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## **AAI BOARD OF DIRECTORS MEETING**

**Thursday 8 October 2015, 7pm Athletics Auckland Office**

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

**Apologies:** Dianne Craddock, Sasha Daniels

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

- The minutes of 10 September 2015 were accepted.

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

### **Matters Arising:**

- Sectional/Project budgets to Board for Perusal. Junior Section budget tabled. JH perused and asked that quarterly anticipated Grant Application forecasts be added to budgets. T&F and XCR still to present budgets.
- Progress on co-opting suitable replacement Board Member. Nil to report.

### **Correspondence:**

#### **In:**

- Auditors Certificate
- Alternative Mockup of proposed new Manurewa Club Singlet – White Singlet with Green lettering – confirmed by AAI Board
- Pukekohe Club request to change shorts to black – confirmed by AAI Board
- Quotes for IP 12/13 Grant Applications

#### **Out:**

- Email to Manurewa Club explaining Board's decision to decline first presented singlet due to colour conflict with other Auckland Clubs

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

- Reports distributed to Board. Taken as read. No Junior report for October. Copies attached to minutes.

### **Financial Management:**

- Monthly Financials 1/9/15 – 30/9/15 Financial Statements passed.

**Moved JH, Seconded MM, Carried.**



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

- As per Junior Motion September minutes IP 12/13 Interprovincial competition.
  1. The AAI Board now resolves to apply for funding to Four Winds Foundation for Travel Expenses to the Inter Provincial 12/13 Grades Athletic Competition in Dunedin 24<sup>th</sup> – 28<sup>th</sup> March 2016 to a total amount requested of \$20,000.
 

**Moved FM, Seconded PW, Carried**
- Junior Motion that the AAI Board apply to Four Winds Foundation for Accommodation/Entry Fee expenses up to \$10,000 for 14-U18 Inter Provincial Competition Hamilton 29-30 January 2016. Board declined motion due to other priorities.
- Junior Motion that the AAI Board apply to Blue Waters Community Trust for Transport expenses up to \$6,000 for 14-U18 Inter Provincial Competition Hamilton 29-30 January 2016.
  1. The AAI Board have endorsed motion for transport expenses on confirmation of quotes.

**Risk:**

- Stadium Strategy – New toilet/changing room upgrade in Arena 2 going ahead as per schedule. FM asked about H&S issues around building site with season athletics about to begin. PW advised site is fully fenced and both Junior and Senior committees need to ensure that announcements are made during events regarding site closure.
- JH voiced his concern about the number of concerts (per A Curry's report) that may affect the use of the No 2 arena. Two have been confirmed and awaiting confirmation on another 2. Will wait for confirmation outcomes.
- Membership – Auckland Plan – Athletics. PW tabled a more detailed plan for the future of athletics in the Auckland region and asked the Board for continued discussion, ideas, and input to improve plan. Once objectives have been set Board will work to engage ANZ/Schools/Local Council on delivery of same.

**Work Plan Update:**

- **Coaching:** Anthony is working with ANZ as part of a coaching committee to service Auckland clubs. First coaching initiative at Mt Smart 4/10 and 18/10.
- JW FOD (Manukau) current programme is finishing up after December NZSSAA Event. JW FOD would like to extend their objectives to include a much wider range of recreational exercise for children, athletics being the vehicle to achieve this through school programmes.

**General Business:**

**WMG:**

1. MM commented that the Sports Forum that he and Anthony attended on 23/9 was very informative with sessions on Risk Management, Marketing, and Entry Procedures.
  2. Anthony and PW also met with Laura, Greg and Chris from WMG and outlined concerns around Road Race. They have taken concerns on board and will work towards best outcome for event. The programme has been reduced to 6 ½ days so will need to be held in two stadiums.
- PB has a final version of the AAI H&S Plan with accident and injury report included. It will now to be tabled, discussed and distributed at Delegate Meetings.
  - RR asked the Board if the office toilet could be replace as cistern is coming away from the wall. Board confirmed RR to engage Plumber.
  - RR also enquired about cleaning of the Gym. Board confirmed RR look for appropriate cleaner.

**Meeting closed 8.42pm**  
**Next Meeting: 12/11/15**

**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> |
|------------------------------------------|------------------|
| <b>Sectional/Project budgets</b>         | <b>Conveners</b> |
| <b>Grant Equipment Disbursement Plan</b> | <b>AC</b>        |
| <b>Auckland Plan – Athletics</b>         | <b>Board</b>     |
| <b>Co-opt new Board Member</b>           | <b>Board</b>     |
| <b>Grant IP 12/13 Travel</b>             | <b>RR</b>        |

## **Athletics Auckland Sport Development Report September 15**

### AUT Placement Student

Linn's project is coming along and has satisfied the requirements of his academic supervisor. Linn will finish his placement with us on Friday 23<sup>rd</sup> October.

### Athletics New Zealand

Coaching sessions for clubs are scheduled for Sunday 4<sup>th</sup> and Sunday 18<sup>th</sup> October at Mt Smart. Dave Norris is overseeing these sessions.

Both Paul and I, attended the Athletics NZ Officials Conference in Wellington held on the 26<sup>th</sup> and 27<sup>th</sup> September. The conference was attended by all the regional officials' coordinators from across the country.

### College Sport

Auckland Secondary Schools Road Championships – held at Bruce Pulman Park on Tuesday 22<sup>nd</sup> September. Total of 350 athletes competed.

We have a meeting in two weeks' time to confirm the new zone system for Athletics in 2016.

### Officials Courses

The official's courses are underway with Track nearly completed. The assessments will be held on Thursday 8<sup>th</sup> October.

We will have 13 sitting the C grade, 3 sitting the B grade and 1 sitting the A grade exam Jumps and Throws to follow throughout October.

### Schools

I have taken professional development sessions at East Tamaki Primary, Clayton Park School and Papatoetoe East.

Assisted with the Papatoetoe Primary Schools Cross Country Championships.

Attended the Auckland Intermediate Cross Country Championships at Pukekohe

There is a basic athletics coaching session at Mt Smart for Counties Manukau Sport staff and the community. Brent Booker will be taken this session.

### Social Media

#### Website

- Updating event pages and content regularly
- Facebook (1780 likes up 20 from previous month), Twitter (303 followers up 6 from previous month) and Instagram (245 followers up 26 from previous month) accounts.

#### ClubNet

- Eventdesq – Creating, updating entry forms for events and official's application forms for upcoming Championships.

### World Masters Games

Peter Booker and I are working on the programme for the Games. Programme has now been revised to 6 ½ days of competition. The majority of events will be held at Trusts Stadium with the all three walking events, 5000m and 10000m at this stage to be held at AUT Millennium.

Murray and I attended the Sports Forum on the 23/9. Forum was based around the entry system (fuse sport <http://www.fusesport.com/>) which is a very user friendly system and has been used for previous large multi-sport events. There was a session on risk management, the volunteer programme, the marketing programme and the plan going forward in the lead up to the 21<sup>st</sup> April 2016, which marks 1 year to go.

I have met with Amie O'Brien (Community Manager) and Trevor Spittle (Officials Development Manager) to formulate an officials development programme in the lead up to

WMG2017 with the funding provide by Sport NZ. This will be ready by the end of October for implantation in January 2016.

#### Survey

Survey results sent to all Board members. These need to be looked at and discussed at delegate's level to see if any improvements can be made.

#### Mt Smart

There are now two concerts confirmed and 2 possible concerts to be confirmed. It is getting harder to have championships events at Mt Smart due to the concerts. With these two new concerts both the Aspire Development Academy and the Athletics NZ 10000m Championships have been affected.

The New Zealand Secondary Schools Athletics Executive have said that if field 3 (the one by the gear shed) is not available for the NZ Schools Champs in December 2016, the championships would have to be moved to Waitakere.

### **Office Manager Report September 15**

1. General Office Admin Duties
2. JW FOD Admin, Manukau and West
3. Book accommodation/Management airfares NZ T&F Champs Dunedin March 2015
4. Clubnet administration on IMG
  - Address Club issues and update registration payments owing
5. Grant Applications:
  - Received impact report information from Foundation North. We are required to forward a sub-report and financials to substantiate first payment of \$35,000 before second payment is paid in February 2016. Spending budget for first instalment to be confirmed by Board and spent prior to end of December 2015.
  - NZCT application for Development Officer Salary has now been postponed to October meeting.
6. Address Plumbing problem in Office Toilet. Replace with new toilet that has a free standing cistern.

## **Track & Field Report September**

**Nationals:** 2016 Dunedin – Accommodation and airfares for Team Management booked. Investigating Van Hire.

North Island Secondary School T&F championships Agreement reached that AAI will provide Officials and equipment, Schools will look after the programme and entries.

### **Monthly Activity:**

School athletes to commence once 4<sup>th</sup> Term starts.

### **New Equipment and Upgrade:**

No update

### **Coaching & Officials:**

Current coaching for Junior Clubs and parents taking place at Mt Smart. First session completed Sunday 4/10 with following up session on Sunday 18/10/15.

### **WMG:**

PB and AC have completed skeleton programme to be submitted to WMG later this month.

## **Cross Country and Road Report.**

- The National Road Relays were held last weekend in Christchurch. This is a Club based event and not organised in any way by the centre but there was very good representation by Auckland Clubs with some excellent results. Auckland clubs gained a medal placing in all grades and some clubs earned multiple medals. Hopefully this transfers into strong clubs for next years season, it would be good to see the clubs bring their Athletes through our local competitions in preparation for this finale ,as this brings good competition for all of our Athletes and can only make the sport stronger.
- The Auckland Marathon will be our last event for the season , and is also the NZ Marathon Championships. It is being run by a new company this year so we are all finding our place with the event. However we have 4 Referees on the course and are seeking to develop stronger ties with the new management.
- Our committee has decided to not meet next month ,however they have been asked to talk with their clubs about a few items and we hope to confirm our programme for next year before Christmas.
- Many of the items that where touched on through the survey have already been looked at but others are being considered.
- We are slowly moving forward with the National Cross Country Champs for 2016 as well as Masters in 2017.