



Athletics Canterbury Board - Minutes

25 May 2023 at 5.45 pm @ Nga Puna Wai

Present:

Andrew Stark (**AS**), Victor Gamperle (**VG**), Ian Thomas (**IT**), Haidee Stratford (**HS**),
Paul Nicholls (**PN**), Tim Jones (**TJ**), Diana Ismagilova (**DI**),* Avril Davies (**AD**)*, (*Zoom)

Apologies: Daniel Reese (**DR**)

Minutes of Meeting 27 April 2023: Taken as read

Carried

General Manager's Report: Taken as read. The following points were highlighted and discussed:

- **Interview Panel** – Twenty-eight applications have been received. Several were identified as having the previous experience and knowledge required for follow up. **IT** has already had an informal discussion with two of the applicants. **PN** agreed to participate on the interview panel along with **IT** and Sarah (Barrer & Co) for her fundraising expertise. Should there be two outstanding candidates, a tie-breaker (Board President or other) would be called in.
 - **Code of Conduct** – Document presented for discussion, with suggested amendments. **IT** to make proposed amendments and recirculate to the Board, prior to overall circulation by the beginning of June.
 - **Profits from Large Events** – **IT** has been in discussions with Athletics NZ about the possibility of hosting more significant events over the next few seasons, as these events are important in generating income for the Centre. Given our financial commitments going forward, it is important to clarify the distribution of any surplus and how best this can be reinvested in the sport. In this regard, **IT** will be attending a meeting with Christchurch City Council to discuss the possibility of us holding these larger events in future, and explaining the funding requirements and how best they can assist us.
 - **New Board Members** – A round table discussion was held on the skill set requirements for new board members. These were highlighted as – connected, but not directly involved in athletics; fundraising and on-board experience; understanding the sports industry (helpful, but not essential). Nomination forms will be sent to our athletics community and the role will be advertised on Better Boards as per previous years.
 - **National Secondary Schools Track & Field Championships (December 2023)** – Currently the LOC for this event sits outside of Athletics Canterbury. It was agreed that **IT** email John Derry (Secondary School Sport Canterbury) offering our assistance and educational support if required, to ensure this is a successful and a positive experience for those attending.
 - **Funding** – **IT** had been in touch with National Grants Manager at NZCT (NZ Community Trust) and had since been working on an application to be submitted the following week. We are still waiting on the outcome of a Christchurch City Council - Strength and Community Fund application. Athletics NZ have also offered to assist Canterbury re: attracting more members to the sport. More discussions about what that exactly means are on-going. We will also reapply to Air Rescue Trust, having been turned down due lack of funds.
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Finance Report:

- **VG** presented a copy of the draft annual accounts and explained the reasons for the expected 'loss'. The reasons for this loss have already been explained to club delegates who via a Teams Meeting held early this month. **VG** to prepare a summary to be presented at the AGM.
 - **VG, AS** and **DR** to create the timeline of what needs to be done to ensure the accounts can be 'reviewed' prior to the AGM in July.
 - **VG** presented a 'year to date' summary. Still need to finalise the budgets. However, he acknowledged that the work required to get the National Road Relay event approved has impacted on that being completed.
 - Some term deposits are up for renewal. **VG** to investigate.
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General Business

- **Affiliation of Members Fees** – Status quo to remain.
It was MOVED: "That the 2024/2025 Athletics Canterbury fees remain the same" **AS/Carried**
- **Registrations Report** – Report received but available on the night to view. To be circulated in due course.
- **Constitution Change** – No Constitution changes required at the forthcoming AGM.

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- **National Road Relays Update** – The Traffic Management Plan has been approved. Social media up and running, details to Athletics Canterbury in collaboration with Athletics NZ, and the website would be live the following day. **AS** acknowledged the enormous amount of work that **VG** has undertaken to get this outcome, plus he thanked him for leading the team and their work they have all done so far.
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Minutes of the Previous Meeting

- **Insurance** – **AS** has reviewed the previous policy and been in discussion with our Amicua (Insurance broker). The policy has been updated accordingly and two quotes had been received and was accepted in principle. However, the question of Board member's personal liability insurance was raised and whether or not this is included within what Athletics NZ insurance offered to Centres when hosting events for club athletes. **AS** to follow up with Athletics NZ and seek advice / quote from Amicus.
It was MOVED: "That subject to the response from Abacus re personal liability, the Abacus quotation for the 2023/24 insurance quotation be accepted" **AS/Carried**
 - **Meeting of Club Presidents / Secretaries** – **VG** reported on a successful and helpful meeting. It was suggested that this continue on a more regular basis, such as quarterly.
 - **Awards Night** – A successful event was held, and the format of the evening worked well. **IT** will prepare a written report in due course. It was noted that the venue at Hyundai was spacious, and that they were a willing and helpful team. He indicated that the event may be held in April next year to ensure those competing overseas could attend.
 - **Christchurch Marathon Trust** – **IT** to follow up.
 - **Athletics New Zealand new CEO** – due to commence the role in August this year. An invitation to attend a Board meeting would be extended in due course.
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Meeting Closed: 7.45pm

Date for next meeting – 22 June 2023 – Zoom

Actions Points:

- IT** – complete Code of Conduct
- IT** – John Derry re National Secondary Schools LOC
- IT** – Fleur re Registrations Report
- IT** – Insurance personal liability
- IT** – Christchurch Marathon Trust