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## **AAI BOARD OF DIRECTORS MEETING**

**Thursday 17 December 2015, 7pm Athletics Auckland Office**

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

**Apologies:** Peter Booker, Fiona Maisey

### **Confirmation of Previous Minutes:**

- The minutes of 12 November 2015 were accepted.

**Moved PW, Seconded MM, Carried.**

### **Matters Arising:**

- Sectional/Project budgets to Board for Perusal. XCR budget will be tabled at next Board Meeting.
- Co-opting suitable replacement Board Member. No update.
- H&S Plan to be uploaded to AAI Website, and emailed to AAI Clubs so they can use as a template to manage their own H&S responsibilities of providing suitable reasonable guidelines for their members.

### **Correspondence:**

#### **In:**

- Further email re membership declaration from Annette Purvis ANZ Chair.
- Auckland City Tri Club Affiliation AAI/ANZ. Constitution forwarded. To be forwarded onto ANZ for final confirmation.
- Mangere Otahuhu Athletics Club affiliation confirmed by ANZ Rules Committee. RR to contact club regarding uniform/affiliation payment/registrations.
- RFA Annual Report.

#### **Out:**

- Funding Application to Pub Charity for NZ T&F Champs Van Hire \$2,000



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

### **Reporting: Office/Development/Sections**

- Reports distributed to Board. Taken as read. No Junior/XCR reports for November. Copies attached to minutes.
- RR reported that College Sport have enquired about the office preparing their Zone/Championship days Sportscore databases. RR to obtain a copy of their entry procedures to determine how much work would be involved before making a commitment.

### **Financial Management:**

- Monthly Financials 1/11/15 – 30/11/15 Financial Statements passed.  
**Moved JH, Seconded PW, Carried.**
- T&F motion to the Board to apply to Constellation Community Trust for up to \$3,000 for 2016 NISS Athletics Championships operating expenses 1-3 April 2016. After discussion Board asked that T&F committee provide more details regarding expenses sought and if this should be done through the Schools/College Sport.
- One quote has been received to provide new singlets/shorts for IP 12/13 Auckland. Once second quote received, funding amount and Trust Provider established motion to be resubmitted to Board.

### **Risk:**

- PW is to meet with WMG to discuss the appointment of their advertised Operations Manager for Athletics. They would like this appointment filled by early 2016.
- The Board had a further discussion around an action plan of formulating Sport Development/Marketing/Executive Officer positions. Best fit scenarios will continue to be looked into at the beginning of 2016.
- Sport Auckland are interested in working with AAI to implement the AAI Regional Auckland Athletics plan and are keen to discuss initiatives in early 2016.
- Dianne asked about the possibility of Center vehicle that could be used by the Development Officer but also be capable of towing the XCR Trailer to and from events. After discussion MM to look into the viability/feasibility of a vehicle and report back to the Board.
- RR asked the Board to move forward with a Coaching Plan in early 2016 as per budgeted grant funding from Foundation North.

### **Work Plan Update:**

- Nil Report

### **General Business:**

- The AAI Board would like to express their condolences to the Masters Athletics fraternity and family of Bruce Clarke.

**Meeting closed 9.05pm**

**Next Meeting: TBC**

**Signed As True and Correct**

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Name of Signature

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Date

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Name of Signature

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Date

<b>Action Items:</b>	<b>Actioned:</b>
Sectional/Project budget	XCR
Grant Application Funding Policy	Board
Auckland Plan – Athletics	Board
Co-opt new Board Member	Board
H&S Plan to clubs/Website	RR
College Sport Databases	RR
AAI Centre Roles	Board
Coaching Plan	Board
Centre Vehicle	MM
New AAI Clubs	RR

**Office Manager Report:  
November 2015**

1. General Office Admin Duties
2. JW FOD Admin, Manukau and West
3. Clubnet administration on IMG
  - Address Club issues and update registration payments owing
4. Grant Applications:
  - Prepare and forward Grant application to Pub Charity NZ T&F Champs Van Rental
  - AAI Centennial Trust Funding Pole Vault Cover and foam for Mats
5. Administration for School Athletics Days at Mt Smart Stadium
6. Administration for T&F events at Mt Smart Stadium on weekends.

## Athletics Auckland Sport Development Report Anthony Curry

### Sport Auckland

Working with Sport Auckland (Laura) and Athletics NZ (Catherine) on a Capability Support plan for the coming year for Athletics clubs in the Sport Auckland boundaries.

Plan attached.

### Counties Manukau Sport

Attended and supported the Papatoetoe Primary Schools Athletics Championships and the Otara Primary Schools Athletics Championships, both held at Omana Park.

### Intermediate Athletics Championships

Attended and supported both the South Eastern Zone meet at Pakuranga and the Auckland Intermediate Finals Day at Mt Smart.

### World Masters Games

Updating the Sports Information Guide for the games with the Technical Delegate – Trevor Spittle  
Aspire Development Academy

A total of 58 athletes were selected for the academy in January at Mt Smart. All athletes have now paid their fee as well. Coaches are all confirmed.

### Social Media

#### Website

- Updating event pages and content regularly

#### ClubNet

- Eventdesq – Creating, updating entry forms for events and official's application forms for upcoming Championships.
- Club Finder – All Auckland clubs are now listed on club finder. The first centre to do so.  
<http://athletics.org.nz/Club-Finder>
- Facebook (1871 likes), Twitter (317 followers) and Instagram (304 followers) accounts. All of our social media platforms have had increases since last month.

## TRACK & FIELD CONVENOR REPORT December 2015

### 1. **Events summary**

#### **Nationals:** 2016 Dunedin March

Accommodation secured, airfares for management purchased, vans secured (3 vans).

Fund application - submitted for funding for hiring of vans for transporting athletes/officials/management from airport to Motel to venue Approx. \$ 2,400.00.

North Island SS to be held at Mt Smart 28th March 2016.

Agreement reached Auckland provide officials and equipment, schools to look after programme and entries. No change

**Auckland Track Challenge** 2016 - 25/02/2016 to be held Douglas Track & Field Henderson 6.30pm to 8.15pm delayed television package to be broadcasted.

Meeting was held with Athletics NZ/ Auckland Track & Field 14/12/2015 to co-ordinate.

NZSS December 2016 possible date clash with concert. Being investigated.

Options are not good as 2 tracks are due to be replaced around this time.

### 2. **Next month activity**

School athletics completed until Feb 2015.

Saturday meetings drop off now that schools finished. Auckland/Waikato (2 regions) approx. 65 athletes Poor.

**3. New equipment**

Pole vault - grant approved from Centennial trust (\$18,000.00, not available until January therefore we are managing to pay accounts from funds.

Foam in the back three mats have been replaced	\$12,305.50
Weather cover Aluminium purchased.	\$5,062.75
50% deposit for PVC paid	\$753.50
4 No wheels purchased.(approx..	\$360.00
Aluminium docking saw purchased	

Hammer cage netting reaching its end, temporary patches have been carried out. Investigating replacement.

**4. Coaching Nil**

**5. Officials** Courses continuing

**6 Mt Smart Field 3 Development**

Post sockets installed. Awaiting preparation of netting which has been purchased