



Athletics Canterbury Board - Minutes

TEAM video - 28 April 2022 @ 7.30 pm

Present:

Andrew Stark (**AS**), Annette Campbell (**AJC**), Victor Gamperle (**VG**), Paul Nicholls (**PN**), Haidee Stratford (**HS**), Daniel Reese (**DR**), Tom Houghton (**TH**)

Apologies: Avril Davies (**AD**), Ian Thomas (**IT**)

Actions from the Minutes of 31 March 2022:

- Minutes of previous Meeting were approved.
- Westpac Bank – still on going.
- Athletics Canterbury and Organisational Committee AGMs – **AJC** and **DR** had met and discussed. **DR** is to come up with a proposed AGM constitutional change for the next meeting.
- CCAA discussion – **IT** and **HS** had caught up. **IT** will be meeting with the President of Children's and will have something for the next meeting. The possibility was suggested of seconding someone onto the committee.
- Organisational Committee Reports – An organisational report was received from the CCRC. The next 4 weeks are busy. The first race (a new event), the Lakes Reserve Cross Country was a success. There had been three (3) training sessions held. One for each of a First Aid course, Officials and a Teams video meeting with Race Secretaries. Hopefully we can have a Track and Field report for the next meeting.
- Delegated Authority Policy – **PN** has forwarded information to **IT**. Feedback expected at the next meeting.

Correspondence

- Funding support for Oceania Athletics Championships - 4 applications for funding had been received from athletes. We need to go back to our budget to see whether we can afford this.
- NZCT – \$20k funding from NZCT had been received for the GM salary.
- Annual Insurance – We currently deal through a Broker, Amicus. **AS** is to go back to Amicus to see whether we are getting the best deal.
- CCC funding application had been submitted.

Finance Report

- **VG** went through the P&L for April. \$4k had been received for registrations, also race entries from the ReBoot Marathon and other, also the \$20k from NZCT. Main expenses were the GM salary.

VG also went through the Balance Sheet.

It was moved: *That the financial accounts as at 30 April 2022, be approved **VG/DR Carried***

- The Draft Budget was discussed.
 - **Employees Budget** – Given the car expenses are paid for by a new sponsor (Cockram Hyundai), car expenses will reduce. However, we need to confirm the length of the car sponsorship. Currently we have no paid contracts in place, as per last season.

Note: A CCC funding application has been submitted (3-year request). However, CCC have changed the emphasis of this fund to supporting communities more, therefore the success of this application is 'up in the air'. Given Athletics Canterbury manages Nga Puna Wai on behalf of CCC, investigation about other CCC funds is worth doing. Ideally, we would appreciate some contribution from CCC towards the GM's salary.

The CCRC are still working on the Takahe to Akaroa budget. **PN** suggested we talk to our insurance broker in regard covering the T2A if it didn't go ahead. **IT** has had communication with a Tech business who wish to sponsor the T2A. **DR** to chase with **IT**.

Avril joined the meeting at 8.35pm

- **NPW Budget** – CCC require us to pay a fixed amount per year. Income to pay this amount comes from interclub competition fees (inc from Canterbury Childrens' Athletics), track hire fees (AC, school & community events), mid-week training fees, an equipment storage fee and a priority booking fee. Having been at NPW for four seasons now, it is time for a review. Currently the income collected from all sources covers our commitment to CCC, but there are limited funds left for repairs / maintenance and purchase of new equipment. **AS** and **IT** to arrange discussions with the appropriate people within the CCC, so they better understand the challenges we face. **PN** asked if there will be any increase in track hire this year and do we have a signed contract? Since the initial SMAPP agreement was signed in 2018, no signed contracts re: charges to the hourly rate, have been created since. **IT** to followed up.

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- **Board Budget** – Registrations kept the same as the previous year. Consideration of next season's registrations to be made at the July AGM.
 - **Working Group Budgets** - Marketing costs will be covered by a part of the sanctioned fee. It appears that the working group budgets have been summarised. We need more context. The line items need to be broken down more before we can make decisions.
 - **Capex Budget** – The Capex items need to be listed in order of priority. Where possible, new items will be purchased using funding applications / donations or paid for out of reserves if absolutely necessary, to ensure the successful delivery of our events.
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- **General Manager's Report** – Copy of report had been previously circulated. The report was taken as read.
 - There had been no mention of the Strategic Plan. **AS** to follow up.
 - **AS** has a meeting in regard the Sport Canterbury governance questionnaire that had been sent to Board members for completion.
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All Working Group Reports were taken as read, with limited discussions required

- Funding and Sponsorship. – No report
 - Marketing & Promotions
 - Athletes' Pathway Group – No report
 - Coaches' Pathway – No report
 - Officials' Pathway – No report
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General Business

- Registration Secretary's Report was presented. Being the first month of the year there was limited discussion.
- Board Members – **AS** suggested we go out to Better Boards to find 2 new Board members.
- Insurance – **AS** to talk with Amicus in regard our current Insurance policy and at the same time discuss the costs of taking out insurance on the T2A Relay.
- **DR** to check with **IT** in regard possible Tech company sponsorship for T2A Relay
- AGM – A date had been set for Wednesday, 27th July at the Cashmere Club.
- Social Club fees were discussed. It was probably best to wait until we see how the new proposed registration works.

Meeting Closed: 9.44pm

Next Meeting – 26 May 2022 (Time to be confirmed)– Nga Puna Wai

KEY actions summary:

- **DR** to provide a motion for constitutional change for AGM
- **HS & IT** – follow up on CCAA communications
- **IT** – to provide Delegated Authority Policy
- **AS** – to follow up on Strategic Plan
- **VG** – to get more breakdown of the line items of Working Group budgets
- **AS** – To report back Sport Canterbury questionnaire results
- **AS** – To talk with the ChCh City Council