



Athletics Canterbury Board - Minutes

27 April 2023 at 7.30 p.m.

Teams Video Meeting

Present:

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

Apologies: Tim Jones (TJ)

Minutes of Meeting 30 March 2023: Taken as read

Carried

- **Kiwi Gaming Trust** - Work in Progress. More information required before submitting funding application. **AS** to follow up.
- **Running of Coalgate Games** – more official data required. Nothing further to discuss at this point. **IT** to follow up.
- **Awards Night** – under control.
- **Letter to Christchurch Marathon**- - Awaiting financial result from 2023 marathon, prior to forwarding letter for further discussion.
- **H & S and club introduction meeting** – Defer to May meeting.
- **Volunteer Code of Conduct** – Draft prepared – to be sent to **VG & AD** for input prior to sending to Board for further comment. Once finalised will be circulated to all operational committees.
- **Air Rescue** – **IT** advised that the negative response was due to lack of funds, number of applications from other institutions etc. Reapply to meet next deadline. It was **MOVED**:
 - That application be made to Air Rescue Services Ltd for a sum of \$15,000 to cover part costs of GM salary.

DR/AD **Carried**
- **HS** queried whether we had applied to NZCT for funding. Conversations currently under way with an application to be prepared for \$50,000.
- **Meeting with Club Presidents** – **VG & AS** to meet with Club Presidents via Zoom to outline the current financial situation, loss reasons for investing with Barrer & Co and establishment of the fundraising manager role.
- **Awatea Athletic Club** – **IT** to meet with Helena Dinnenson to finalise Constitution and other matters. Exploring funding opportunities etc in the hope of being registered and ready to start 1 October 2023

Correspondence:

- **ANZ Leaders Minutes** - nothing to report.
- **BRMT** – 2023-2027 plan – received and discussed. More information and clarification required specifically in respect to expenditure. Request representative to attend Board meeting to present plan and answer questions.
- **Criteria for Awards** – Email received from Annette Campbell - It was agreed that the award criteria should be more objective- **IT** to prepare following the next Awards night.
- **Organisational Monthly Report** –
 - **Cross Country Minutes** - tabled
 - **Track & Field Minutes** – tabled.

Finance Report;

- **VG** – Current is currently showing a loss due to expenses incur for traffic management plan for the new National Road Relay course.
- Registration fees are slowly being received, but at this stage down on budget.
- Draft accounts for the last financial year are showing the Cash reserves are significantly down due to the Rata Foundation grant (Sept 2022) being declined and timing of other funding grants. Profit and loss account also down for the same reason.
- A meeting with Club President's is being organised to explain the current financial situation and the strategy the board is following.
- **VG** to submit a reconciliation of core financial position for the AGM. Working on accounts for annual review.
- **VG** to prepare timeline for annual review. As per last year, VG will prepare a financial reconciliation for presentation to the AGM.

General Manager's Report: Taken as read.

- **IT** to discuss with Rata Foundation regarding funding for the new Fundraiser position.
- Lengthy discussion about the financial implication of this role on our reserves, should generating funds prove to be difficult. It was suggested that an independent contract would be more appropriate, in order to avoid any financial risk.
- Eleven applications had been received to date with advertising to continue more widely, once the terms and conditions of employment had been satisfactorily finalised. **IT/AS**.
- Verbal agreement had been received to go ahead with National Road Relay course. **VG** was thanked for all his work.

Working Group Reports:

- Nothing of significance noted.
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General Business

• **Registrations Report**

Tabled. GameDay is proving to be not a very user-friendly system for extracting information.

- **July AGM** – Two possible Board vacancies. **IT** had two possible names to discuss with **AS**.
 - **Merit Awards and Life Membership** - Recommendations received.
 - **Constitution change re organisational committee AGMs – DR & AS** – review Constitution, but very unlikely any changes will be required at this stage. **AS** pointed out that with the changes in the Incorporated Societies Act a draft Constitution example for volunteer groups was to be produced so it would be prudent to wait for this example. **IT** advised that we have until July 2026.
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Other business:

- **IT** reported that ANZ General Manager replacement should be announced soon.
- **HS** – suggested applying to Go Media to assist with advertising for the National Road Relay. **IT** was currently investigating publicity, sponsors etc. Suggestion made to contact Mainpower and McAlpine Mitre 10, Chamber of Commerce and others.

Meeting Closed – 9 pm

Date for next meeting – 25 May 2023

Actions Points:

AS – follow up Kiwi Gaming Trust

IT – follow up running of Coalgate Games

IT – Volunteer Code of Conduct to **VG & AD**

VG & AS – Zoom Club Presidents

IT – Criteria for Awards

VG – financial reconciliation for AGM

IT/AS – new role obligation

IT/AS – new board members

DR/AS - Constitution changes