



Athletics Canterbury Board – Minutes

19 December 2022 at 5.45pm

12 Highcrest Heights, Westmoreland

Present:

Andrew Stark (**AS**), Daniel Reese (**DR**), Victor Gamperle (**VG**), Ian Thomas (**IT**), Avril Davies (**AD**) & Haidee Stratford (**HS**)

Apologies: Diana Ismagilova (**DI**), Tim Jones (**TJ**), Paul Nicholls (**PN**),

Minutes of Meeting 27 October 2022: Taken as read

Carried

Matters Arising:

- **Interim review of GM position** – The report had been sent to **AS** and **IT**
- **Working Groups Methods of Reporting** – **HS** had provided a template to **IT**
- **Barrer & Co** – **IT** has sent further information back to Barrer. Barrer are to come back with a 3 year plan. Another meeting is to be organised. Suggested that we pencil in a meeting date of 16th February.
- **Rata Foundation Grant Update** - \$8k had been approved for the Barrer workshop, but the \$40k for the General Managers wages had been unsuccessful. Further applications were to be considered. It was **MOVED AS 2nd AD: That the Board continues to fund the GM salary out of reserves through until the end of March 2023.**
Carried
- **Awards Night Review** – **AD** and **IT** had meet (**DR** was unavailable). Dates had been pencilled in for the 2022/2023 Awards night to be held at the Cockram Hyundai Showroom on either 5th or 12th May 2023. The Coaching Working Group, are to come up with some criteria in regard the coaching awards.
- **T2A review** – At the time of the initial interviews for the review, the Race Director (Daniel Reese) was unavailable. However, DR is now available to answer questions and help clarify some points re: the draft review sent to key members of the T2A LOC / GM / Board Chair in mid December 2022. Once this has been completed and the reviewer has prepared a final document. It will be presented to the Board for comment, before the key outcomes being circulation to our stake holders.
Forward planning: A considerable amount of time and effort has already gone into the 2023 event, including looking at alternative courses. The current aim is to confirm the 2023 event by the end of February.
- **HS** suggested that ALL minutes from the operational committees be added to Sharepoint.
- **New Club** – There are plans being setup for a new club in the Halswell/Wigram area. This is ongoing.
- **Review protocols for accidents** – All Children’s Club Captains or a Club representative would be briefed at the start of each season. Each Club would be required to have a designated First Aid person.

Correspondence

- **ANZ Leaders Minutes** – These were taken as read.
- **ANZ Registrations** – **AS** believed that we recommend to our clubs, that they go with the status quo.

Finance Report:

- **VG** presented the accounts as at 31st December 2022 – This was taken as read.
- An investment programme for the Bill Richards Marathon Trust was presented to the Board for consideration. In principle, the Board was not opposed to the proposal. **IT** would check with Sport Canterbury, in regard their policy on investing funds in a managed fund.
- It was suggested that **IT** write to the Christchurch Marathon Limited in regard their outstanding payment.

General Manager’s Report:

- **IT** presented a General Manager’s Report and a Work Plan goals – Both were take as read.
 - ANZ have asked that every region have its own Safety Officer. **IT** has arranged for a Chris Hurring to work with him to devise a policy to be presented to the Board. An introduction meeting for all clubs would be held January/February.
 - The NZ Secondary School’s T&F Championships would be held at NPW in December 2023. Marketing for this would take place in the New Year. The 2024 event is scheduled to be held in Timaru.
 - The Marketing Working Group have indicated their intention to focus more on the internal marketing of our sport to club athletes. A final decision as to how we market the sport to the wider community is on-going and various suggestions will be looked at.
 - **HS** questioned the need to continue having the working groups as they are, given some groups seem to be struggling to deliver. Perhaps a better idea is to create ‘project appropriate working groups’ and when the project is completed, the group dissolves. This idea needs to be discussed at

our next Board meeting. **IT** indicated that we are looking for two Working Group leaders, should we continue with this structure.

- **IT** is to provide a list of members of all Working Groups & committees so the website can be updated.
- **IT** has been accepted on a Sport Canterbury leadership course for 2023 and has been given one of the CCC Senior Managers in Sport and Recreation as his mentor.

Working Group Reports:

- There were no specific Working Group reports. These were included in the General Manager's Report.

Other business:

- Registrations Report – This was taken as read
IT advised in his report, that Chris Rowe the Registration Secretary was moving away from Christchurch. It was suggested that Chris could work virtually. **AS** was to have a chat with her.
- **IT** suggested Athletics Canterbury Golf consider a golf tournament as a fund-raising idea. He had had a chat with both Hamish Kerr and Tom Walsh in regard their availability if a suitable date and course could be found.

- **Meeting Closed- 8.15pm**

Date for next meetings:

26th January – NPW

23rd February – TEAMS

30th March – NPW

27th April – TEAMS

25th May – NPW

29th June – TEAMS

July 2023 (date to be confirmed) - AGM

Actions Points:

IT - Date for next Barrer meeting

IT/VG – Further funding applications

IT – Awards dinner date

IT – T2A review

IT – Check with Sport Canterbury on investment policy

IT – To write to ChCh Marathon Company

IT – Completion of H&S policy and the club introduction meeting of the H&S policy

AS – Registration Secretary

IT – Golf tournament
