

**ATHLETICS WAIKATO-BAY of PLENTY Inc ~ MANAGEMENT COMMITTEE MEETING**  
Cambridge on Monday 24<sup>th</sup> June 2019 7:30pm

**MINUTES**

**PRESENT:** Murray Green, Mhyre Oman, George Caddie, Andrew Langman, Sandra Murray, Dave O'Keefe, Nellie Engels, Bernie Koppens, Steve Rees-Jones

**APOLOGIES:** Heather O'Hagan, Dianne Rodger, Kelly Diprose, Malcolm Taylor, David Couper, Louise Young

*Note: Quorum was not achieved for the meeting*

**MINUTES of PREVIOUS MEETING:** were approved

**MATTERS ARISING:**

- A second set of keys to Porritt Stadium has been cut. The custodian of equipment role at Porritt was discussed. Sandra suggested that Ruth Kaiwhata may be someone who could assist in the role. Volunteering Waikato were discussed as a potential source of people to assist at meetings. It was noted that other Centres have a technical team, which was suggested as an option. It was also noted that equipment purchase is part of the custodian role and it would be beneficial to have checks on whether the most appropriate items were being purchased to balance price with longevity.

**CORRESPONDENCE**

**Inwards:**

- Letter from WAIBOP Masters clarifying gear hire at Porritt Stadium
- Correspondence from Thames Harriers regarding their winding up and distribution of funds
- Notice of Athletics NZ AGM on 3<sup>rd</sup> August in Wellington
- Plans from HCC for Porritt storage/changing rooms/toilets
- ANZ confirmation of subsidies to be paid for AWBOP delegates at ANZ AGM.
- Lake City advising of possible change in uniform (same logo, same colours but in different combinations)
- Notice of recommendation for sponsorship of \$5,000 from HCC for Porritt Classic (Final ratification required).

**Outwards:**

- Porritt Stadium booked for 2020 grade 14-17 Inter Provincials.
- AWBOP Marathon medals
- AGM 60 day notice
- Sponsorship application to HCC for Porritt Classic
- Funding application to Trust Waikato for Administrator/Athletics Development advisor salaries

## Notes on Correspondence:

- It was noted the masters were not represented at the meeting (apologies given), so it was decided to refer the decision on any revised equipment fee to the next Management Meeting.
- Thames Harriers funds proposal was discussed. There was some discussion that a Trust incur extra costs to set up and time to administer. Other suggestions were made, including funds to assist new and existing clubs in the Thames/Coromandal/Hauraki areas to purchase equipment or improve infrastructure. Other suggestions were the part funding towards Louise's role and providing some investment in the Harrier side of the sport (noting Thames as a Harrier Club), with one possibility being the purchase of timing equipment which would be made available to local clubs for events at a low cost. Steve is to write to Thames, setting out these suggestions.
- The updated plans for HCC funded new Changing rooms/toilets and storage at Porritt were presented to the meeting. It was suggested that it may be a desirable outcome to let soccer have the new facility, so that they would have no need to use the common room and storage areas in the Stadium.
- The Inter-Provincials booking for Porritt was confirmed as the 25<sup>th</sup> January. The clash with the Sevens was noted.

## FINANCE

### April 2019 Accounts paid

Sport Waikato (Rental) \$306.67, Eftpos NZ (Eftpos) \$70.67, Orix (Lease car) \$408.33, Athlete Subsidies NZTF \$100, K Paasgard (Starting caps) \$83.77, Wendy Fox-Turnbull \$147.35 (starting equipment), Criss Strange (Porritt Classic Expenses) \$156.72, Lake City \$7.00 (Reg refund), ANZ (Eftpos charges) \$20, Louise Young (salary) \$1651.26, Steve Rees-Jones (Salary) \$1706.38, Kerry Hill (Salary) \$1727.27, Fleet Partners \$581.90 (lease car), Diprose Miller (Xero) \$69, IRD (Deductions) \$927.16, Fleet Partners (Fuel) \$153.27, Frankton \$298 (reg error refund), NZTF Manager Expenses \$300, Mhyre Oman (software) \$119, IRD GST \$4055.22

### May 2019 Accounts paid

Sport Waikato (Rental) \$306.67, Eftpos NZ (Eftpos) \$70.67, Orix (Lease car) \$408.33, Red Events (Cone Hire WBOP Roads) \$184, Hawks \$2380 (speaker hire season), Hawks (P. Classic Speaker hire) \$220, ANZ (Eftpos charges) \$20, Louise Young (salary) \$1651.26, Steve Rees-Jones (Salary) \$1706.38, Kerry Hill (Salary) \$1727.27, Fleet Partners \$581.90 (lease car), Diprose Miller (Xero) \$69, IRD (Deductions) \$927.16, Emblem \$82.80 (engraving), Fleet Partners (Fuel) \$79.93

**REPORTS** (see separately): **Officials** (Heather O'Hagan), **Chairman** (Murray Green), **Waikato Development Advisor** (Louise Young)

- Heather's resignation as Officials coordinator for Porritt was noted
- Items/work needed at Porritt is to be discussed further after an on-site meeting at Porritt by Murray, Steve Alan and possibly others to see what can be done.

## **GENERAL BUSINESS**

- Health and Safety – Steve updated that in light of the AWBOP Cross Country and Road Champs being held in locations in close proximity to ambulance stations that for this season it would be appropriate to have a doctor/nurse on site instead of an ambulance. If future events are held in rural locations, then it is likely an ambulance would attend.
- Sports House update – Sport Waikato have decided not to move location, so there is no impact on AWBOP.
- Purchase of First Aid Kit for Winter Championships – was approved
- The meeting agreed that the work car can be used by Louise to attend the Club Connect conference
- Progression to a board structure for AWBOP was discussed and a new constitution that could be used for a board structure was circulated. After discussions, it was suggested that 5 board members would be appropriate. It was agreed at the meeting (due to the lack of quorum this is to be further ratified by Management Committee) that a Special General Meeting will be held at 11 am on 18<sup>th</sup> August 2019 in Cambridge to discuss and possibly ratify the move to a board structure.

## **NEXT MEETING:**

- After AGM on 18<sup>th</sup> August

## **REPORTS**

### **OFFICIALS**

Officials educators report for Management June 2019

I held a throws training session on Sunday 16<sup>th</sup> June at Cambridge. 11 people originally indicated that they were attending, but 4 pulled out, one the night before. I find the late notice very frustrating.

There was one experience official aiming at Throws A, and 6 beginners, plus the 12 year-old daughter of one (too young to be granted a grading). As yet, I have not been able to mark the papers. I found this a very difficult day as I was not well but felt unable to postpone the event.

One frustration I am beginning to find difficult to deal with is keeping the conversations on track. I am there to train officials, not discuss the politics of Children's athletics.

I have a jumps session down for Sunday 30<sup>th</sup>, with 6 attendees so far, again including one experienced official looking at the A paper.

George Caddie collected the information needed to put an Out of Stadia C official through to sit Out of Stadia B.

Whilst at the Field Days last week I checked up on a couple of outlets for the laser distance measurer I suggested the Centre look at for long throws. An alternative model was suggested, and I have yet to download the manual to see if this would be suitable for our requirements. As well as the unit itself we would need a tripod, and target.

I have also attached the list of things that need attention at Porritt sent through at the end of the summer season.

Heather O'Hagan.  
Officials educator.

### **CHAIRMAN**

Firstly, my apologies, this is a bit of a catch up effort.

With the Track & Field season now over it is appropriate to touch on a few things from the past season. It was a busy year again for our Centre with North Island Champs in December, North Island Combined Events doubling with the Putaruru Bell in November, Colgate Games in January, Porritt Classic in February and then North Island Secondary Schools to finish the season. Congratulations and thanks to all our people involved in making these events successful.

This year we discontinued the Incentive Schemes that we had been running for the previous three years, a scheme aimed at increasing participation at our Winter and Open Meets. For the summer the result was a very slight reduction in income although we had two less events, one of these replaced by the North Island Champs in December which itself was a profitable event, leaving us ahead overall. Total registrations for the year were up 268 (+7.7%) although this came with a 330 increase in Children offset by 62 less Adults.

## Track Season

The Porritt Classic this year was run as a trial Tier Two Oceania Athletics event. These events come with quite a lot of requirements which are going to be difficult to manage going forward but it is a compliment to our Centre and the great standing of the Porritt Classic that we are being asked to host an event at this level. I commend Criss Strange and his team for their work on this.

The NZ Track & Field Champs attracted approximately 50 athletes from our Centre and yielded some fantastic results, although we did struggle with Relay teams and so were not as dominant as recent years. We did win two Golds in the 4x100's and four Bronze in the 4x400's

Our Under 20 girls proved to be a highlight for our team with 6 athletes dominating the age group. Kayla Goodwin was outstanding taking gold medals in the 110m Hurdles, Long Jump and Triple Jump, and adding the Senior woman's Triple Jump as well. She ironically jumped 12.74 meters to win both TJ events, with the U20 jump a new NZ record. Multiple titles also went to Leah Belfield winning the 100 and 200m and was 4<sup>th</sup> in the 400m, Alessandra MacDonald the 400m and 400m Hurdles and 2<sup>nd</sup> in the 100m Hurdles. Those three combined with Katie-Lee Roper to win the 4x100m Relay and then with Aimee Ferguson to win bronze in the 4x400m. Aimee was also 2<sup>nd</sup> in the 1500m and 4<sup>th</sup> in the 5000m. As if all that wasn't enough Tatiana Kaumoana won the Discus and was also 4<sup>th</sup> in the senior woman's Discus. That is a total of nine titles in the U20's.

Other highlights for our Centre included 18 year old Sam Tanner winning the senior men's 1500m title and former long time Te Awamutu athlete Katherine Camp taking the senior woman's 800/1500m double.

## Winter Season

The first major event of the winter season was the NZ Mountain Running Champs where Hamilton Hawks athletes Kent Hodgson and John Crane won the M50 and M55 categories. All the best to athletes competing at the major events coming up.

## Volunteers

As we all know our sport survives only because of the input of our volunteers, especially our Officials. It is with great regret that I advise of the resignation of our Officials Co-Ordinator Heather O'Hagan from that role. Heather is going to continue as an Official and with her Officials Coaching role but leaves a huge gap to fill in the Co-Ordinator role. Heather's contribution, over the past few seasons in particular, has been huge, especially with the hosting of so many major events.

With a dwindling number of Officials, we will have to look closely at our Calendar going forward, both at how many meetings and how many events within each meeting, but we also have to find a way to introduce new volunteers, either as helpers or hopefully as Officials.

## Development Officer

At the last Management Meeting we confirmed the extension of Louise Young's role as Development Officer. Louise has made good progress with both Clubs and Schools despite starting her role after the start of the season. I urge T&F Clubs to put their hand up now for input from Louise in the new season.

## Transformation to a Board

As we continue with our move to a Board rather than a Committee structure some have asked Why? Well firstly because this is the way that all sports are going, and several other athletics Centre's have already made the transition. Initially most roles will be filled by the same people that are currently key in the Centre, but the decision making process will be different. A Board has the ability to make decisions more quickly and without having to bring people together on a regular basis from far and wide. It also gives us the opportunity to bring in fresh blood, people with governance experience in the Commercial or Sports world and with a mix of skills to better deal with modern issues such as Health & Safety and Employment.

Athletics Auckland have just four Board Members whilst Otago has six. We are suggesting seven for our Centre with a Chairman and six others, four elected and two appointed (independent). Perhaps this total number could be less.

Murray

## **WAIKATO ATHLETICS DEVELOPMENT ADVISOR**

Report for Management Meeting to be held on Monday 24<sup>th</sup> June

Cambridge club rooms

By Louise Young

Waikato Athletics Development Advisor

Hi all. Sorry I am unable to attend this evenings meeting. I had hoped I would be feeling up to attending however, unfortunately I'm nursing an injury at the moment which makes travelling long distances and sitting for extended periods very uncomfortable and painful....not quite ready for it yet! Apparently I'm now too old to go down wet slides in playgrounds while wearing lycra – it now results in a suspected fractured tailbone! Below is my report for the past 2 months. Lots of planning, scheduling and organising to be ready for the upcoming summer season.

- Attend Waikato Secondary School Cross Country in Te Awamutu to observe organisation
- Met with Club Development Leader from Athletics New Zealand – Mariah to discuss my role, pre and early season schedule and how Mariah can assist.
- Met with Stephanie Biggs from ANZ
- Met with Colleen .....from Special Olympics to discuss and plan coaching workshop for coaches who work with athletes with special needs
- Met Honey.....from Halberg – follow up email to discuss and plan an inclusive workshop to be offered to all clubs. Venue TBC but likely to be Brian Perry House
- Attend Coach Developer Workshop in Papamoa for 3 full days (commuted daily)
- Plan pre and early season coaching workshop schedule – coaching workshops to be held at clubs throughout the district. Both Get Set Go and Run Jump Throw [GSG and RJT] workshops will be offered.
- Planning for several workshops to be presented by Mariah from ANZ which will include structuring committee, strategic planning, funding, constitutions etc.

- Maintain contact and support with representative from the Whitianga club (first season beginning in term 4).
- Contact sports co-ordinator from Mercury Bay School to begin organising dates/times to do coaching workshops for staff and other relevant parties.
- Attend Mid-Winter Forum for Children's committee; and monthly meeting
- Meeting with Kerry Hill
- Attend Run Waihi post run meet up for intro and discussions on the possibility of introducing Harriers into Waihi. Maintain contact to advise of upcoming events.
- Begin to organise communication/schedule etc on 25 clubs that will be receiving set of GSG and RJT resources.