

Present:

Andrew Stark (**AS**), Victor Gamperle (**VG**), Ian Thomas (**IT**), Avril Davies (**AD**), Tim Jones (**TJ**), Daniel Reese (**DR**)

Apologies: Haidee Stratford (**HS**), Paul Nicholls (**PN**)

Due to Zoom issues Diana Ismagilova was unable to participate.

Minutes of Meeting: 23 February 2023 - Taken as read

Carried

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- **Application for Kiwi Gaming Trust** – see Finance.
 - **Coalgate Games** – on going.
 - **Awards Night** – Date confirmed for 12 May 2023 at Gary Cockram Hyundai. Nomination forms had been distributed with one or two yet to be received.
 - **T2A Review** – Press release had gone out, also advertising via other media channels. The Traffic Management Plan had been submitted to the Waimakariri District Council, the Health & Safety Plan completed and other plans in progress. Awaiting final Council approval before going ahead with sponsorship applications, staffing, website etc.
 - **Letter to Christchurch Marathon** – in progress.
 - **H & S and Club Introduction Meeting** – In progress, retain on agenda.
 - **Volunteer Code of Conduct** – Awaiting first draft (**HS**) prior to circulation to **AS & VG**. Once approved circulate to Board for finalisation before distributing to clubs in draft form for feedback.
 - **Registrations Secretary Update** – Fleur Pettengell had been appointed to replace Chris Rowe. The Board acknowledged the work that Chris had done over the past 3-4 years.
 - **Bill Richards Marathon Trust** – Investments to remain as is in the meantime, due to fluctuating interest rates. **AD** asked whether people could apply for a grant multiple times. Agreed.
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Finance Report:

- It was noted that an application to Air Rescue for assistance with the GM's salary (March 2023) was declined. **IT** to follow up to see if there is anything we need to do differently, so it is successful.
- A draft report for the year ended March was present and it showed a draft loss of approximately \$36,000 compared to a budgeted profit of \$3,500; There was below budget revenue for registrations, track hire, sanction fees, and weekly competition fees. There were additional expenses incurred for consultancy fees for Fundraising strategy, T2A review and the T2A feasibility study, as well as unbudgeted travel expenses.
- **VG** requested that a meeting with club Presidents be organised to talk through our financial position so that everyone is aware of the Boards Strategy.
- AGM agenda item – consider investments for 2023/24 year.

It was MOVED:

- That an application be made to the Kiwi Gaming Trust to cover cost of equipment, annual insurance and storage fees \$20,000. Moved **AS 2nd DR** **Carried**
- That application be made to NZ Community Trust to cover part GM salary \$50,000. Moved **AS 2nd DR**. **Carried**
- That application be made to Christchurch City Council Strengthening Community Fund (Community Engagements) to part cover the General Manager's Salary \$30,000. Applications close 14 April 2023.
Moved **AS 2nd DR** **Carried**

It was further MOVED:

- That the General Manager's salary would continue to be funded for a further three months ending 30 June 2023, subject to review at that time.
Moved **VG 2nd AD** **Carried**

General Manager's Report: Accepted. The following points were addressed:

- South Canterbury - Working with Timaru District Council regarding track renewal and other issues.
- Fundraising Manager's Role – Following the proposal by Barrer & Co regarding recruitment of a Fundraising Manager, three options were discussed.

It was MOVED:

- That the Board accept Option 2 - that Barrer & Co assist with the advertising, shortlisting and interviews only. GM to carry out all other necessary negotiations etc. **AS 2nd DR Carried**

- Awatera Athletics Club – working with Helena Dinnenson and her husband, who have agreed to run the new club. Expressions of interest were forthcoming from many families in the Halswell/Wigram area. Working on Constitution, club colours etc and it was hoped to have the club established by the new track and field season. **IT** recommended that the first year's registration fees be waived.
- Marketing Proposal – Not in a financial position to continue with this, but keep in back of minds as to what to do? At the moment marketing, eg Facebook, website and advertising etc was being done by both **IT** and Annette Campbell. As she would be away for the next few months **IT** agreed to discuss with her and prepare a plan for discussion.
- Working Group Updates – Question as to what support is required for the new Awatera Club particularly in the area of coaching. **IT** to discuss with Dion as to what they can provide?
- Officials – more work required, for future discussion.
- Athletes – joined track and field committee but we need to work out viability.

General Business:

- Registration Secretary Report – received from Chris Rowe.
- Athletics Canterbury Board makeup – April agenda item.
- Constitutional Changes – **DR** to prepare for next meeting.

Meeting Closed: 7.57pm

Date for next meeting 27th April 2023 @ 7.30pm (This would be a Teams video meeting)

Action Points:

- **GM** - Awards Night nominations
 - **HS** - Volunteer Code of Conduct – draft
 - **DR** - BRMT draft letter
 - **GM** - Funding applications
 - **GM** - Accept Option 2 Barrer
 - **GM** - Working Group updates – Dion?
 - **DR** - Constitutional Changes
 - **AGM** - Investments 2023/24
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