about volunteering.

NPW Activation:

- There are 5 Thursday nights set down for competition. The programme is still being worked on for these. These will be run as a profit share with the City Council. A flyer is to be included in the Takahe to Akaroa race packs.
- South Island Champs will be held on 5th December. The 10000m Champs may also be held then.
- On-line entry will be done again this year.
- **IT** advised that a student who has returned from the US has offered to do some marketing and social media.

GENERAL MANAGERS REPORT

The General Manager's report had been circulated.

- It was agreed that in future the General Manager's report should be discussed before the Working Groups are discussed.
- Annual Awards – These will be held Friday, 16th October. **IT, AD** and **DR** to sort out Awards. **IT/DR/AD**

REGISTRATION SECRETARY REPORT

- A summary will now be done twice a year.
- Total competitive runners are 230, vs last year 252, down mainly in the women. Also, down in the 15-19-year age group.
- Need to ensure for next year we have plenty of events for children.

General Business:

➤

Meeting finished at 8.00p.m.

Next Meeting:

Athletics Canterbury President: (Andrew Stark) _____

Date: