

**Minutes of the meeting of the Athletics Otago (Inc) Board meeting
held in the Athletics Otago Club Room at the Caledonian
on Wednesday 26 April 2017 at 7.30pm**

Present: Megan Gibbons (Chair), Bruce Cowan (President), Stuart Melville, Kevin O’Sullivan, Bryce Watt, Raylene Bates (via phone), Carla Butchers (Administration Officer)

Apologies: Graham Murphie

Confirmation of Minutes:

“Moved that the minutes of the meeting held on 29 March 2017 to be a true and accurate record of the meeting.”

S Melville/ B Watt Carried

Matters Arising:

Finance – refer under General Business.

Run Otago Proposal

- Bryce will look at proposing next season as too late for this season. Worth bringing along to Planning Meeting for everyone to discuss. If planned to look at it will give the winter season to collect more data.

Correspondence

- 4 April: Letter from Cadbury Dunedin Marathon Organising Committee confirming date (Sunday 10 September 2017) and what they will require from Athletics Otago.
- 6 April: Email to Clubs with invitation to Athlete of the Year Awards and asking for nominations to be sent in by 5pm Wednesday 26 April 2017.
- 6 April: Email/post invitations to Life Members for the Athlete of the Year Awards.
- 7 April: Emails asking for various reports for the Annual Report.
- 10 April: Megan Gibbons email to Owen Booth (Sport Otago) regarding the running of the Primary Schools Cross Country.
- 13 April: Email to all Clubs with the Board and Track & Field Minutes reminding about deadlines for Athlete of the Year Awards, Remits for the AGM and nominations.
- 18 April: Email from Chris Wright (Football South) asking for a letter of support from Athletics Otago for the Logan Park Turf Project.
- 21 April: Letter emailed to Athletics New Zealand regarding the Scheduling of Events. (Response from CEO advising some staff are on leave but will look to get a response back to us by the end of this week).
- 26 April: Insurance renewal sent from Brent Halley to Crombie Lockwood.
- Emails regarding the ASB Otago Sports Award nominations.
- Emails regarding setting a date for the Planning Day.
- Emails/phone conversations regarding the Otago Community Trust application.

“Moved that the inwards correspondence be received and the outwards endorsed.”

B Cowan/K O’Sullivan Carried

Records Ratification:

- Javelin (600g) F46 SW 42.66m Holly Robinson Taieri DOB 10.12.1994 - 22yrs 2mths Caledonian Ground, Dunedin 26.2.2017 NZR
- Javelin (600g) F37 SW 22.48m Caitlin Dore Taieri DOB 9.6.1996 - 20yrs 8mths Caledonian Ground, Dunedin 26.2.2017 NZR
- 100m T35 SM 14.47s WR -0.4 William O'Neill Taieri DOB 31.3.1996 - 20yrs 11mths Porritt Stadium, Hamilton 17.3.2017
- 200m T35 SM 29.65s WR +0.6 William O'Neill Taieri DOB 31.3.1996 - 20yrs 11mths Porritt Stadium, Hamilton 19.3.2017
- Shot Put (5kg) M15yr 14.95m Hamish Mears Taieri DOB 9.4.2001 - 15yrs 11mths Porritt Stadium, Hamilton 19.3.2017
- Discus (1kg) G14,15yrs 38.05m Zharna Beattie Taieri DOB 1.10.2002 - 14yrs 5mths Porritt Stadium, Hamilton 18.3.2017
- Discus (1kg) G14,15,16yrs 39.40m Zharna Beattie Taieri DOB 1.10.2002 - 14yrs 5mths Surrey Park, Invercargill 25.3.2017
- Javelin (600g) SW 56.74m Tori Peeters Taieri DOB 17.5.1994 - 22yrs 11mths Sydney Olympic Park, Sydney 1.4.2017 NZR
- Long Jump G13yrs 5.14m WR -0.3 Emma McKay Taieri DOB 22.10.2003 13yrs 6mths Caledonian Ground, Dunedin 1.4.2017
- 4x400m (RepTeam) M18 3min 23.41s Otago National U20 Team *DOB 30.4.1998 - 18yrs 11mths Porritt Stadium, Hamilton 19.3.2017 (Matthew Ogle, Sam Gouverneur, Cameron Miller, Felix McDonald*)
- 400m Boys 14yr 52.42s Duncan Trevithick Hill City-University DOB 24.03.2003 – 14yrs 1 mth, 15.04.2017
- 80m Hurdles Girls 13yr 12.25s WR+1.6 Sarah Langsbury Ariki DOB 30.04.2003 – 13yrs 11 mths Caledonian Ground, Dunedin 01.04.2017
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“Move that the above records be ratified”

R Bates/M Gibbons Carried

Raylene suggested we ask for formal proof of identification (birth certificate, passport or driver's license) as some parents find it hard to find birth certificates'. This will hopefully speed up the ratification process.

Congratulations

The Board would like to acknowledge and congratulate the following achievements:

- Sarah Grobin – First at the New Zealand Mountain Running Championships.
- Tori Peeters – New Zealand Record in the Javelin at the Australian Champs in Sydney.
- Brent Ward & Raylene Bates – Finalist for Coach of the Year at the Otago Sports Awards.
- Holly Robinson – Finalist for Senior Sportswoman of the Year at the Otago Sports Awards.

- Anna Grimaldi – Finalist for Junior Sportswoman of the Year at the Otago Sports Awards

Finance:

Feedback from Finance Committee meeting

- Finance meeting went smoothly. The financial position isn't going to be as bad as the budget indicated.
- Overall accounts to be approved \$32,229.30

S Melville/M Gibbons Carried

Jennian Homes Mother's Day Fun Run

- Athletics Otago will be paid \$2,000 to assist with the running of the event on the day. We require 10 marshals, have asked for 2 from each Club however need to decide how we distribute this money – does some go toward the Clubs who are helping out on the day?
- Discussion was held around whether \$200 goes to each Club (if they supply 2 marshals) and \$1000 to stay with the Centre.

Bryce Watt moved half the income from the Jennian Homes Mothers Day Fun Run be shared back equally to the Clubs that provide marshals for the event.

Carried

Otago Community Trust Application

- Application has been submitted asking for \$26k toward Development within the sport. Sport Otago used to get this money, however we are hoping to get this transferred to Athletics Otago to show development throughout the region.

General Business:

Athlete of the Year Function

- Pre sales are slow at this stage.
- Bryce to send out a reminder email.
- Athlete of the Year Award. Discussion was held around which categories should go forward for the overall award; should Masters and Para Athlete of the Year be included.

"Moved to include 6 main categories for this year pending review of awards structure."

B Watt/K O'Sullivan Carried

Planning Day

- Date set for Wednesday 10 May 2017.
- 6.00pm pizzas with a 6.30pm meeting start time.
- Updating forms and procedures.
- Proposals to sound out with members, roles and responsibilities of the Committees.

Annual General Meeting

- Monday 29 May 2017.
- Awaiting two reports and the audited Financial Statement for the Annual Report.
- Notice of changes to the constitution – 2 from previous meeting.
- Notice of various positions up for grabs.
- Prepare voting papers.
- Public notice of AGM.

- Committees Clubs have one rep per Committee, should we be shoulder tapping people who would be good. Need to remind Clubs they should be nominating for each of the Committee's. Doesn't have to be one person a club could have 3 people rotating throughout the year.

Letters on Behalf of the Board

- Track & Field: The Track & Field Committee have asked the Board to send a letter to Athletics New Zealand raising concerns about the scheduling of the Commonwealth Games Qualification on the same weekend as the Oceania Masters as this will put a strain on officials. A letter was distributed around the Board for approval and emailed to ANZ on Friday 21 April. They have acknowledged receipt of this letter and will respond within a week due to some staff being on leave.
- ADO Role: A letter has been drafted to all Clubs regarding the Athletics Development Officer role. Alan Nicholls would like a copy of this as well. 30 June is the day the contract ends.
- Football South: Football South have asked for Athletics Otago's support for the Logan Park Turf Project.

"Bryce Watt moved that Athletics Otago provide letter of support to Football South for the Logan Park Turf Project"

Carried

General

Stuart discussions with Brent:

- Brent convinced Stuart accounts going into the cloud isn't necessary at the moment. Currently using Bank Link.
- Talked about the reports – suggested a slight change in format. Produces a Trial Balance at the moment which isn't satisfactory.
- There will be new authorities for banking added (2 at the moment to increase to 4). There will be no change to the term deposits. Payroll need to do something about this as it takes up too much time. Stuart and Brent are looking at options. The current system requires payment to be set up 4 days in advance of the payment date. Raylene mentioned she uses the same Payroll with the Academy so the role could be passed around to help share the load.
- Expressed the succession issue with the Finance Committee at their last meeting.

Meeting Closed: 9.13pm

NEXT MEETING: Wednesday 24 May 2017