



Athletics Canterbury Board – Minutes

24 October 2024 at 5:45 p.m.

Nga Puna Wai

Present:

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

Apologies: Tim Jones (**TJ**),

Minutes of Previous Meeting: Moved from the Chair and accepted. No changes.

- Provision of access to Game Day to TF – Carried over
- Markup and circulate bylaws – Completed and Presented
- Creation of a board workplan calendar – Carried over

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

- Position Descriptions
Admin position JD is in progress & School Setup Person is to be considered in more detail to ensure value is added by the position
- By-Laws. Following a board discussion, the following points were noted:
 - Working Groups & Special Committees** – Keep in and allow us to have in future.
 - Uniforms** – retain clause (Sec to go out to club to remind people of uniforms, name changes)
 - Annual Reports of clubs** – stay in place
 - Constitutions** – Reach out for constitutions of clubs
 - Club meetings clause** – To be explored further
 - Transfers** – Clarify clause (a) wording for 1 primary and social club > TF to remind clubs of Gameday section
 - Clauses 17 & 18** – Ian to draft more apt wording
- Workplan
Noted with thanks
- Policies approval
Travel policy – Application process to be added
Child Protection – to be reviewed and refined further
- Fundraising report
Noted
Marketing subcommittee > Meeting with Eddie this week
- Website update incoming – Comms will be sent out
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Financial Report: - previously circulated. **VG** highlighted the following points.

- Timing in season is a factor right now for Gameday, Season, Schools etc so revenue position will shift when all invoices have been received & processed
- Balance Sheet was noted as being strong
- The Board thanked **VG** for his detailed reports.

Correspondence:

- Athletics NZ Centre Leader meeting – Stripe change of payment provider

General Business:

- Report was presented to the board on the alleged inappropriate conduct matter by **AS** & **TF**. As a satisfactory resolution has been reached, the matter is deemed closed.
- Registration numbers are strong, some clubs at capacity, numbers should be up after track and field
- Next Board Meeting – Online

Meeting Closed: 8.20 pm

Points for Action:

- **AS** – provide **TF** with access to Game Day
- **TF** – Email minutes to Club Secretaries with an update on By Laws Process and requests or information
- **IT** – Rework bylaws and final clause wording
- **IT** – Child protection policy updates
- **AD** – Approval process to be considered for travel policy