



## AAI BOARD OF DIRECTORS MEETING

Thursday 17 November 2022 7.00pm, at AAI Office

**Present:** Murray McKinnon (President), Bryce Hall (Chairman), David Sim, Jim Hogg, Dianne Craddock, Paul Craddock Temporary Convenor Role for T&F, Raewyn Rodger (Secretary).

**Apologies:** Fano Asiata

As at 8/11/22 Leigh resigned as Convenor of the Junior Section. She will no longer attend Board Meetings as Section Convenor. The Board acknowledged the work done and time given by Leigh during her time as Convenor.

### **Into Committee:**

- Board went into committee at 7.09pm. Board came out of Committee at 8.05pm

### **Club Engagement Plan:**

- BH advised the first two Junior Club Ribbon Days were held during the early part of November, Ron Keat and Papatoetoe Ribbon Days. Points Table to go towards new trophy named after Dame Valerie Adams will be loaded to the website once updated.

### **Governance 101 Course**

- BH enquired if anyone had had time to go online and go through the Governance 101 training course. With the start of the summer season Board have asked that this be reviewed again in December that that the modules be gone through together as a group. Online information from the Course:

#### **What the course focusses on from Sport NZ website**

- **Clarity of purpose and setting outcomes**
- **The board as genuine governors - acting as a layer of ownership rather than a layer of management**
- **Being accountable for the use of time and money**

The course responds to the findings of the 2014 benchmark review of governance in the sector.

#### **Six modules and a short assessment**

- **What's my job? The role of the director**
- **What's our job? The strategic role of the board**
- **Who does the job? Recruiting and retaining the best people**
- **Let's meet. Inside the boardroom**
- **Who do we work for? Accountability, ethics and integrity**
- **What's next? Actions and further resource**

#### **Who is the course for?**

- **Aimed at not-for-profit directors on "governance boards". Generally, where there is a logical governance/staff separation.**
- **All directors on these boards, even experienced practitioners will find the refresher useful.**
- **Chief executives and senior staff.**
- **Anyone with a sector development perspective inside RSTs or NSOs.**
- **The modules are broadly generic with limited sport specificity. They are available to the wider NFP sector.**

### **ANZ Updates:**

- ANZ Centre Leaders Meeting scheduled for Thursday 24/11/22. Commercial Manager role is now vacant and yet to be filled. DS passed Board good wishes onto Joanne.

### **Mt Smart:**

- MM and RR attended Tenants meeting Thursday 17/11/22. New Venue Presentation Manager and Business Services Lead introduced themselves to the meeting. Mt Smart have a full schedule with Concerts across the Summer Season going into Warrior's pre-season and Moana Pacifica games in February in the #1 Arena.
- Track upgrade. Major earth work is being done around the entire track area. Drainage work is also taking place along hill from toilets down to the track. PC will get update on schedule of work.
- Officials Lounge: Work has started on this work and bottom gear shed has now been dismantled.
- DS to liaise with Audrey from Mt Smart around dual event at the #2 Arena once track has been completed in early 2023.

### **Financial Management:**

**Monthly Financials:** 1/10/22 – 31/10/22 Financial Statements passed.

**Moved JH, Seconded MM, Carried**

Actuals to Budget up to 4/11/22 tabled and discussed.

### **Minutes via Email Friday 11 November 2022 via Email**

**Present On Email:** Murray McKinnon (President), David Sim (Chairman), Jim Hogg, Bryce Hall, Fano Asiata, Dianne Craddock, Paul Craddock, Raewyn Rodger (Secretary).

### **Financial Management:**

Athletics Auckland Incorporated Board Motion to apply for funding assistance for Wages towards Coaching Manager, Sport Development Officer, Social Media Officer, Competitions Coordinator from 1/1/2023 to 30/4/2023. Total cost \$34,680.68.

**Moved Bryce Hall, Seconded Murray McKinnon, Carried**

The Board Motion will read as follows:

The Board of Athletics Auckland Incorporated hereby resolves to apply for funding to Four Winds Foundation Limited for funding assistance for Wages towards Coaching Manager, Sport Development Officer, Social Media Officer, Competitions Coordinator from 1/1/2023 to 30/4/2023.

The total amount requested is **\$34,680.68** (Thirty Four Thousand Six Hundred & Eighty Dollars & Sixty Eight Cents).

**Moved Bryce Hall, Seconded Murray McKinnon, Carried.**

### **Reports:**

**Reports from Event Coordinator, Coaching Manager, SDO/SMO tabled.**

### **Reports from Sections:**

XCR October Minutes Tabled.

Junior November Minutes not to hand

T&F Minutes not forwarded to office. To be included with minutes out.

PC advised that T&F have been given the opportunity of purchasing equipment from Finish Lynx for a limited time at the equivalent of NZD. This is a major saving, and an order for Camera and associated gear for horizontal jumps has been made. Centennial Trust have approved the cost to purchase as per March 2022 Board Minutes.

**Confirmation of Previous Minutes:**

- The minutes of 14/10/22 were accepted.

**Moved PC, Seconded MM, Carried**

**Matters Arising:**

- RR advised the office has been contacted by Athletics WBOP to enquire about the possibility of borrowing one of AAI's portable cameras during December/January due to their camera being stolen and while they await news on grant applications for funding. Board discussed and approved on the proviso that any extra insurance premium charged to have the camera temporarily removed be covered by WBOP and that the camera is taken off the premises at Porritt Stadium when not in use.

**Correspondence:**

**In:**

- Various Club Correspondence
- Request from WBOP to borrow AAI portable camera December/January
- ANZ Emails Colgate Games
- Board Replies re Office Wages Grant Application
- School requests for Officials at other venues for Zone/AAIMS days
- Resignations from Leigh Keefe as AAI Junior Convenor and Tania Boyer AAI Junior Secretary.

**Out:**

- Various Club Correspondence
- Board Meeting via email re Trust application for Office Wages
- Trust Application to Four Winds for Office Wages
- Email to Junior Clubs that Junior Delegates Convenor and Secretary vacancies to fill

**General Business:**

- Board Dinner. MM will make enquires at a couple of restaurants and report back.
- DC advised that schools are finding it hard to get volunteers which ties in with any organisation trying to do the same.

**Meeting closed 8.55pm**

**Next Meeting: 01/12/22 Online to discuss 2023/24 fees following ANZ fee meeting.**