

AAI BOARD OF DIRECTORS MEETING

Thursday 8 November 2018, 7.00pm Athletics Auckland Office

Present: Murray McKinnon, (President), David Sim, (Chairman), Dianne Craddock, Fiona Maisey, Peter Booker, Jim Hogg, Anthony Curry, Bryce Hall, Raewyn Rodger (Secretary).

Apologies: Terry Jensen, Sasha Daniels

Obituary: Beverley Booker –The Board paid their respects to Board Member Peter Booker and acknowledged the contributions made to Athletics by Bev.

Work Plan:

Pillar One – Events and Service Delivery: Strategic Priority 1

- BH reported he has been in touch with the Auckland Clubs interested in Inter club competition. The best time frame for two competitions are 23/2 and 3/3. Venue location yet to be confirmed.

Member Retention Programme:

- At the last Central Hub meeting FM and ANZ personnel discussed retaining Coaches. ANZ have committed to a more Hands on approach to make sure it gets off the ground and ensure that Coaches are trained and supported during this first year. The first Junior/Senior Hub Meet with 5 clubs coming through to ACA Club night is on 28/11. This will be the first of three club nights these clubs will have interaction with ACA. Await update on NHB Hub. Question was asked at what point does the Board analyse Member Retention. FM advised a Survey has been emailed out to athletes aged 13 and above within in the central cluster of clubs.

Major Projects:

AAI Constitution:

- At the November Delegates Meeting Junior Clubs asked that the Special AAI General Meeting to discuss motions proposed by the Board for the amendment of the AAI Constitution be changed from December 13th to Thursday 28th February 2019. The Board are mindful that AAI Constitution comes into line with ANZ Constitution and any issues around this are currently being bought up to date by SD prior to re-submitting out to clubs in the ensuing week.

Strategic Plan:

- Strategic Plan (Policy/Governance) and Business Plan (Opps/Staff) needs to be reviewed to bring up to date and document plans for the next 5 years. Review current documents to ascertain what has been achieved and identify pillars to continue on with. Board discussed if last SP Facilitation was effective and if this would be useful in setting future objectives. DS will revise documents and forward onto Board for comment

Risk:

- JW FOD have written up a new Contract (032) bringing both South and West Lift for Gold Programmes together. This Contract still remains separate from the RJT for Gold Programme (024) in Papakura Schools. SD to review prior to Contract being signed.
- DS advised there needs to be more H&S and vigilance around Discus throwing at Mt Smart with the Hammer Cage not yet back and erected. RR to re-send out H&S Guidelines and documents to all clubs.

ANZ Updates:

AAI/ANZ Cooperation Agreement

- ANZ Cooperation Agreement has been forwarded out to all ANZ Centre's. SD has gone back to ANZ on several points. Board will now ask Sasha to make final amendments around these points and forward to ANZ for final signoff.

Mt Smart:

- Board correspondence to Mt Smart requesting if back straight could be marked as per front straight to allow for alternative training straights that would prolong the life of the overused home straight, but they have responded that they do not have the budget for this extra marking. Board discussed possible alternatives to marking for this purpose.
- DS noted that Polytran has been in the country looking at different tracks during the past week but not aware if they have visited Mt Smart.

Confirmation of Previous Minutes:

- The minutes of 11/10/18 were accepted.

Moved JH, Seconded DS, Carried.

Matters Arising:

- **SDO Role:** DS distributed Role Objectives and Position Description from previous SDO role which Board continued to discuss at length. BH and AC offered to hone the job description for further Board discussion.
- **NZCAA Status:** FM advised that NZCAA no longer exists as it was and after club voting now comes under Athletics NZ. A Children's advisory group will be set up within the next 10 days to advise ANZ on Junior competitions, Colgate Games, IP 12/13 and IP 14-U18. This will be followed up with a Document sent out to all Centre's for comment. The Advisory Group will report to the ANZ CEO as well as the Rules Committee.
- **U7 Fun Ribbon Day:** Further discussion around the best possible event to include the Ribbon (RJT) programme for the 2 – 6 Age group. The Board decided that the Junior Pentathlon Day would be best suited for this event. Board discussed how event would be run and FM will contact Foundation Coaches from ANZ to see if they have Coaches available on 15/12/18 to provide programme on the JW Field. Board approval of up to \$500 for this event

Moved JH Seconded BH, Carried.

IP 12/13 Auckland Uniform:

Reference to Board Mins March 2018

- **Uniform:** Board discussed correspondence from Roskill South Club regarding Uniform update for IP 12/13 Auckland Team. The Board agrees that the Auckland uniform is no longer appropriate for the 12/13 IP team, however as the event is two weeks away, does not permit a change for this year. The present AAI uniform used by Senior T&F and IP 14-U18 Teams will be available for purchase in the 2019 season for the IP 12/13 Auckland Team. This will also apply to a jacket top which will be bought as stock to sell in the same design as the current Officials Jackets.

Reference to Junior Mins Nov 2018

Auckland 12/13 IP – track suits and singlets – Looking at a couple of options to update the uniform

- Apply for Grant money to buy uniform as a group and uniform issued out and returned each season. Sublimated singlets are approx. \$50 and track suits \$90
- Athletes buy the singlet as part of their costs? Similar to trans-tasman singlets approx. \$27 each

Board decision that Junior Section can go ahead and organise best outcome for updated singlet choice for this age group. FM to look into a standard singlet that could cover both TT and IP 12/13 group. She will keep Board updated on final decision.

Board Review:

BH tabled a Board Self-review document and commented that he views it as a useful tool in making the Board more efficient. All Board Members asked to fill out and return to the office with a Time Line to be completed within two weeks.

Correspondence:

In:

- General Admin Correspondence
- Aktive's Newsletter
- RFA Newsletter
- Papakura Club event with JW FOD at Hampton Downs

Out:

- Club Information
- Grant Application Grass Roots – Medals
- Grant Application N&S – IP 14-U18 Bus Transport

Financial Management:

- **Monthly Financials:** 1/10/18 – 31/10/18 Financial Statements passed.

Moved JH, Seconded MM, Carried.

Aspire Profit and Loss tabled

- AAI Board Motion to apply to NZCT for assistance with Salary costs for Coaching Development Manager \$19,436 and Competitions Coordinator \$19,436. Total amount \$38,872.
Moved Bryce Hall, Seconded Jim Hogg, Carried

Reporting: Office/Development/Sections:

Section Mins forwarded to Board except for T&F who have not yet had November Delegates Meeting.

- Dick Quax Memorial Meeting will now be a combined Junior/Senior Event at Lloyd Elsmore Park.

Coaching Manager Report to be forwarded once competed.

Competition Manager Report forwarded:

General Business:

- JW FOD Golf Day tabled.
- DS advised Auckland Masters have approached him regarding combining their Sunday Meetings with Senior T&F on Saturdays. This will alleviate stress on Officials.
- Permit Meets. WBOP have asked how we are coping with fulfilling the new requirements for officials at our events that have been given National Permit Meeting status as they are finding this an ongoing concern. AC has replied to their correspondence. Board discussed that moving forward T&F needs to ensure that the right number of graded Officials at the right event in terms of record attempts.
- December Christmas Function. Board Meeting Thursday 13/12. MM will contact the Churchill Club for available bookings and report back.

Meeting closed 9.30pm

Next Meeting: 13/12/18