

Present:

Ian Thomas – GM (**IT**), Victor Gamperle (**VG**), Averil Davies (**AD**), Michael Henstock (**MH**), Tim Jones (**TJ**), Tony Fallon (**TF**), Paul Nicholls (**PN**) (via Teams), Raylene Bates (National Development Manager, South) (via Teams).

Apologies: Andrew Stark – Board Chair (**AS**), Jo O’Sullivan (**JO**), Katherine Ewer (**KE**)

Raylene Bates (**RB**) welcomed and introduced to the Board.

Minutes of Previous Meeting:

- Subject to one small amendment, the minutes of the last meeting were accepted.
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General Manager’s Report - Taken as read. The following points were highlighted:

- **Athletics Development Manager, Canterbury** – Further to discussions at the last meeting **IT** had drafted a Job Description together with a discussion paper (previously circulated). To date **IT** had secured \$30,000 in funding for the role. After considerable discussion, it was agreed in principle to move forward working on KPIs, sustainability, funding, linking to Strategic Plan etc prior to any further discussions. It was suggested that South Canterbury Athletics may have a viable interest in assisting, once things have been formalised.
 - **Fundraising & Sponsorship Report** – Tabled.
 - **Canterbury Children’s Athletics Association** – Discussion paper previously circulated.
 - Points from the paper were discussed and it was agreed that to reach harmonious relations between AC and CCCA, it was important to have a meeting with relevant parties. This meeting to be arranged as soon as possible. It was suggested that **JO**, **AD**, **VG** be representative of AC and **RB** was willing to mediate, if necessary, although she would be away next month (April). **IT** to coordinate meeting.
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Financial Report: - previously circulated. **VG** highlighted the following points.

- A loss was recorded for the year against the budgeted loss. However, Grant and Sponsorship money was down, although grant income at this stage may be slightly distorted.
 - Assets – Healthy assets in bank with some debtors still outstanding.
 - **VG** pointed out that if funding from the Colgate Games was required for the Development Manager’s job, it would reduce the loss.
 - **VG** reminded the Board that some larger costs would be required in future including a new chip timing system, Cross Country and Road requirements as well as equipment for Track & Field, so we should be prudent when considering future expenditure.
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General Business:

- **Awards Night** – 1 May 2025.
 - **TF** agreed to attend to bar duty giving **VG** a better opportunity to circulate
 - It was suggested that Gary Cockram Ltd (the venue) invite some of their valued clients to attend the ceremony.
 - Guest Speaker, Hamish Kerr (winner of the Olympic High Jump 2024). It was hoped that Nick Bewley (Sports Journalist) would be available for a Q&A session to interview Hamish.

AS prior to meeting had emailed board regarding sponsorship activity and having **IT** more involved, as per conversations he had with Cam Mitchell along with **JS**. Board agreed that more people involved in this area, the more opportunities can be uncovered and that is a positive in terms of the overall revenue generated for the organization. **IT** and **VG** to work out threshold level that **IT** becomes involved with all sponsorship activity.

- Next Board Meeting - Thursday 24 April – via Teams

Meeting Closed: 7.48 pm

Points for Action:

- **IT** – coordinate meeting with CCAA.

IT – ensure Eddie is using Hubspot and all information relating to sponsorship and fundraising activities is in there for next meeting from all that has access and doing stated activity.

