
Present:

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

Apologies: Tom Houghton (**TH**),

MEETING PURPOSE

This meeting covered:

- Providing an update on actions of the previous meeting
 - Meeting with the CEO of ANZ
 - Discussion with the President of the CCAA to identify ways the Board can support children's athletics in Canterbury
 - Our financial position
 - GM report
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Actions from the Minutes of the 29th April 2021

- Thank you to those Officials who travelled to Hastings - **Done**
- Letter to NPW Trust re use of Athletic Area – **The letter had been acknowledged, but no official reply had been received.**
- NZCT Funding – **the \$20k funding had been received.**
- CCC Funding application – **the application is now in**
- NPW Sponsorship flyer – **It seems that the document had been emailed to the new "Board" folder in Outlook. As a result, most Board members had missed it. This would be resent and finalised at the next meeting.**
- The appointment of the Coach Development Connector – **the appointment has been circulated to all members of our sport.**
- The Board were to identify the attributes for new Board Members – **It was agreed we need someone with Sponsorship/Commercial experience. DR is to draw up an advert for someone with Sponsorship /Commercial experience and funding skills.**
- Mid South Canterbury sub Centre had been advised of the Board's decision of the constitutional change in regard voting rights at Athletics Canterbury AGMs
- The final Workplan had been circulated to our members and had been posted on the Athletics Canterbury website. **The ANZ CEO had made some suggestions in the regard the Strategic plan and subsequent Work plan. These had been taken on board and would be added.**
- Club visit list – **AS suggested a ZOOM meeting with Club Presidents. In the first instance AS and the GM would organise the meeting with all clubs split into 2 groups. This would be done within the next 2 weeks. After that Board members would attend club committee meetings. The meetings wouldn't require a lot of delivery, more a meeting asking the clubs for feedback on the workplans and to identify any other areas the Board can help them.**
- The previous list has been adjusted to the following:

Canterbury Triathlon Run Club
Christchurch Avon Athletic Club Inc
Christchurch Methodist Harrier Club
Don Greig Racing Stables
Lions Athletic Club
New Brighton Olympic Athletics Club
North Canterbury Athletic Club
Papanui Toc H Athletic Club
Phoenix Athletics
Port Hills Athletic Club
Selwyn Athletic Club
Sumner Running Club
University of Canterbury Athletic Club

Daniel Reese
Annette Campbell
Avril Davies
Andrew Stark
Avril Davies
Haidee Stratford
Andrew Stark
Victor Gamperle
Sam McLean
Annette Campbell
Sam McLean
Thomas Houghton
Victor Gamperle

Children's Athletics – At this point Martin Scott as President of Canterbury Children's Athletic Association (CCAA) joined the meeting.

- Pete Pfitzinger (**PP**) explained the new Child Safety initiatives proposed by ANZ, these have been sent to all clubs / Centres. These would be added to the Athletics Canterbury website.
- **PP** advised that Athletics NZ has signed up to the Sport NZ 'Balance is Better' initiative. ANZ are currently looking at how this might impact on the delivery of athletics, particularly to our younger members.
- After a lengthy discussion, the Board agreed that to better understand the needs of those involved in CCAA, the Board would conduct a survey, as they have done for both Track and Field and Cross Country and Road communities. CCAA would be involved in constructing this survey.
- **AS** suggested a sub-group of the Board and Canterbury Childrens meet to discuss the finding of the survey and discuss how the Board could assist CCAA to ensure we are working with the same end goal.

Finance report

- The Athletics Canterbury Consolidated accounts are complete and ready to go to the Auditors.
- **VG** pointed out that there need to be more focus on coding in the accounts. This would be ongoing.
- It was moved "The approval of the sale of the shed at the Rawhiti Domain to the New Brighton Olympic Club for a price of \$10,000 incl GST" moved **VG** 2nd **AD** **Carried**
- **VG** hoped to circulate the Budgets for 2021/22 before the next meeting.
- **HS** moved, 2nd **VG** "That the affiliation fee for the 2022/23 season be set at \$100" **Carried**
- **VG** would come up for a proposal in regard the 2022/23 Registration fees. This would be approved at the next Board meeting for approval by delegates at the AGM.
- **IT** advised that the Rata Foundation funding application by July 15th. **VG & AS** to assist getting info ready. It was agreed that we would only request funds for the GM role. **AS** moved **SM** 2nd "That Athletics Canterbury applies to the Rata Foundation for the sum of \$60k to assist with the remuneration costs for the General Manager role."
- A note needed to go out to our members advertising for someone with Bookkeeping skills and/or Minute Secretary skills. **AJC** moved **VG** 2nd "That if we have not heard back in the next 2 months from anyone, in regard someone with Bookkeeping skills and/or Minute Secretary skills, the Board would consider offering some remuneration for the role".
- The consolidation of the Centre's Bank accounts, was still ongoing.

GM report:

- The Track and Field survey was complete – There was a 24% response from Athletes, 22% from coaches and 42% from Officials. There were some good things coming from the survey. The Track and Field Committee will meet first and discuss the results.
- A date is still to be set for the Track and Field workshop. Before we hold the workshop, the Board asked the Track & Field committee to clearly define the purpose of the workshop and identify what outcomes they are hoping to get out of it. Once this has happened, we can facilitate a meeting and get a mandate from those present on how the programme should look. We need to invite a balanced representation of the sport and give them time to think of ideas prior to the workshop. It was agreed the workshop must take place before the Track and Field delegates AGM on 29th July.
- Run to Remember – the GM is still in communication with Sport Canterbury in regard the financial position of this year's event. The Board won't be able to make a decision on the future of the event, until such stage that we have the full financials of the 2021 event.
- Awards Function – This is on 18th June and plans are going well. **DR, AD** and the **GM** are meeting again on Wednesday 2nd June. The event has been posted on the Athletics Canterbury website and a post on Facebook. Bookings are online and some bookings have already been received.
- Marketing and Communications report – This was received
- Coaches Work Group report – This was received
- Athletes Pathway Working Group – the **GM** is meeting with Matt Ingram on Tuesday 1st June
- Officials Pathway Working Group – Report received; some clarification on progress requested.

Other business:

- Following a recommendation from Awards function sub-Committee, **DR** suggested that the Board should consider presenting Life Membership at future Award functions. All were in agreement.
- **AJC** has been working on the Bill Richards Marathon Trust in conjunction with the current Trustees, John McBrearty and Kevin Jago. The current trustees and a representative from the Board would actively look for up to 3 more trustees to be appointed to manage the Trust funds. An ad would be circulated in June.

KEY actions summary:

1. DR to re-email the NPW Sponsorship flyer to the Board.
2. GM to set up a workshop for T & F future planning for early July 2021
3. GM to present a report and recommendation to the Board on R2R before the June meeting
4. DR to draw up an advert for a Board member with Sponsorship/Commercial skills
5. AJC to update Strategic plan and the corresponding workplan after the suggestions of the ANZ CEO.
6. AS and GM to arrange ZOOM meetings with club Presidents.
7. Guidance from ANZ on a suggested children's programme
8. DR to add new ANZ's new Child Safety initiatives on the website.
9. VG to complete 2021/22 budget.
10. GM to do another note to members in regard finding a bookkeeper and/or a Minute Secretary.
11. AJC to implement an approach for Bill Richards Marathon Trust New Trustees to be found.
12. GM to organise a survey to be sent to all Children's parents re Children's athletics.

Meeting closed at 9:11pm**Athletics Canterbury Board Chair – (Andrew Stark)** _____ **Date:** _____**Athletics Canterbury Board Secretary – (Daniel Reese)** _____ **Date:** _____