

Present:

Avril Davies (**AD**), Daniel Reese (**DR**), Andrew Stark (**AS**), Victor Gamperle (**VG**), Annette Campbell (**AJC**), Sam McLean (**SM**), Haidee Stratford (**HS**), Tom Houghton (**TH**), & Ian Thomas (**IT**)

Apologies: There were no apologies

MEETING PURPOSE

This meeting covered:

- Finalising the objectives put forward by the Working Group leaders for the 2021/22 year based on feedback from the previous Board meeting.
 - Providing an update on actions of the previous meeting
 - Our financial position
 - GM report
 - Other items
 - Action summary
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Working Group objectives:**Workplan 2021/22**

- Working Group objectives were finalised with the focus being on ensuring the Board and Working Groups had achievable objectives – the plan will be updated to reflect input and published.
 - It was agreed that a quarterly traffic light system would be implemented to track the progress against objectives. The GM will be responsible for advising the Board on a quarterly basis whether each working group are on track (green); have some areas of possible issue (amber – reasons listed) or are in danger of not meeting agreed outcomes (red). For the latter, the Board will be given a full update on issues and they will provide guidance to the GM on next steps.
 - The GM has responsibility for the 4 working groups (marketing & communication; athlete pathway; officials' development and coaching development).
 - The Finance group reports directly to the Board via the treasurer. This team oversees both sponsorship and grants.
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Actions from the Previous meeting

- NZCT funding application – a decision is now expected by the end of May as we were required to supply more information
 - CCC Sponsorship – the GM has applied for funding and a decision is expected by the end of May
 - **DR** has invited a representative from the Canterbury Children's group to the May meeting - DONE
 - **DR** to thank those officials who travelled to Hastings – in progress.
 - **DR** to write to NPW Trust re use over Athletics Area – DONE. No reply received to date
 - GM to advise WG leaders re their objectives status and have revised approaches, where required, circulated prior to the Zoom meeting - DONE
 - GM to invite Athletes Pathway WG leader to this meeting – held off until a later meeting
 - **AJC** to circulate updated 2021/22 work plan to the Board prior to the Zoom meeting later this month - DONE
 - **VG** to circulate NPW sponsorship flyer to the Board – flyer requires more work. A project for the May meeting
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Finance report

- The financial reports were submitted and taken as read. The end of year position is looking more promising than it was previously albeit there are still some of areas of cost yet to be accounted for. A full analysis of the 2020/21 year will be completed for the AGM. Overall, it looks like a pleasing result and that the sport is a healthy position cash wise.
- Budgets for 2021/22 will be prepared over the upcoming period and all Working Groups will be asked to submit any requests for Financial support. **VG** will coordinate this.
- The Chair asked that all groups are mindful of the need to provide value to the sport and conduct financial reviews as appropriate. He asked that a review of marketing spend against return was conducted prior to further expenditure in the 2022/23 financial year. This review has been included in the workplan.
 - **HS** commented that the Marketing and Communications group was the one that had made most progress in the last few years so was the most open to scrutiny.

GM report:

- Coach Development connector – an appointment has been made with Jerhime Sanders starting the role May 3rd. The Board wish him well. The GM to advise members of this appointment.
- GM to include a summary of working group progress monthly and instigate the traffic light system quarterly.
- GM to invite, on behalf of the Board, each WG leader to a full (not TEAM) Board meeting on a rotating basis once per year. First invite will be for the July meeting.
- The awards function is set down for Friday 18th June at NPW. GM to advertise this to members and ensure, in conjunction with the awards committee, all is in place.
- Several people have been nominated for Sports Canterbury awards.

Other business:

- It was agreed the Board would offer to go to a committee meeting of each Christchurch club by the end of July to gain feedback on what they wanted to see from the Board and answer any queries re the 2021/22 work plan. Due to other commitments HS asked to be excluded from this duty. Other personnel have been allocated as follows with final list to be agreed at the next Board meeting.

Canterbury Triathlon Run Club	Daniel Reese
Christchurch Avon Athletic Club Inc	Annette Campbell
Christchurch Methodist Harrier Club	Sam McLean
Don Greig Racing Stables	Andrew Stark
Lions Athletic Club	Avril Davies
New Brighton Olympic Athletics Club	Thomas Houghton
North Canterbury Athletic Club	Andrew Stark
Papanui Toc H Athletic Club	Victor Gamperle
Phoenix Athletics	Sam McLean
Port Hills Athletic Club	Annette Campbell
Selwyn Athletic Club	Avril Davies
Sumner Running Club	Thomas Houghton
University of Canterbury Athletic Club	Victor Gamperle

- The AGM is set down for 29th July with the first notice to clubs sent out 26th May.
 - **SM** has indicated he will be stepping down
 - Board to identify attributes for new Board members so these can be agreed at our May meeting and appropriate ads placed.
 - TH was encouraged to stand as a full Board member

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- The South Canterbury sub-centre put a recommendation to the Board that Rule 13 of the Athletics constitution to read “Every Sub-Centre and every club within that Sub-Centre shall have the right to appoint not more than one delegate as its representatives at any general meeting.”
 - The Board respected this decision, and a motion was put forward by **HS**, seconded **DR** to accept the recommendation.

CARRIED

- **DR** will ensure any required constitutional changes are made to reflect this decision prior to the AGM.
 - The Board thanked the sub-centre for working together to resolve this issue
- Registration report was taken as read – early days
 - **HS** raised a concern over the cost of the Athletics NZ fees and made the point that the Athletics Canterbury fees for children were exceptionally low in comparison to other sports. This will be discussed further at our May meeting – carried over.
 - **HS** also asked what could be done to get our elite athletes more engaged with the wider athletics community, especially children, if they are not contractually obliged to do so. Board members to give this some thought for discussion later – carried over.

KEY actions summary:

1. GM to survey groups associated with T & F as per the above and present a report on findings to the May meeting
2. GM to set up a workshop for T & F future planning for late June 2021
3. GM to present a report and recommendation to the Board on R2R at the May meeting
4. GM to advertise awards function.
5. GM to update on CCC and NZCT applications
6. AJC to work with the GM to finalise the 2021/22 work plan based on input received. GM then to arrange for this to be published and circulated.
7. Board members to confirm club visit list as per above
8. Board members to identify key attributes of further Board members
9. **DR** to update constitution to reflect South Canterbury sub-centre decision for the approval at the July AGM.
10. **VG** to circulate NPW sponsorship flyer to the Board

Meeting closed at 9:30pm

Next meeting: 5:40pm Thursday 27th May at NPW