



Athletics Canterbury Board – Minutes

25 January at 5.45 pm

Nga Puna Wai

Present:

Andrew Stark (**AS**), Ian Thomas (**IT**), Victor Gamperle (**VG**), Paul Nicholls (**PN**), Eddie Cropley (**EC**), Michael Henstock (**MH**), Katherine Ewer (**KE**) (via Teams),

Apologies: Tim Jones (**TJ**), Tony Fallon (**TF**)

General Manager’s Report – taken as read. The following points were highlighted.

- **IT** –2022 – 2028 Strategic Plan had been previously circulated. A long discussion was held, and points of particular interest raised, eg interaction with clubs, attraction and retention of club members, marketing, volunteers etc. It was suggested and agreed that a specific meeting be scheduled for Board members to continue these discussions and outline specific areas to be worked on for the coming year. The meeting was scheduled for the following Wednesday 31 March 2024 at 7pm via Teams. This would provide sufficient time for the board to read and review the plan and each to identify the key focus areas.
 - SMAPP Agreement – due for review in April this year. **IT** recommended a small subgroup work with him to review and make changes for presentation to the CCC. Subgroup – **AS, PN, VG**.
 - Netball NZ have inadvertently organised a big event on at Nga Puna Wai facility on the same day as the ITM. Christchurch City Council had worked with them to form a compromise re: parking etc, with the assurance that this was a one-off mistake. Netball NZ (volleyball/basketball) currently use a different booking programme from other users of NPW. **IT** to liaise with David Bailey (Christchurch City Council) to work out a solution going forward.
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Fundraiser Manager’s Report – taken as read. The following points were highlighted.

- **EC** –Minor changes since the December report. Total funding secured to date \$32,523 which did not include the \$10,000 from Kiwi Gaming Trust, and other applications yet to be acknowledged.
 - **EC** - confirmed Rata Foundation have changed their funding criteria and no longer include sponsorship for sports clubs and others. However, there were other avenues within their funding criteria that may provide a funding opportunity, which he will continue to investigate.
 - **EC** – outlined the importance of having a facility within the website pointing to sponsorship, fundraising, donation opportunities. It was equally important to have policies and procedures for managing and accounting for any monies received from these sources of income, so he would be preparing a draft document for tabling, completion and sign off by **VG** and **IT**. **AS** will add new pages to the website as required by **EC**.
 - **EC** has been having meetings with Barrer & Co. Looking at diversifying fund raising strategies.
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Financial Report:

- **VG** - Entered the 2024 budget into Xero. This will help facilitate monthly discussion at Board meetings.
 - An increase in NPW casual training fees and training pass purchases means that income from GameDay was up on budget.
 - The Crater Rim Ultra (October) was discussed. Port Hills Athletics had indicated they would cease hosting the event, due to the challenge of hosting the event. Discussions were held on whether it would be feasible for AC to take the event in the future. More investigations and discussions with those previous involved is required, before any decision can be made. **IT** to follow up.
 - Bearing in mind the above point, **VG** highlighted the need for multi-faceted marketing, which should be a focus at the Strategic Planning meeting.
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General Business:

- Policies – **IT** to review current policies and update the website, where necessary.
- AthNZ Centre Meeting – verbal summary
- Registrations Report – Tabled.

Points for Action:

- **ALL** – Teams Meeting 31 March at 7pm
 - **IT, AS, PN, VG** – subgroup – SMAPP Agreement
 - **IT** – liaise with CCC – Netball NZ Booking Programme
 - **EC** – Draft policy – website funding opportunities
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Meeting Closed: 7. 25 pm

Date for next meetings 29 February (via Teams)
 28 March (Nga Puna Wai)

We confirm the Minutes are a true and correct record of this meeting.

Signed: Andrew Stark – Board Chair _____ Date: _____

Signed: Ian Thomas – GM _____ Date: _____