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AAI BOARD OF DIRECTORS MEETING

Thursday 11 June 2015, 7pm Athletics Auckland Office

Present: Murray McKinnon (President), Peter Wyatt (Chairman), Peter Booker, Dianne Craddock, Jim Hogg, Sasha Daniels, Fiona Maisey, Rodger Brickland, Raewyn Rodger (Secretary).

Apologies: Brendon O'Connor

Confirmation of Previous Minutes:

- The minutes of 14 May 2015 were accepted.

Moved PW, Seconded MM, Carried.

Matters Arising:

- AAI Health & Safety Reform – Board Members asked to give feedback on any points they may have identified for inclusion. PW would like this signed off by July meeting, feels it is 90% finalised.
- Apparel Sponsorship Proposal – Cobra, Samples provided for Board perusal. PW feels apparel needs to be viewed by athletes who will be wearing it. Anthony to distribute to a range of athletes to view
- Master Organisation Representation within AAI. PW will liaise with Alan Dougal regarding an invite to attend a Board Meeting and report back to Board.
- AAI AMG – Papers sent to Clubs. All nominations to be received by office by 5pm 25/6/15

Correspondence:

In:

- ANZ Club Connect Information/Timetable. Reiterated that Centre's can send a delegate as an associate member, they can speak but they do not have voting rights.

Out:

- XCR Motion to Board via Email to forward Grant Application to Pub Charity Ltd as per XCR Report
- Pub Charity Limited Grant Application XCR Accommodation/Bus Transport \$5,000 posted.
- Partial Reconciliation Development Officer Wages to NZCT.

Office Managers Report:



Herb Towers Track, Mount Smart Stadium
51 O'Rorke Road, Penrose, Auckland, New Zealand

- General Office Admin Duties.
- JW FOD Admin including West
- Clubnet administration on IMG
- Grant Applications/Reconciliations
- Financial Updates
- 2015/16 XC Season Admin
- EOY Books
- AGM preparation

Development Officers Report:

- Monthly Report from Anthony Curry to be forwarded 12/6/15 and taken as read

Conveners Reports:

Track & Field:

- **Mt Smart Field 5 Development Update** – AC to check construction start date with Walter Gill.

Junior: Report Forwarded Taken as read. Attached to minutes

Cross Country & Road – Report Forwarded Taken as read. Attached to minutes

- XCR Motion to Board via Email to forward Grant Application to Pub Charity Ltd for \$5,000 to assist with Selected Team to NZ Cross Country Championships 1/8/15 in Christchurch.
Moved DC, Seconded SD, Carried
- Australia Development XC Trip sponsorship probably not forthcoming this year. Motion to apply to AAI Centennial Trust for up to \$5,000 to assist Travel Expenses.
Moved DC, Seconded PB, Carried
- Board discussed options to motivate more people within the clubs to help with event organisation.

Financial Report:

- 1/5/15 – 31/5/15 Financial Statements passed.
Moved JH, Seconded PW, Carried.
- EOY Financials and final Actuals to Budget have been circulated to Board members for comment.
- Confirmation of legalities around Gym/Gear Shed ownership after extensions with Mt Smart to be updated under existing contract. Check valuation of one bigger building as opposed to two separate buildings.
- Depreciation Schedule. Discussion to ensure that current schedule is up to date and if overall corporate ownership should be held under Board as part of Asset Management Plan. Board generally supportive of corporate ownership, with further investigation to take place.
- Paul Leighton to be contacted regarding audit of accounts.

Coaching:

- Coaching once again identified as a key strategic goal for 2015/16 season. To be pursued strongly again this season from budgeted funds and if successful grant funding, for 12 – 17 age group.

Mt Smart Update:

- PW and MM to meet with new CEO of RFA

Communications/Marketing:

- PW circulated a flyer from a company called The Sports Agency which offers services as per flier of business support and solutions to assist sporting organisations achieve their business and financial goals. They are also marketing a MiSport App as an affordable mobile communication platform, fees apply. They are happy to give a Demonstration of their product. PW to further investigate.

Business Planning:

- AAI Board met to prioritise Strategic items on Business Plan to be implemented over next 12 months on Sunday 7th June at AAI Office. Board Members to follow up on action items.
- SD has drawn up an initial assessment of scope for change of the Rules of AAI Constitution to make sure it is relevant with ANZ constitution.

Alternative Income: Sponsorship Plan:

- XCR Grant applications Covered under XCR Report.
- Motion to re-apply to NZCT for \$50,000 to offset salary costs of employing a Development officer.

Moved PW, Seconded JH, Carried

ANZ Update:

- Linda Hamersley apology - unable to attend the June AAI Board Meeting due to other commitments. Will try to attend next AAI Board Meeting.
- ANZ AGM date set for 1st August in Christchurch. AGM/Club Connect Information/Timetable forwarded to clubs.

World Masters Games Update

- May quarterly report forwarded to World Masters Games Inc. PW will forward onto Board Members.

General Business:

- JH asked that Sectional/Project budgets be forwarded for Board perusal.

Meeting closed 9.02 pm

Next Meeting: Due to several apologies July Board Meeting cancelled. Any urgent business to be conducted via email to Board Members.

August Meeting: 13/8/15.

Signed As True and Correct

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Name of Signature Date

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Name of Signature Date

Action Items:	Actioned:
Health & Safety Review	Board
Apparel Sponsorship Proposal	PW/AC
EOY Accounts	RR/JH
AAI AGM – Merit Awards	RR/Board
Grant Applications	RR
Business Planning Strategic items actioned	Board
World Masters Games LOC	Board
Master Organisation representation	PW
Annual Report Information	Board
Sectional/Project budgets	Conveners