

MINUTES OF THE ATHLETICS OTAGO INC FINANCE COMMITTEE MEETING held on Tuesday 13 September 2016 in the Level 1 room, Caledonian Ground complex, Logan Park Drive, 7.30pm

Present: Brent Halley, Peter Hughes (Cav), Peter Hughes (Leith), Brian Watkins, Stuart Melville (representing the Board), David Low (late) and Tamsyn Hayes (EO)

Apologies: Ivan Pali, Ross Linklater

Minutes: *“Moved that the minutes of the last meeting 9 August 2016 be taken as read.”*
B Watkins/P Hughes(Cav) Carried

Matters Arising:

- All to be covered under General Business

Confirmation of Minutes: *“Moved that the minutes of the last meeting 9 August 2016 are a true and correct record of the meeting”*
P Hughes (Leith)/B Watkins Carried

Correspondence:

Inwards:

- Administrative correspondence (emails) between B Halley and T Hayes
- Cross Country Committee – would like a centre laptop to be purchased
- Track and Field Committee – motion for funding for Pole Vault covers, float for season, key issues
- Board – no need to keep any more refunds aside for the Edmond Cup, figures from finance report need to be recorded for “accounts for approval”
- Insurance – B Halley has a Certificate of Insurance now on file
- Air Rescue Trust – declined Grant Application

Outwards:

- Administrative emails sent by T Hayes – monthly invoices, email to Athletics NZ regarding what our current insurance policy covers and certification of our affiliation to Athletics NZ for grant applying purposes

“Moved that the inwards correspondence be received and the outwards correspondence be endorsed.”
P Hughes (Cav)/B Watkins Carried

Finance Report:

“Move accounts for approval of \$10,836.16”
B Halley/D Low Carried

General Business:

- **Grants –**
Lion Foundation Grant – **T Hayes and B Halley to complete**

New Zealand Community Trust – live application to cover the Executive Officer and Athletics Development contracts. **B Halley to follow up with Alan Nicholls where this is currently at.**
- **Pole Vault covers** – possibility of applying for a combined Southern Victorian and Otago Community Trust grant.
Direction for Alan Nicholls – to include this year’s budget in the application.

- **Treasurer – Volunteering Otago Inc (Anna Clair)**

Board are happy for the Finance committee to go ahead with this. **B Halley will go over the application with S Melville.**

- **Investment Policy**

Brent is yet to speak to Ken Lister regarding this.

- **Trust**

Ongoing discussion. Good and bad points brought to the table regarding this idea. It would be good to safeguard investments but the process to take money out to spend would be longer than what we currently do. Also for consideration is who would control the trust? Most likely the Board but then what happens if someone leaves or has a different vision etc.

However, when applying for grants it looks better as our bank accounts won't show large sums of money sitting there. There would be a large amount of work to break out of our current term investments.

Otago Children's have spoken of their interest to be involved in the trust also.

S Melville expressed the Board's conservative feelings surrounding this topic.

B Halley to follow up with Ken Lister and have a conversation with Phil Trousan regarding these issues and report back.

- **One Sport** – now up and running and should make things easier

- **Spark contract** – need to find out from Blair Ward what we require with the new Network Plan. **T Hayes to look at old accounts and make an enquiry re switching to a naked plan.**

- **Insurance** – happy with current cover for equipment. All other risks that we need covered are covered under the Athletics NZ insurance that we are affiliated with. B Halley has our Certificate of Currency.

- **Loss of income from events** – Peninsula \$2000, Clyde to Alex \$1400, Hill Free \$1250 and the Cadbury Marathon \$3500 – all exclusive of GST

Meeting closed 9.05pm

Next Meeting: Tuesday 11th October 2016 at 7.30pm in the Level 1 Room at the Caledonian Ground