
Present:

Andrew Stark (Chair) **(AS)**, Avril Davies **(AD)**, Daniel Reese **(DR)**, Victor Gamperle **(VG)**, Annette Campbell **(AJC)**, Ian Thomas **(IT)**, Tom Houghton **(TH)**,

Apologies: Haidee Stratford **(HS)**, Paul Nicholls **(PN)**

Board Time

- There had been a car deal done with Gary Cockram Hyundai Motors. The previous car had been returned.
 - Protocols – **AJC** had tabled a list of protocols for consideration. All were happy with them. It was agreed the T&F and CCRC minutes be tabled with future Monthly Board papers and review of these committees work be added as an agenda item.
 - GM Review – The final comment in the review to be removed. It was agreed that we undertake a review twice a year.
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Actions from the Minutes of 28 October 2021:

- Minutes of Meeting approved.
 - Bill Richards Marathon Trust – The group is functioning well and had already had a brainstorming meeting. They are working on a 5-year plan which will be circulated to the Board for approval in due course.
 - **AS** had spoken with Peter Pfitzinger (CEO, ANZ) in regards email.
 - Club President's Zoom Meeting – Nothing further had been done.
 - Guidance from ANZ on a suggested Children's Programme – ANZ had appointed Fiona Maisey (Young People's Lead/Designated Child Protection Officer), one of her roles is to deal with the teenage group. This is ongoing.
 - Government Wage subsidy – We can justify claiming. **IT** was to supply figures comparing from the 6th August 2020 with the same period this year. He would submit a subsidy claim.
 - Award Function Survey – **IT** is to provide a breakdown in age groups in next report.
 - Gradings in Registration Reports – These were shown in this month's report.
 - Fast Funds – The application for \$5000 to the Tu Manawa Trust had been submitted and approved for the Takahe to Wahine project.
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Correspondence

- ANZ team Leaders Meetings – 17th November was tabled
 - ANZ Strength and Adapt survey – This had been completed by some Board members.
 - Covid Guidelines from ANZ/SportNZ/**IT**.
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Finance Report

Report previously circulated. The following points were discussed.

- The financial accounts as presented by the Treasurer were approved.
 - **AS** was to follow up with the Westpac Bank in regard the combining of all Athletics Canterbury cheque accounts
 - **It was Moved:** *That payment of \$30,000 be made to the Christchurch City Council for contribution of the outer throwing zone at Nga Puna Wai be a final payment.* **Carried**
 - The idea of finding further help for the Treasurer is ongoing.
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General Manager's Report

- **IT** is to write up a Covid policy for rolling out to all committees, working groups and volunteers. He would send something round the Board for approval.
- A suggestion was raised of Athletics Canterbury having one (1) AGM and the AGMs for the T&F and Cross Country and Road Delegates become reviews. This would be discussed by the organisational committees. If approved, it would require a change of the constitution.
- The Run Jump Throw course delivered by Michael Sharapoff had had a good turnout.
- A level 1 throws course is being held on Sunday 12th December at NPW, to be facilitated by Mariah Ririnui, coaching Coordinator from ANZ.
- **Marketing Working Group -**
It was moved AJC 2nd AD *That the Board approval of \$1050 (exl GST) for the 12month update and maintenance of the CanRun website.* **Carried**

The Takahe to Akaroa committee had agreed the approval to spend \$15,000 over a period of 3 years for marketing and strategy. A contract with Connex World was still to be agreed. This would be done prior to Christmas.

At the beginning of 2022 we need to look at forms of marketing that we employ. The Athletics Canterbury branding is not well known. Education is required.

A survey was done on those who took part in the Takahe to Akaroa Relay is part of the Takahe Journey for Wahine project. 83% of the respondents had replied and the answers to the questions were entirely positive. An average rating of 8.9 out of 10 was given when asked “did they enjoy the race”

- **Officials Pathway** – C grade education sessions have been carried out over the last few weeks. Numbers had been disappointing. It was noted these courses were not well advertised. This season we have had new officials come on board. Ruth Liong had carried out interviews of those who completed a Personal Development Plan. From here a tailored programme will be developed to progress these officials through their gradings.
- **Athletes Pathway** - The group have meet. The group brought up the idea of the development squad that used to exist and that other centres do, and are looking at what we can offer to be meaningful to the athletes.
A mentor programme was started but because of injuries to some of the senior athletes, wasn't fulfilled as hoped.
- **Coaching Working Group** – 12 attendees currently are registered for a course Sunday, 12th December. This was for an ANZ Module for CAD 1 elements of sprints and throws. Bev Peterson is to facilitate the sprints element of the day's course.
The idea of a Coach Cohort programme was raised by the Working Group. This would target a number of potential and new coaches who are invited to join a coach development intake. These may be current athletes who would like to coach, retired athletes, year 12-13 students or parents of registered athletes.

Other business:

- **Registrations Report** – The registration report was approved. This month's report showed the underage figures in 2 year age grades and also gave the corresponding figures for the winter season across all grades.
- It was felt that we should get all the working group leaders together at our February meeting. By meeting each other and direct interaction with the Board would make their jobs easier moving forward. **DR** to invite.
- **DR** was to write to the coaches of the Takahe Wahine schools project thanking them for their great work.

Date for next meeting: 5.45pm 27 January at The Nga Puna Wai Board Room.

Future Meetings will be:

24th February 2022 – Face to Face

31st March 2022 – Face to Face

28th April 2022 – Online

26th May 2022 – Face to Face

30th June – Online

July 2022 – Athletics Canterbury AGM

KEY actions summary:

- **TH** - Bill Richards Marathon Trust 5 year plan
- **AS/IT** - Presidents Zoom Meeting
- **IT** - Government Wage Subsidy
- **IT** – Award Function survey breakdown
- **AS** – Westpac Bank cheque accounts
- **IT** – Covid policy
- Athletics Canterbury and organisational committee AGMs
- **VG/AJC** - T2A Marketing and Strategy contract with Connex World
- **DR** – Invitation of Working Group leaders to February Board Meeting
- **DR** – Write to Coaches of the Takahe Wahine Schools project