



Athletics Canterbury Board - Minutes

30 June 5.45pm

12 Hillcrest Heights, Westmoreland

Present:

Andrew Stark (**AS**), Daniel Reese (**DR**), Victor Gamperle (**VG**), Paul Nicholls (**PN**), Ian Thomas (**IT**), Annette Campbell (**AC**)

Apologies: Haidee Stratford (**HS**), Avril Davies (**AD**), Tom Houghton (**TH**)

Minutes of the Meeting of 26th May 2022: These were taken as read

Carried

Matters arising:

- OAA Championships Funding – Payments had been made.
- CCAA discussion update – **IT** and **HS** had met with three members of the CCAA. This had proved a worthwhile and productive meeting. It was ascertained that CCAA regard their primary role and interest as delivering Saturday morning track and field programmes for children wishing to compete. They felt that club issues, coach education, officials' education etc was the role of Athletics Canterbury and that their prime aim was focussed on Saturday morning events. Bearing this in mind it was agreed that going forward we need a plan for working together. It was suggested that they have a representative on the board, and submit monthly reports, which would give AC the opportunity to monitor their progress. **IT** agreed to write some notes on these discussions. A further possibility was for **HS** to work as liaison between the two entities. Overall, a good outcome from the meeting.
- Operational Committee Reports – the CCRC report was presented
- Strategic Plan ** Discussed under General Manager's report
- Conversation with Pub Charity – **IT** had met with the CEO of Pub Charities who was surprised that the AC application had been unsuccessful last year. He reviewed the funding cover letter and was willing to assist with the AC application this year, a draft of which would go to ANZ. With his help, it was hopeful that funding would be approved this year.
- Communication with CCC – **AS** had met with Colin Jacko from the City Council who confirmed that we were only charged for the area when used, and not for cancellations or times not used. **AS** pointed out that it as part of our 'priority usage' charge (\$10k) that community mid-week events should be included in this annual fee. **AS & IT to follow with NPW manager.**
- New Board Members – 3 applications had been received. **AS** is to send the CV of the applicants to **PN** and Annette Purvis. **AS** to make an initial contact with each applicant.
- Westpac Bank cheque accounts – still waiting on letter from Rabobank confirming bank balances.

Correspondence

- Centre Leaders Meeting – 21 June – Member Engagement Proposal – ANZ explanatory paper had been previously circulated. This outlined the background, and the various proposed membership ideals which was discussed. Any feedback to be sent to **AS** asap as he would write to Pete Pfitzinger with these queries/suggestions as soon as possible. It was important they receive our feedback prior to the board meeting, in time for discussion.
- ANZ – Transition to GAMEDAY programme - Focus on membership and then external. Jo from ANZ would be in contact with **IT** the following week to set up dates as a subgroup to arrange progress for the future.

Finance Report

- \$2,700 loss on last three months.
- Suggest a separate column within the report for the Bill Richards grant and marketing money for transparency purposes. Also, separate division for Takahe to Akaroa relay.
- Balance Sheet – cash position decreased from previous year by \$11,000, but financial result for the year reflected the loss. Given we now create annual budgets, the separate fund for 'official's travel' (balance = \$5k) can be removed going forward.
- The accounts will record a loss of approximately \$58,000 this year. **VG** to write insert for the AGM booklet clearly showing the reasons for the loss.
- Cash Flow – current cash flow, compared with previous two years, was now satisfactory.
- **AS** moved **VG** 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."

Carried

- Annual Fees – discussion on fees.

It was moved that the fees for the 2023-2024 year be as follows. An increase of \$10 across all grades was suggested. The affiliation fee would remain at \$100.00 for Canterbury Clubs only. **Carried**

Proposed Individual Levies for 2023 / 2024:	Athletics Canty
Competitive Members 20 & over	\$40.00
Competitive Members 18 - 19	\$30.00
Competitive Members 15 - 17	\$30.00
Competitive Member 7 - 14	\$20.00
Competitive or Social Member 6 & under	\$20.00
Social Member 15 & over	\$20.00
Volunteer	\$0.00

- On behalf of AC board, **PN** recorded a vote of thanks to **VG** on his financial reporting and AGM report.

General Manager's Report – previously circulated and taken as read.

- ****Workplan and Measurable Outcomes** – Discussed and updated. It was agreed that the 2022-23 workplan, as amended, was now ready for publication. **IT** to go back to working groups and operational committees to ensure they fully understand their roles. **AC** to prepare a short summary for **IT** to use in discussion with the working groups. A vote of thanks to **AC** for her work on this project.
- **Branding Proposal** – A proposed new logo design had been previously circulated and was discussed. The proposal was for the new, more modern design, to be used on informal occasions, rather than formal letterheads, shirts etc when the current Fern design would continue to be used. It was agreed that this was only a start, but it could be trialled with one group in the first instance, e.g. Coaches.

Funding and Sponsorship – no report.

- Marketing Working Group Report – report tabled.
- Athletes' Pathway – no report.
- Coaches' Pathway – no report.
- Officials' Pathway – no report.

Other business:

- **AGM** – Cashmere Club booked for Wednesday 27 July.
 - Reports required asap.
 - Tea and coffee at \$2 confirmed.
- **Registration Secretary's Report** – Numbers down but with Covid etc can't compare with previous years. It was noted that not all numbers had decreased and in areas that had been actively promoted. i.e. winter adults, numbers had increased. Next year look at actively targeting young people and children.
- **University Singlet** – New design accepted.
- **Frequency of Board meetings** – bi-monthly v monthly – discuss at next meeting with new members.
- **AS** thanked **AC** for all her work on the committee over the past years. She had put in a significant amount of work and the Board acknowledged her assistance with gratitude.

Meeting Closed- 8.30pm

Date for next meeting: - 5.45pm 25 August 2022 at The Nga Puna Wai Board Room

KEY actions summary

IT – notes on discussion re CCAA

ALL – feedback re Member Engagement Proposal

VG – Insert for AGM booklet

IT – report to working groups and operational committees clarifying their roles

AC – prepare short summary for **IT** discussions as above

AS – CVs to Annette Purvis & **PN**