

**ATHLETICS WAIKATO-BAY of PLENTY Inc ~ MANAGEMENT COMMITTEE MEETING**  
Cambridge 7:30pm on Monday 12<sup>th</sup> June 2017

**MINUTES**

**PRESENT:** Murray Green, George Caddie, Mhyre Oman, Kelly Diprose, Margaret Holcroft, Kerry Hill, Sandra Murray, Andrew Langman, Steve Rees-Jones, Robin Knowles (Cambridge)

**APOLOGIES:** Malcolm Taylor, Graeme McCabe, Criss Strange, Alan McDonald, Heather O'Hagan

**MINUTES of PREVIOUS MEETING:** were approved

**Matters Arising:**

- The complaint about the Under 16 grade has yet to be dealt with, but Heather is aware of it.
- Murray met with Sport Waikato and updated the meeting that Roseanne Murray from Sport Waikato has been allocated to a number of sports including athletics. Confirmation of Roseanne's amount of involvement is yet to be received. The administrator is to write to Sport Waikato for confirmation of what services she will provide to athletics.
- Concerns were expressed at not having Alan's role to support clubs, with new club committee members not being supported adequately. It was suggested that weekend courses could be run for clubs to alleviate the issue.
- It was suggested that AWBOP could maintain a list of coaches on the website (with coach approval). It was noted that ANZ may have the information and the administrator can contact Catherine O'Sullivan to try and obtain a list.

**CORRESPONDENCE**

**Inwards:**

- Letter of thanks from ANZ for Athletics Waikato-Bay of Plenty's hosting of the 2017 NZ Track and Field Championships
- Copy of Letter ANZ have sent to clubs requested a signed membership declaration for last season
- Confirmation of \$5000 grant awarded from Lion Foundation towards Championship medals
- Request from Sport Waikato for AWBOP to arrange delivery of Run, Jump, Throw workshops to Primary School teachers on 19<sup>th</sup> (Lower Waipa) and 28<sup>th</sup> September (Te Awamutu)
- Confirmation of STG Super User training 28<sup>th</sup> June in Auckland

**Outwards:**

- Medals for the 2017 AWBOP Marathon Championships
- AGM Notice

## FINANCE

- A resolution was passed confirming the change of UDC signatories to Steve Rees-Jones, Kelly Diprose and Murray Green and removing Ashley Taylor.
- A resolution was passed to apply to Trust Waikato for \$20,000 towards administrator salary.
- A resolution was passed that the accounting software used by AWBOP be changed to Xero from MYOB from 1<sup>st</sup> June 2017.
- It was noted that some accounts for the NZ Track and Field Championships are still arriving. A settlement from ANZ has been received with profits for AWBOP likely to be around \$15,000 for the event.
- A payment of \$237.52 was approved to Margaret Holcroft for Travel expenses and First aid kit replenishment.

**Accounts Paid March to May 2017 – these are listed at end of the minutes due to the high volume of transactions regarding NZ Track and Field Championships**

**REPORTS** (see separately): Kerry Hill (Coach Force)

## GENERAL BUSINESS

- Club support for using registration database – ANZ offering contract to assist clubs. It was discussed that the administrator already does this as part of his role. However, ANZ could be approached to see whether payment can be made to the Centre for the time incurred carrying this out.
- Hillary Scholarship administration. Murray is to talk to Criss Strange about being involved in this with assistance from the administrator.
- IAAF Rules changes that may require work at Porritt were discussed. It was noted that these should be considered should Tauranga Domain be resurfaced and that Porritt would need remarking. The changes were noted by the meeting, but it was felt that no action was required at the moment.
- A Strategic Planning update was given to the meeting by Murray. A planning meeting was held on 7<sup>th</sup> June and it is likely that at least one more meeting will be required to finalise strategic priorities and future direction.
- An update was given from the AWBOP Children's AGM on 11<sup>th</sup> June. Sandra Murray was re-elected Chair and competitions secretary with Margaret Holcroft as secretary. Delegates are to be Sandra, Margaret and Andrew Langman.
- George Caddie gave an update on the winter event he had been referee at, the Tauranga Open Cross Country. Item of note was that there were three disqualifications, one for no entry fee paid and two for running in the wrong age group.
- Robin Knowles spoke to the meeting about his support for the Under 16 grade retention and with some suggestions regarding the younger age grades. He suggested that Open Meetings add an under 14 grade in addition to the under 16 grade. He also suggested that ANZ should have an under 16 grade at their events. Rationale was given the 13 and 14 year olds are not interested in attending ribbon days and would prefer to attend open meetings. It was noted that the Children's section expressed some concern regarding 13 and 14 years olds at open meetings rather than ribbon days. It was explained that a remit would be required to be submitted at the AGM to make these changes along with the rationale.
- Murray explained some of the background surrounding recent issues with the under 16 grade to the meeting and confirmed that a remit was going to the AGM to give the clubs the say on whether the grade is retained. It was noted that more clarification of the grade is required on the Championship

entry form if it is retained. It was also suggested that a rule should be made that athletes can only compete in one grade per event in the Championships.

**NEXT MEETING:** 20<sup>th</sup> August, Matamata (after AGM)

## **REPORTS**

### **COACH FORCE**

April – May 2017 Activities:

In an effort to find coaches to recruit, I am developing a B.O.P. Development Squad as most high performing athletes have an adult attached in some form, whether it is teacher, coach or parent, and we need to try to convince these people to develop a more formal coaching role.

Creating a squad with associated activities is a precursor to find people who will then come to related and separate coaching clinics.

The first step has been to thoroughly review the season's local results, especially school meets where we are likely to discover athletes that are not already known to us through club competitions.

- Results from several primary and secondary schools in the region, conducted at Rotorua and Tauranga, were used to identify a group of 99 athletes have been invited from the full range of events.
- All 29 schools involved were contacted to ascertain their key athletics contact, so the athletes were invited through staff members
- They have been invited to four winter training camps to take place in Rotorua and Tauranga as follows :
  - o **Sunday, June 25**, 10:30am – 4pm, @ Waikato University Adams Centre for High Performance, Blake Park, Tauranga.
  - o **Sunday, July 23**, 10:30am – 4pm, @ Smallbone Park, Rotorua
  - o **Saturday, October 7**, 10:30am – 4pm, @ Waikato University Adams Centre for High Performance, Blake Park, Tauranga.
  - o **Sunday, November 26**, 10:30 – 4pm, @ Smallbone Park, Rotorua
- Several coaches have been invited to assist, with a confirmed list expected by June 18, and they come from several Bay towns
- Once all invitees are confirmed (over thirty at the time of writing), further dates of coaching clinics (for coaches) will be planned, dates depending upon the availability of crucial coaches.

The October 7 camp is a special edition as I am organising a top Australian coach, Stacey Taurima, (brought up in Rotorua) to attend – his brother gained a silver medal in long jump at the Sydney Olympics. Stacey is the Head of Athletics at University of Queensland and also consults to the Queensland Reds rugby team. There will be no cost for this to the Centre as I am sharing the arrangements with the Pakuranga Club in Auckland – Stacey and I will be coaching at a camp for that club too.

*Kerry Hill, May 30, 2017*

## **TRACK AND FIELD**

AWBOP notes the two warm-up meets organised by Criss Strange and that were attended by athletes from WBOP, Auckland, Hawkes Bay, Wellington and Manawatu regions.

AWBOP would also like to acknowledge the recent international selection for WBOP athletes as follows:  
World Track and Field Championships: Camille Buscomb, Joseph Miller and Zane Robertson.

Commonwealth Youth Games: Kayla Goodwin, Tatiana Kaumoana and Isaiah Priddey

Oceania Champs: Leah Belfield, Lauren Henry, Jessica Hood, Deigna Khamal, Charli Miller, Ashleigh Sando, Sam Diggleman, Christopher Goodwin, Ben Langton-Burnell, Conor McGiven, Jacob Phillips and Alex Wood.

Coaches to Oceania Champs: Debbie Strange and Regan Standing.

## **Accounts Paid**

### **March 17**

1. \$431.25 – Sport Waikato (Rent)
2. \$96.32 – Sport Waikato (Consumables)
3. \$200 – Computer Guy (photo Finish, networking)
4. \$73.99 – Margaret Holcroft (Ink)
5. \$400 – Margaret Holcroft (Incentive scheme Vouchers)
6. \$408.33 – Orix NZ Ltd (Vehicle lease Coachforce)
7. \$312 – IRD PAYE
8. \$207.00 – Floorman (Shot Put circle grinding- NZ TF)
9. \$1150 – Hamilton Wanderers (Club room hire NZ TF)
10. \$49 – ANZ (Charges for Eftpos NZ TF)
11. \$11014.65 X Site (Marquees)
12. \$5.00 Bank fee (direct debit NZ TF Champs Eftpos)
13. \$1727.27 (Kerry Hill, Coach Force)
14. \$465.75 (Paula Cole, Volunteer shirts NZ TF)
15. \$1768 – Steve Rees-Jones (Salary admin)
16. \$234 – Doug Taylor (Meet manager NZ TF)
17. \$573.30 - Computer Guy (networking)
18. \$1331.56 - Doug Taylor (wind Gauges)
19. \$13.48 – Office Max (Paper)
20. \$32.97 – Paper Plus (stationary NZ TF)
21. \$34.95 – K Paasgard (Bungee)
22. \$45.40 – Hart Sport (Chalk NZ TF)
23. \$56.80 - Doug Taylor (Battery NZ TF)
24. \$78.40 - Office Max (Toner)

25. \$89.95 – Paper Plus (stationary NZ TF)
26. \$100.00 – Computer Guy (Wind Gauge set up NZ TF)
27. \$120 – Computer Guy (Camera)
28. \$134.25 – Office Max (Cartridge)
29. \$148.20 – Computer Guy (Cabling NZ TF)
30. \$155.02 – Bunnings (paint, %57.87 to NZ TF)
31. \$275.40 – Heather O’Hagan (expenses LOC travel, NZ TF)
32. \$400 – HCC (Porritt hire fees, NZ TF)
33. \$400 – Margaret Holcroft (Incentive scheme Vouchers)
34. \$919.77 – Paper Plus (NZ TF Stationary)
35. \$9096.50 – AV People (Screen Hire NZ TF)
36. \$40.86 – Heather O’Hagan (expenses postage)
37. \$55.92 – Jeannette Vedder-Price (gear bins NZ TF)
38. \$85.62 – Sport Waikato (Printers loan NZ TF)
39. \$125.06 – Bunnings (paint, brushes)
40. \$288.78 – Heather O’Hagan (NZ TF expenses)
41. \$932.81 – Shane Harris (NZ TF expenses)
42. \$133.20 – Murray Green (NZ TF Expenses)
43. \$170.10 - Murray Green (NZ TF Expenses)
44. \$295.20 – Alan Belfield (via Murray Green NZ TF transport expenses)
45. \$414 – Any Audio Visual (PA call room NZ TF)
46. \$554.13 – X Site (Chairs NZ TF)
47. \$901.31 – Easy Move (PV transport from AKL NZ TF)
48. \$1799.38 – Alan McDonald (NZ TF Expenses)
49. \$2043.55 – Carlton Party Hire (Marquees NZ TF)
50. \$9270 – Carousel Catering (NZ TF Catering officials VIP’s)

## **April 17**

1. \$312 – IRD PAYE
2. \$431.25 – Sport Waikato (Rent)
3. \$96.32 – Sport Waikato (Consumables)
4. \$408.33 – Orix NZ Ltd (Vehicle lease Coachforce)
5. \$30.00 – Mhyre Oman (catering- NZ TF)
6. \$216 – John Tylden (expenses NZ TF)
7. \$519.66 – IRD (GST)
8. \$600 – Rotary Club (Clubrooms manning NZ TF)
9. \$849.73 Kerry Hill (Coach Force expenses)
10. \$2700 – Children’s BNZ (NZ TF Champs gate)
11. \$148.91 – ANZ Eftpos charge
12. \$5398 – IP 12/13 Travel
13. \$1727.27 - Kerry Hill (Coach Force)
14. \$1768 – Steve Rees-Jones (Salary admin)
15. \$100 – John Goodwin (Singlet bond refund)
16. \$134.97 – John Tylden (NZ TF Champs expenses)
17. \$261.05 – Eftpos NZ (NZ TF Champs Eftpos)
18. \$600 – Carol Armstrong (NZ TF Champs toilet cleaning Rivertones)

19. \$760 – Sports Smart Screens (Ribbons Children’s Champs)
20. \$5 – BNZ (Direct debit fee)
21. \$10 – Lake City (reg fee refund)
22. \$95 – Tony Sargisson (NZ TF Champs expenses)
23. \$118.14 – Paice Engineering (NZ TF Champs expenses)
24. \$300 – Cambridge Harriers (Clubroom hire)

## **May 17**

### Accounts Paid May 17

1. \$0.50 – Bank Fee
2. \$306.67 – Sport Waikato (Occupation fee incl. rental and consumables)
3. \$312 – IRD (PAYE)
4. \$408.33 – Orix NZ Ltd (Vehicle lease Coach force)
5. \$1116.94 – Property Services Unlimited (Cleaning NZ TF)
6. \$52.09 – Sandra Murray (Travel NZCAA AGM)
7. \$460 – WBOPSS (Singlet sale son their behalf at NZ TF)
8. \$502.15 – Graham Walker Buildings (Security/LJ Boards NZ TF Champs)
9. \$672.75 – Trio (Singlets)
10. \$3360 – Hawks (Speaker Hire)
11. \$55.00 – Sandra Murray (Travel NZCAA)
12. \$1727.27 - Kerry Hill (Coach Force)
13. \$80.00 – The Computer Guy (Wind Gauge Maintenance)
14. \$1768 – Steve Rees-Jones (Salary admin)
15. \$53.48 – Emblems (engraving)
16. \$415.00 – Hawks (Duty Club)
17. \$427.23 – Doug Taylor (Meet Manager expenses)
18. \$5.00 – Lake City (Registration refund)
19. \$10599.03 – Emblems (medals)