



Athletics Canterbury Board – Minutes

Via Microsoft TEAMS

6 October at 7.30pm

Present:

Andrew Stark **(AS)**, Daniel Reese **(DR)**, Victor Gamperle **(VG)**, Paul Nicholls **(PN)**, Avril Davies **(AD)**, Tim Jones **(TJ)**, Haidee Stratford **(HS)** & Diana Ismagilova **(DI)**

Apologies: Ian Thomas **(IT)** and Tom Houghton **(TM)**

Minutes of Meeting 25 August 2022: Taken as read

Carried

- General Manager's Review – The GM review has been completed by **AS & HS**, identifying some strengths and weakness that can be addressed. **HS** to complete writing up the review, present to GM for discussion, before being submitted to the Board.
- After having meetings with Rata Foundation earlier last month, we can no longer apply to the Capability Fund as it has been over-subscribed. Having gone back Rata Foundation, we been asked to apply through our normal funding route. Given how we struggling to obtain funding for the GM, we intend to ask for some transitional funding towards the GM salary to allow us time to implement a funding strategy, as well funds to assist us with the fundraising project we are undertaking with Barrer & Co. The Rata application to be submitted by 12th November, with an expected outcome before the end of the year.
- A planning meeting with Barrer & Co had been set down for Tuesday 22nd November. It was agreed that **AS** or **IT** go back to Barrer & Co to clarify if the process can be divided into sessions (paid for separately), while we work through the funding issues with Rata. We also need a confirm the contribution that Sport Canterbury have offered towards this project.
- Our preferred aim to still start the process on 22nd November. Any delay in implementing a funding strategy will result in Athletics Canterbury funding more of the GM salary out of our reserves. The change to the Rata Foundation funding criteria has added to the challenges we face re: funding the GM salary and meeting our budgeted targets going forward.
- In light of this development, it was moved "That we apply for up to \$40,000 (extra amount to be confirmed) from Rata Foundation to assist with the General Manager's salary." **Carried**
- It was moved "That we apply for a contribution of \$8,000 from Rata Foundation to ensure we can engage in the Barrer & Co project re: developing a financial plan going forward. Total cost is \$18k + GST" **Carried**

Correspondence

- There was no direct correspondence to the Board. However, there had been a lot of activity between various people associated with the T2A relay.

Finance Report

- **VG** is still working on the final accounts for the B2A Relay. Once completed it was acknowledged that potentially some funding grants may need to be repaid.
- No decision about possible refunds for teams who withdrew, nor giving back some of the entry fees to all teams, will be made until all accounts for payment have been received & pay. This will be a joint decision between AC and Athletics NZ.
- It was acknowledged by the Board that feedback from the B2A relay had been positive. **AS** thanked all those involved.
- A scoping Review document for the T2A Relay has been circulated to key stakeholders. The final version was presented to the Board for approval.
- It was moved **AS** and 2nd **AD** that the scoping document be approved **Carried**
- This would be subject to getting a quote to implement the document. This would need to be a cost against the event.
- Stack Team App – The new GameDay platform no longer has a shop function. Therefore, this APP will be used for the collection of NPW training fees etc. This was to be 2.9% plus 30 cents per online transaction. There is a digital membership option that we will trial this season.

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

- The Awards night review is still to be finalised
- There were no Working Group reports for the month.

Other business:

- **Registrations Secretary's Report** – There was no registration report. General feedback about the new system is that it had had numerous issues resulted in extra work for many. Not a great start!
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Meeting Closed- 8.30pm

Date for next meeting: Thursday 27 October at Nga Puna Wai. It may be necessary to move the Thursday November meeting.

KEY actions summary

HS – Interim review of GM position

AS & IT HS – Working groups methods of reporting – **HS** to send example (From August minutes)

AS or IT – to contact Barrer & Co re: change of meeting date.

Signed: Andrew Stark

DRAFT