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## **AAI BOARD OF DIRECTORS MEETING**

**Thursday 11 February 2016, 7pm Athletics Auckland Office**

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

**Apologies:** Nil

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

- The minutes of 17 December 2015 were accepted.

**Moved JH, Seconded PW, Carried.**

### **Matters Arising:**

- Co-opting suitable replacement Board Member. PW tabled job description for specific skill base and Board had discussion on best place to advertise. RR to check out Seek and Trade Me. Jim suggested University newsletters/Institute of Directors as well. SD will write up advert.

### **Correspondence:**

#### **In:**

- Foundation North balance of grant \$35,000 into Account
- Pub Charity approval \$2,000 T&F Vans NZ T&F Championships
- Four Winds approval \$10,000 IP 12/13 Airfares Dunedin

#### **Out:**

- Partial Impact Report to Foundation North
- AAI Special Meeting for Grant Applications IP 12/13 Accommodation and Bus Transport
- Funding Applications for Blue Waters Foundation, Pegasus Trust, Trillian Trust for IP 12/13
- Sectional information/Admin for various travelling Teams



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/Development report. Copies attached to minutes.

### **Financial Management:**

- Monthly Financials 1/12/15 – 31/1/16 Financial Statements passed.  
**Moved JH, Seconded SD, Carried.**
- Reconciliation to be done up for Aspire Coaching initiative and presented to Board.
- One quote only has been received to provide new singlets/shorts for IP 12/13 Auckland, (this quote also includes uniform for CM). Final motion with two quotes yet to be presented to Board. Board asked that this be discussed at Junior Delegates monthly meeting.
- Set Fees for 2016/17 season. PW will work on budget to be presented to the Board. RR will do up athlete numbers and Actual to Budget and email out to Board.

### **Risk:**

- College Sport have enquired about the AAI office staff preparing their Zone/Championship entry databases into Sportscore, as well as providing a Meet Manager for each Championship. MM and PW will meet with College Sport to finalise details.
- AAI Board received a Complaint about the conduct of an Athletics Auckland Official towards an athlete at a Summer Series Athletics Auckland Meet. MM carried out interviews from both sides and reported findings to the Board. Letters to the Official, Athlete and Coach have been forwarded. Reiteration that correct procedure from Meet Manager down needs to be followed during any event.
- MM/PW/PB/DC to attend workshop to discuss implementation of Auckland regional plan with Sport Auckland/ ANZ/ Auckland Council/Aktive Auckland/CM Sport/Sport Waitakere/Harbour Sport at North Harbour Stadium. Aim is an initial buy in to put strategies included in the plan into place and move forward with tangible objectives over the next 10 years.
- RR advised Mt Smart Personnel have made contact regarding the possible use of a Swipe card to gain access to the No 2 Arena. They will keep us informed of any ongoing progress around this.
- Update on WMG. They have employed an Event Manager who will be responsible for looking after several sports including Athletics. They have confirmed they will fund an Athletics Auckland Representative who will have dedicated time to spend on WMG. PW will ask for a Position description from WMG by Monday. AAI Board have agreed on an offer of employment for this role.

### **Work Plan Update:**

- A specific equipment list for T&F/XCR needs to be established to make sure all disciplines are covered

Coaching: PW has had discussions around implementation of a further Coaching initiative.

## **General Business:**

- Nil.

**Meeting closed 9.30pm**

**Next Meeting: 10/3/16**

<b>Action Items:</b>	<b>Actioned:</b>
<b>2016/17 Fees</b>	<b>Board</b>
<b>Registration Numbers/Actuals to Budget</b>	<b>RR</b>
<b>Auckland Plan – Athletics</b>	<b>Board</b>
<b>Co-opt new Board Member</b>	<b>Board/RR</b>
<b>Aspire Coaching reconciliation</b>	<b>RR/AC</b>
<b>College Sport Databases</b>	<b>RR/AC</b>
<b>WMG</b>	<b>Board</b>
<b>Coaching Plan</b>	<b>PW/PB</b>
<b>AAI Centre Equipment List</b>	<b>Board</b>

## **Office Manager Report: November 2015**

1. General Office Admin Duties
2. Clubnet administration on IMG
  - Address Club issues and update registration payments owing
3. Grant Applications:
  - Prepare and forward Grant applications to Blue Waters Community Trust/Pegasus Sports Foundation/TrillianTrust for IP 12/13 x 2 Teams
  - Forward Partial Impact Report to Foundation North
4. Administration for School Athletics Days at Mt Smart Stadium
5. Administration for T&F events at Mt Smart Stadium on weekends.
6. Preparation for NZ T&F Championships – Dunedin.

## **TRACK & FIELD CONVENOR REPORT- February 2016**

### **1. *Events summary***

**Nationals:** 2016 Dunedin March  
Accommodation secured, airfares for management purchased, vans secured (3 vans).

Fund application - successfully \$2,000.00  
132 no athletes have been selected, likely number to attend in the order 100 to 110.

NZ SS to be held at Mt Smart 28th March 2016.  
Agreement reached Auckland provide officials and equipment, schools to look after programme and entries. Budget to be sorted.

**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.

**North Island SS** April 2016 possible date clash with concert. Being investigated.  
Options are not good as 2 tracks are due to be replaced around this time.  
Revised budget to be submitted to NISS requesting further payment if Auckland is to run this event. Currently 10 no regions pay \$50.00 each giving \$1,500.00, options given increase level or charge athlete an entry fee (\$approx. \$2.00 to \$2.50 /athlete.  
We require \$2,500.00 to run the event.

**2. Next month activity**

Auckland Championships held last weekend numbers approx.. 240, of these 190 Auckland athletes. Successful.

**3. New equipment**

***The hammers discus and shot puts have arrived.***

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

Funding has been received construction is 95% complete PVC cover measured today, approx.. 2 weeks to manufacture.

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

Investigating replacement. No change.

Hurdles are fast deteriorating due to age this will become a problem if not replaced in the near future. We are obtaining quotes.

**4. Coaching 5. Officials** Aspire programme carried out by Anthony end of January 2016 -Successful.

**6 Mt Smart Field 3 Development**

Post sockets installed. Awaiting preparation of netting which has been completed post have to be installed.

**Cross Country and Road Report . March 2016.**

: The calendar has been finalised with the exception of where to hold our Half Marathon Championships. It is felt by the committee that it is not appropriate to continue with the Huntly Half Marathon as our Championship and we have been looking at both the Lydiard Half Marathon and the Half Marathon as possible alternatives.

: North Harbour Bays have decided that they are unable to be the event organisers for their Long Bay Grandprix 4 race this year so the decision has been made for the Centre to run the event this year with Nth Harbour Bays doing the larger duties of setting up and taking down the course. The intention is to review their situation next year.

: A slight restructure of our Grandprix events this year has been decided in order to try and attract others to the sport. This will provide an easier step into the distances and competitiveness of our age group events.

Non registered Athletes aged over 20 will be able to enter the senior events at 4 of our Grandprix events if they wish to have more competition, and will be asked to pay a higher entry fee. They may not enter our Championship events as we need to have a point of difference in order to encourage them to register with an appropriate club.

Athletes under 20 or those over 20 who would rather enter at a more social level, will be given the opportunity to enter our fun run at the 4 Grandprix events, and can make the choice of 2km or 4km which will be run at the same time so they can monitor themselves and change distances if they wish. This will also enable Adults to run with their own or other children. The entry fee for this event has been kept very low at \$5 per person to encourage families and participation. They may not run in age group events or Championships.

We have also introduced a new grade locally, this year for the under 9's, this is to bring them into line with junior track and field and also to stop very young children competing against older athletes in a competitive environment, as this grade will now be part of the Grand Prix. The age limit of over 7yrs will be strictly enforced. Younger children will be encouraged to run with adults in the Fun Run, which will sometimes be slightly longer in distance but not so competitive, and supported more by the adults who can assist or pull out any competitor who is finding it difficult.

: The pricing structure for the upcoming season will be similar to the previous year but we will try and encourage more members to enter all the races at the beginning of the season. This method of entry will give them a discount and they will be automatically entered into each event so they will not have to enter each race individually, or pay a late entry fee if they haven't met the deadline.

We unfortunately, have yet to find out if the new IMG event registration system will be able to accommodate this type of entry. We will however be using the new system for entries to the individual Grandprix events. This means we will now be able to offer the service of entry and payment in one method which should save time for the office.

; We have yet to have confirmed by Gareth, the venue and day of the National Cross Country Championships, but this is becoming urgent as planning needs to commence and we are beginning to receive queries from other centres. I have requested a meeting with Gareth to see where we are with the Council application and we have started to put together the LOC to plan the event. It is my hope that we will be able to keep this same LOC for the Masters event in 2017.

: Our budget projection is included at the end of this report. We will need to do a separate budget for the National Cross Country Champs along with ANZ