



Athletics Canterbury Board - Minutes

NPW Boardroom - 31 March 2022 @ 5.45 p.m.

Present:

Andrew Stark (**AS**), Avril Davies (**AD**), Annette Campbell (**AJC**), Victor Gamperle (**VG**), Paul Nicholls (**PN**), Ian Thomas (**IT**), Haidee Stratford (**HS**)

Apologies Daniel Reese (**DR**), Tom Houghton (**TH**)

Actions from the Minutes of 27 January 2022:

- Minutes of previous Meeting were approved.
 - Bill Richards Marathon Trust – The Bill Richards Marathon Trust business case (3.3.2022) – The BRMT Business Case had been previously circulated, which **AJC** explained, in the absence of **TH**. The Trust was primarily set up to improve the standards of marathon runners registered with **AJC**. The initial costs envisaged to develop (including travel grants) was \$15,000 with a further \$3,000 required for promotion – Total budget \$18,000.
It was moved: *That the BRMT budget of \$18,000 be approved, (subject to the amendment in the strategic plan put forward for the BRMT)* **AJC/HS Carried**
 - Westpac Bank – on going.
 - Athletics Canterbury and Organisational Committee AGMs – discussion held on moving the date of the AGM and whether this was a possibility bearing in mind the current rules of the Constitution. **AJC** agreed to work with **DR** to look at the potential of changing the date. Report back to next meeting.
 - Award Function Survey – After much discussion and from the survey information it was apparent that the format and exacting which awards should be present needs to be looked at. Currently there are more stadia awards than non-stadia. Some awards could be awarded at end of season gatherings, rather than at the formal Awards Dinner. **IT**, **DR** and **AD** to work on recommendations and bring back to the next meeting.
 - Organisational Committee Reports – not addressed.
 - NZCT & Pub Charity Grant Applications – NZCT grant was submitted by 18th March. NZCT requested more information about other grants Athletics Canterbury received in September 2021. After discussions with **AS**, NZCT agreed with the rationale behind our application was appropriate and it will be passed forward for consideration by NZCT.
 - Delegated Authority Policy – not addressed.
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Correspondence

- Bill Richards Marathon Trust Application – refer GM Report.
 - Cross Country and Track and Field Minutes/Report – not received.
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Finance Report

- Report previously circulated and approved. Covid related cancellations and other contributing factors had resulted in less income being generated in some areas. However, overall the figures show a more-or-less breakeven result. Any questions raised were satisfactorily answered.

It was moved: *That the financial accounts as at 31 March 2022, be approved* **VC/AJC Carried**

- **General Manager's Report** – Copy of report had been previously circulated. The following points were discussed:

- Canterbury Children's Athletics – Given we are in the process of creating a new strategic plan involving feedback from all Working Groups and Operational Committees leaders, discussion was held as to how we involve or assist Canterbury Children's Athletics and Canterbury Masters Athletics going forward. It was noted that the MOU with Canterbury Children's was created in 2019 and therefore this may be a good time for it to be reviewed / updated. **HS** and **IT** to have discussions Canterbury Children's Athletics.
- Covid 19 update – In accordance with the present Government and also SportNZ Guidelines, it was important that AC update our own guidelines. **IT** to update guidelines including the need to encourage people to wear face masks.
- Review the updated Strategy Document (10.3.2022) – Pending a further meeting with the wider group Thursday 7th April, the draft Strategy Document was reviewed, and minor wording changes agreed. The need to review the Vision and Mission Statement was raised, and it was agreed that the current Statement would be tabled at the meeting next week, to see whether it was still relevant.

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- Reboot Marathon – Although the Board supported the idea behind the Reboot Marathon, it was noted that any financial support should be applied for using the due process for application made to the BRMT.
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All Working Group Reports were taken as read, with limited discussions required

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

- Registration Secretary's Report was presented with limited discussions.
- Whippets Running Project club Debate – A proposal had been received for a new club 'Whippets Running Project' to be established as a branch in Christchurch, with the main body being based in Auckland. They hoped to gain members via Parkrun. They intend to be fully involved within our cross country & road events, and would abide by all rules, including being duty club when requested.
*After much discussion - **It was moved:** That we support the request for the Whippets Running Project to be affiliated with Athletics Canterbury.*
IT/PN Carried (1 abstention)
- Board Members – At the next AGM some Board members may not be seeking re-election to the Board. **IT** advised that Sport Canterbury offers all RSOs support re: 'good governance' practices and the Board will be taking up their offer of help / education / upskilling. With the possibility of at least one vacancy, the Board will discuss the 'skill sets' we are looking for before advertising the role. The process for nominations would need to be initiated as from late April in order to complete the process in time for the AGM.

Meeting Closed: 8.25pm

Next Meeting – 24 April 2022 – TEAM Video Link

KEY actions summary:

- **AC & DR** – Investigate possible AGM change of date.
- **IT, DR & AD** – Investigate format and appropriate presentation to be done at Award 'Gathering'.
- **HS & IT** – Have discussion with CCAA re possible up-dating MOU and how we work closer together going forward.
- **IT** – update Covid guidelines on website etc.
- **AJC** – Report back to BRMT committee members