

Athletics Canterbury Board - Minutes 26 January 2023 at 6.00pm

Present:

Andrew Stark (**AS**), Daniel Reese (**DR**), Victor Gamperle (**VG**), Ian Thomas (**IT**), Avril Davies (**AD**), Tim Jones (**TJ**), Haidee Stratford (**HS**), Paul Nicholls (**PN**) and Diana Ismagilova (**DI**) by TEAMS video

Minutes of Meeting 19 December 2023: Taken as read

Carried

- **Barrer & Co** – meeting confirmed for 24 February at 4pm. Allocate approximately 2 hours for the meeting, followed by Board meeting (if necessary). A list of potential funding sources had been identified. Contact to be made initially with Kiwi Funding. The importance of clarifying the Rata Foundation funding was noted as applications opened from the new financial year in April. **IT** pointed out that Sport Canterbury had also employed Barrer & Co which could lead to more information being made available.
 - It was agreed that funding applications were part of the GMs role.
- **The Awards Night Date** – The 5th or 12th May, **IT** still waiting on confirmation from Dougal Cockram
- **T2A Review** – Following the review a list of recommendations has been circulated. **DR** in his role as Race Director had now been interviewed. It was decided to await the full report which was due the following week. When received **IT** would circulate to the board. Specific points for discussion to then be emailed to **IT** who would collate a list for further discussion and clarification. John Gamblin and Annette Campbell to be included.
- **Sport Canterbury Investment Policy** – **IT** reported that he had an investment policy relating to the Bill Richards Marathon Trust.
- **Letter to Christchurch Marathon** – on going.
- **Golf Tournament Details** – In progress for the 2024 year.

Correspondence:

- **ANZ Leaders Minutes**; Advertising the Club Connect and ANZ Road Championships
- **Registration Secretary Update** – Work in progress, bearing in mind seniors have rolling one year sub.
- **Run Timaru** – Lovelock Memorial Fun Run – approval for sanctioning. It was noted that this event had been successfully run for the past 10 years with no specific requirements set by Athletics Canterbury. After discussion it was agreed that it was important in these times of risk adversity to ensure that all areas of risk, eg traffic management, facilities etc, be signed off prior to sanctioning. **DR** is going to ask Run Timaru for their Health and Safety Plan and Traffic Management Plan. **DR** also to update the form which is currently on the website to include H&S and TMP.

Finance Report;

- **VG** presented the accounts as at the 31 January 2023 – taken as read.
- Grants were down – the main financial concern was funding of the GM role which was currently being funded from reserves until end March 2023. Subject to funding applications, it may then be necessary to use investments as a way of financially supporting the role.
- It was MOVED **AS** 2nd **AD** – that application be made to the Kiwi Gaming Trust for the sum of \$60,000, to cover the GM's Salary. **Carried**
- Net assets down \$68,000 from this time last year.

AS thanked **VG** for his work.

General Manager's Report: Taken as read.

- Draft Volunteer Code of Conduct – previously circulated. Various questions raised, but on the whole, the concept was agreed. Further work required prior to circulating to organisational committees for wording and method of administration. **VG, HS, AD & IT** to liaise prior to sending to each committee to assess the needs for each volunteer committee.
- Organisational Structure – previously circulated and agreed to be a valuable tool for the future. On hold until funding opportunities have been revealed.
- Colgate Games – There were differing opinions on the success, or not, of how the event was run. Please email points to **IT** for discussion at next Review Meeting.

Working Group Reports:

- **Marketing Meeting Notes** – I discussion document had been prepared after a meeting between **VG, IT, AS**, Annette Campbell and Robyn Perkins, this had been circulated. Discussion took place on the pros and cons of marketing and costs involved. It was agreed that a conversation was required with various agencies, free lancers etc to ascertain potential financial value V's financial output and work involved. **VG** pointed out that our immediate focus, should be the funding of the GM role, rather than loose marketing. It was agreed to withhold further discussions until the Barrer & Co meeting re future funding. **TJ** advised that he works for an advertising agency and has contacts. He would follow up and report back in due course. Marketing to be thanked for their report and advised accordingly.
- **Officials** - The general decline in volunteers was noted not only in relation to Athletics in general but across the board in all areas of sport, recreation, and the community as a whole. In saying that, **PN** reported that 2022 had been reasonably successful with the appointment of three new officials and more people interested in education. A long discussion was held on ways to attract new volunteers with the requirement for Officials being identified as the most important. Further discussion was required.
- **Can Run** - **IT** reported that Connex World did not want to do the marketing for CanRun as they were in favour of a whole of sport approach.

Other business:

- **ITM Luncheon** – At this stage **IT, DR, TJ & AD** to attend. The luncheon is on 10th February.
- **Registrations Secretary Report** – previously circulated and accepted.
- **Athletes Subsidies** –
It was MOVED **HS 2nd DR** – that \$200 be made available to Cameron Avery and Katherine Camp towards their attendance at the World Cross Country Championships in Australia. **Carried**
- **Official Subsidies for March**
It was MOVED **AD 2nd DI** – that Officials attending the Nationals Event in Wellington would be subsidised \$25 per day for each official per day of attendance. **Carried**
- **AGM** – booked Wednesday 26 July at Cashmere Club.

Meeting Closed- 8.35 pm

Date for next meeting – 23 February 2023

Actions Points:

- IT** – Complete application for Kiwi Gaming Trust
- IT** – Letter to Christchurch Marathon Company
- VG, HS, IT & AD** – Volunteer Code of Conduct
- PN, HS** – Running of Colgate Games
- TJ** – Marketing personnel
- DR** – Update sanction form and communicate with Run Timaru