



Athletics Canterbury Board – Minutes

21 August 2024 at 7.30 p.m.

Nga Puna Wai

Present:

Andrew Stark – Board Chair (**AS**), Ian Thomas – GM (**IT**), Victor Gamperle (**VG**), Averil Davies (**AD**), Michael Henstock (**MH**), Tim Jones (**TJ**), Tony Fallon (**TF**), Paul Nicholls (**PN**).

Apologies: Katherine Ewer (**KE**)

Minutes of Previous Meeting:

- Not available at the time of meeting

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

- The Microsoft licencing change for the Charity sector has not been resolved despite ongoing efforts of **IT**. Following a short discussion, it was decided:
 - AC would review the number of accounts required to reduce ongoing cost burden
 - SharePoint would be backed up onto a physical hard drive to support 2 points of recall best practice.
 - Explore Google Drive use for file system
 - **IT** will circulate the proposal with costs when received.
- Office space rental charge was discussed, and the Board wished to note the exceptional value offered by **IT** to CCC by his presence at the venue.
- A Coalgate games MoU has been received.
- **IT** noted the potential of a formal partnership between ITM event organisers and AC to support the running of the event and the continuation of a bronze meet in the region.

Workplan

- **PN** noted the progress made on the layout and content and asked for some tweaks to be made to provide clarity on the content where XC&R and T&F are both mentioned.
- A push towards making any actions on the updates to the SMART goal (time bound with accountability)

Financial Report: - previously circulated. **VG** highlighted the following points.

- **VG** noted the reduction in registrations taking effect on the accounts. Particularly, the knock-on effects of a reduction in race registration revenue.
- Balance Sheet was noted as being strong
- Grant decisions are still outstanding and could improve the position in the near future.
- **VG** noted there was a marketing review upcoming following the recent campaigns ran for the race season.
- The Board thanked **VG** for his detailed reports.

Correspondence:

- Athletics NZ Centre Leaders - General updates given, no substantive updates
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General Business:

New Chair and Board Succession

- **IT & AS** spoke about a potential candidate for Chair who has interested and had experience.
- **AS** to follow up on potential candidate and discuss co-option opportunity

- Next Board Meeting - Thursday 26 September – Teams

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Meeting Closed: 8.25 pm

Points for Action:

- **AS** – provide **TF** with access to Game Day
- **IT** – advise **TF** Oceania participants
- **IT** – Microsoft proposal

AS – Potential Chair discussion
