

## Present:

Andrew Stark – President (**AS**), Daniel Reese (**DR**), Victor Gamperle (**VG**), Annette Campbell (**AJC**), Ian Thomas (**IT**) Avril Davies (**AD**), Sam McLean (**SM**), Tom Houghton (**TH**) and Bernie Jago (**BJ**) (Minute Secretary)

## ADMINISTRATION

**Apologies:** Haidee Stratford

**Minutes:** The Minutes of the meeting held 27<sup>th</sup> August 2020 were confirmed.

**Carried**

## Matters Arising:

- **Drop Box:** **IT** advised that while Microsoft 365 is all set up, he is still working on how we can manage the contents. **DR** advised he is in the process of changing the Drop Box ownership to reflect the current Board membership. **IT DR**
- **Mid South Canterbury AGM:** Further to the MSC AGM discussions, **AS** has advised that the Sub Centre are seeking input from their clubs re: their representation at our AGM. Athletics Canterbury will wait for their feedback before doing anything else.
- **AS** gave an update on current funding applications from Rata & CCC. Given we received less from Rata & CCC than expected, additional funding applications need to be considered to ensure we can continue to fund the GM and other contract roles.
  - An application for further funding of \$75k has been submitted into Tu Manama Funding.
- Motion: 'That the Athletics Canterbury Board applies to NZCT for \$25k to assist with funding the General Manager's role and the Track & Field delivery contract'. **AS, seconded AC AS/IT**
- **AS** and **VG** have a meeting planned with the CCC to agree ongoing funding and cost structures in terms of the CCC's expectations re managing the NPW venue. **AS/VG**
- **Minutes** – **DR** advised all the historic Minutes have been put on the Website

## GENERAL MANAGERS REPORT

The General Manager's report had been circulated and taken as read.

- It was noted that in the last month we had more money coming in from the Community Resilience Fund. We also got \$5k sponsorship from the CCC for T2A.
- **DR** queried if there is a Memorandum of Understanding between us and the International Track Meet. **IT** advised he has had a meeting with them and advised we will not be supplying officials unless they are paid for. Charge out rate is the same as that charged ANZ for the National T&F Champs. **IT**
- **DR** queried the approach for the ANZ Road Shows in October. **IT** confirmed these shows, on Tuesday, 13<sup>th</sup> and Tuesday, 27<sup>th</sup> October, will be hosted by the Centre be run for clubs with Juniors.
- **VG** to complete the sponsorship document. **VG**
- Annual Awards night – To be held Friday, 16<sup>th</sup> October. Agreed to charge \$15.00 per person with a bulk mailout to be done this weekend. **AD, DR, and IT** are coordinating the format for the evening. **DR/AD/IT**

## STRATEGIC/GOVERNANCE REPORTS

Reports taken as read.

## WORKING GROUPS

### Finance:

- Budgets have been completed and ongoing income & expenditure will be reported against these on a division level
- CC&R are currently showing a healthy profit, but this does not take into account Traffic Management and catering for T2A.
- **VG** is working through a risk analysis, identifying where there is a risk, i.e. grant money. **VG**

### Marketing and Communications:

- The focus for the last period has been on T2A which was highly successful.
- The Eastside Series is not going quite as well as hoped.
  - Next year we need to ensure our key promotional events are more staggered as the one-week gap created too much overlap to have effective programme for both.
- A marketing plan is currently in development for T2A for 2021. **AJC**

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- **AC** advised that we need more people on the Marketing Group and will do a short request for talent for next Newsletter.
  - **AS** noted the success of T2A. He thanked **AC** for her passion and commitment to the marketing of our sport, an initiative she started three years ago. The growth in community teams was directly attributable to this initiative, to her & her team's efforts.
  - **VG** advised that we need a better way of doing entries on-line. **AS** will make sure that all 2021 events involving community runners can be done in Sports TG and entrants will have to pay at the time they enter.

**AJC**

**AS**

**DR/IT**

#### **Athlete's Pathway:**

- This group is currently not operating so DR and IT to meet within the next couple of weeks to make this group active.

#### **Coaches Pathway:**

- Dion Andrew is now the new Group Leader.
- A Position Description for a coaching co-ordinator has been done. The priority is now to get this signed off, funded, and advertised.
- There is a Workshop at Sports Science, Lincoln, on 15<sup>th</sup> October. Notices to be sent out to all coaches on the database. The cost is \$150.

#### **Official's Pathway:**

- Brian Theobald is now the leader for the Officials Working Group.
- Training camps are currently being held around the country covering different disciplines.
- Trying to get more "A" graded officials.
- Community coaches are to be captured on the database.

#### **NPW Activation:**

- The CanRun Thursday night meetings have been set up. These will be held over 5 weeks starting Nov 5<sup>th</sup>. It is anticipated / hoped these will be self-funding.
- Bev Petersen and Jill Morrison have been co-opted onto the group to take sprint training for non-athletic groups, e.g. rugby players
- **TH** suggested there may be an opportunity to work with some team sports for off-season training and we could also look at year 12 and 13 students who may be interested in coaching a junior programme on Sundays. **TH**, **AS** and **IT** to draw up a plan for implementing both these activities with the aim of starting in November. This will be reviewed at the next Board meeting.

**IT/TH**

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#### **REGISTRATION SECRETARY REPORT**

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- Taken as read.
- There was 725 registered as at the end of August. Registrations were down for winter and maybe down for summer.
- **DR** to relook at the year on year registration numbers.

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#### **GENERAL BUSINESS:**

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- **DR** advised that Don Chadderton had passed away and the Board expressed their condolences to his family.
  - **AJC** wished **DR** all the best for his upcoming surgery. **BJ** to send the Minutes to **AJC** for checking this time.
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**Meeting finished at 9.06p.m.**

**Next Meeting:** 29<sup>th</sup> October 5.30pm, Nga Puna Wai

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

Date: