

Athletics Waikato-Bay of Plenty – Children’s Section

Minutes for the meeting to be held on 17 February 2019, Cambridge Cub Rooms, Vogel Street, Cambridge at 10am

Meeting opened:10.10am

PRESENT: Louise Young, Ruth Kaiwhata, Donna Howitt, Richard Cookson, Andrew Gennell, Berny Koppens, Dave O’Keeffe, Kelly Albrecht, Sandra Hawker, Sandra Murray.

APOLOGIES: Frankton, Greerton, Peter Blackwood, Christine Wallace, Te Puke.

Move that the apologies be accepted

Sandra Murray / Louise Young

CLUBS REPRESENTED: Waihi, Fairfield, Bellevue, Te Aroha, Te Awamutu, Lake City, Tokoroa.

MINUTES OF THE PREVIOUS MEETING

Berny Koppens /Sandra Murray

MATTERS ARISING FROM PREVIOUS MINUTES:

- Sandra still to follow up the incident report around the incident at the Long Jump at Fairfield Ribbon Day. A child got a spike in their foot from another child while they were playing. Berny from Fairfield will handwrite the report which will then be sent to Louise Young so it can be addressed at the meeting (eliminate risk/environment etc)
- Volunteering Waikato were able to provide a number of volunteers for the Colgate Games. This is to be kept in mind for future reference.

CORRESPONDENCE IN:

Email: -

- Confirmation from Athletics NZ of outstanding payment to be made to AWBOP after NZCAA dissolution of \$4,321.94 (includes payment related to the 2018 inter-provincial event in Taranaki). This will be forwarded the children’s BNZ account upon receipt.
- Membership fees 2019/2020 from Athletics NZ which remain the same at \$35 for 7-14 and \$10 for 6 and under.
- Confirmation from Athletics NZ that the inaugural Children’s Advisory Group has been selected and is: Fiona Maisey (Auckland), Sharee Jones (Hawkes Bay), Henry Tudor (Southland), Craig Brown and Liz Keenan (Canterbury).
- Replies from Officials for Children’s Championships
- Response from Nanette Wood.
- Interprovincial Information.
- Email advising Colgate Certificates and Ribbons can be collected from our Children’s Meeting.

CORRESPONDENCE OUT:

Email: -

- Booking of flights for IP 12/13
- Booking of coach to AKL airport for IP 12/13
- Asking for Officials Support at Children’s Championships
- Entries and other information for Children’s Championships

‘Move to accept the inward correspondence and approve the outward correspondence’

Sandra Murray/Andrew Gemmell

REPORTS:

- Whakatane Ribbon day

- **Te Awamutu Ribbon Day**

What a great day, we had good weather again! There were approximately 284 athletes from 20 clubs enjoying the day.

The grounds were set up well, this year the spectators & athletes listened and kept out of the centre of the track so there were no safety issues or people walking thru the high jump.

Parents helped at the events when requested and stayed out of the competition area when not helping. The programme was changed to accommodate the varying numbers in the different age groups.

Thanks to Te Awamutu for inviting me to be the referee, the club is fortunate to have such dedicated supporters (Murray & Wayne) and the helpers were tireless ensuring the day ran smoothly.

Jo Davidson - Referee

- Fairfield Ribbon Day

The ribbon Day at Porritt Stadium hosted by Fairfield was another great day.

19 clubs registered they had 230 children competing, approximately 35 were from Fairfield, good to see some large numbers from other clubs outside Hamilton as well.

There appeared to be good numbers at the mini club, lots of parents some that were unaware of other events going on around them, which can be a safety issue (too close to the discus with their backs to it).

I had two concerns which I wrote to the centre about as I felt they needed addressed before we hosted the Colgate games.

the shotput landing area was so compacted that the shot would roll out of area, when the older athletes were competing the 5kg shot could injure

the long jump boards are very buckled and stick up causing a tripping hazard if the athlete does not run in the middle of the runway.

Thanks to Fairfield for inviting me to be the referee, I enjoyed the day and it was great to see children participating in such a great sport.

Jo Davidson - Referee

- Pentathlon Report

The Cambridge Pentathlon had 173 Athletes compete out of the 242 Athletes that were registered.

There were only 2 injuries recorded on the day:

Slip in the toilets. Though there was a First Aid kit available there was no ice present.

Slip on the take off board 14 Boys Long Jump. Moved the competition to the middle runway.

2 gazebos also did not make it to the end of the day.

Something for the club to work on for next time is to reduce the waiting time for the results to be ready. In the damp and breezy conditions this caused some concerns about Athletes having to be exposed.

Once again just thanks to everyone that helped, especially the Officials. The event could not have gone ahead without you giving up your time to help.

The day started out overcast and proceeded to get more damp and breezy as the day wore on. A massive thanks to all the Athletes/Parents/Officials/Volunteers/Organisers that still came and made it through an enjoyable competition. Feedback was given from a representative of Fairfield club that the event was great. Cambridge club was very accommodating and comment was made that an athlete that had been hopping around was also able to participate .

- Relay Champs – Track Referee – Presented at the meeting. A suggestions was to have a list of clubs that have combined given to the Marshalls so they are aware of who should be in the combination teams.

- Relay Champs – Field Referee – There will not be one this season.

- Colgate Games

We had the opportunity to hold the Colgate Games on the 4, 5, 6 January which turned out to be an amazing event, with wonderful comments coming through the facebook. We also received positive feedback from Athletics New Zealand which informed us the feedback from Colgate was they thought the event was ‘brilliant.’ As we were the first centre to hold the Colgate Games after the demise of NZCAA we were very apprehensive as to how it would go. Thankfully we had Margaret Holcroft as our Secretary, who ensured all boxes were ticked. Margaret also organised the officials and runners with support from Joan Rawnsley and Heather O’Hagan, where again we find ourselves struggling to find starters. Fortunately we were able to call upon two from the South Island with support from a couple in this area. I personally believe that without Margaret’s input and time spent these games wouldn’t have run as smoothly as they did. We won’t know the financial situation from these games until all invoices are in and we have discussion with Athletics New Zealand around who pays for what. For these games to continue in the future I feel Athletics New Zealand need to be more supportive of the LOC, especially those LOC’s who may not have the knowledge or support that we did. We will be writing a report where I’m sure all areas that went well or concerns that arose will be documented. (This was in the report sent to Management Meeting on 29th January 2019)

- Te Aroha Ribbon Day will be presented at mid-winter forum

- Tokoroa Ribbon Day

Started really well, lots of clubs were represented but with no final numbers at this point. It was another hot Saturday made sure the children were “sun safe.” We had big numbers in the nine year old boys and seven girls which made some of the field events run over time a bit but the chiefs on the events handled it really well, all in all people were saying they had a lovely day.

Things to look at next year;

A better sound system, it was difficult to hear at times.

Whoever is calling/announcing the events needs to be doing that one job and not trying to be everywhere and doing other jobs as well. A suggestion is that the caller/announcer be in the middle of the field so they can see what is happening and when to move the children to their event.

Making sure all officials are dressed properly for the events they are doing as I had to replace one of the officials. We had complaints about their dress code, e.g. shorts/pants with club t-shirt might look better.

Parents need to know who is boss as they tend to tell some of the officials how to do their jobs but I don't see them putting their hands up.

All in all we had a lovely day, good laugh at the parents relay but also saw some fast parents. It was a fun day.

Ruth Kaiwhata, Referee

HEALTH AND SAFETY

Incident Reports – Relay Championships, Colgate Games (These have been forwarded onto Management)

GENERAL BUSINESS:

1. Children's Champs Roster

Meeting Manager; Tere Campbell
Meeting Referees Track; Joan Rawnsley
Field; Jumps Andrew Langman
Throws Ruth Kaiwhata

Jury of Appeal

Announcer Denise Powell (To advise that when calling with anything relating to Tokoroa Blades, that we just call for "Blades.")
Meeting Secretary Sandra Murray
Runners for Secretary
Starters Charles Annals, Brian Evison
Starters Assistant Bruce Hargood
Starters Referee
Track Umpires (2-3) **Club to be named**
Photo Finish Stephen Taylor, Tom Powell, Rawina
Finish Line Te Aroha
Track Marshalls Jude Trumm +1?
Recording Tokoroa x 1

Field Events

Long Jump A	chief: Nellie Engels	club: Fairfield x 3
Long Jump B	chief: Ruth Tuiraviravi	club: Matamata x 1 & Lake City x 2
Discus A	chief: Sally Kerr	club: Cambridge 3
Discus B	chief: Margaret Holcroft	club: Bellevue x 3
Shot put A	chief: Sandra Hawker	club: Kobe Howitt & Te Puke x 2
Shotput B	chief: Cliff Thomas	club: Tokoroa (Harriers) x 1 Whakatane x 2
High Jump A	chief: Robin Knowles	club: Dave O'Keeffe and 2 friends

Set Up and Clean Up Fairfield

Officials Lunches **Frankton/Hinemoa** Bellevue will provide Morning tea for officials and take out All clubs to provide 3 plates of food, two savoury, one sweet or fruit, the savoury to be substantial ie filled rolls, sandwiches rather than just crackers. There will be a list to sign saying food has been provided and if clubs don't provide their 3 plates of food they will be asked for \$30.00 on the day so food can be purchased. We need to ensure our officials are looked after and this is one way of ensuring we have the food for them.

Programme selling Frankton
BBQ Bellevue have names for this– 300 sausages will be purchased by Fairfield
Shop **Hinemoa??**
Coffee Cart (Berny to follow up)
Ice Cream Van (Berny to follow up)
Float Sandra
Collating Programme Sandra
Printing programmes Denise Powell
Ceremonial/Podium Te Awamutu
Medals (collection) Te Awamutu – will organise collecting these earlier so they can organise them.

Certificates	Clubs to do their own
First Aid	Fairfield
Runners	Tokoroa (Harriers)

Note; Programmes sell for \$5.00

ALL spaces still remaining to fill will be filled once the clubs have entered and they will be advised of their role for the day.

2. Grade 12/13 Interprovincial Information

- Ella Ransley has expressed her interest to be a Manager and below is her information;

To whom it may concern,

My name is Ella Ransley and I would like to be nominated to be an Interprovincials team manager. I went to my first Interprovincials as a competitor when I was 12 and have been back every year since. Now that I am 20 I am no longer young enough to compete, instead I have been a team manager for the last few years, offering a different perspective and a lot of energy to the team.

I have sadly had to take a step back from coaching at a club and competing in athletics due to my work commitments in the Air Force. In saying this I would still love to give back to the sport that gave me so much and I always make an effort to be available over Easter. Personally I specialise in Long jump and Hurdles, so I would like to offer my knowledge to the team. I am First Aid and Pre Hospital Emergency Care qualified as part of my Firefighter training. Ideally I would like to be a positive role model that the team can look up to.

Thank you for your time.

Ella Ransley

- Our other Managers are;

Ruth Kaiwhata, Charles Annals, Michael and Rochelle van Heuven and Ben Sexton. At our AGM 2018 it was recommended that *the "Grade 12, 13 IP Managers are subsidised a proportions of the costs, up to 50% of the children's total cost"* The final Managers will be Shaun Wyatt (Lake City) and Liza Jury (Paeroa) which means all place now fill.

- The cost for this will be no more than \$600.00 and once final costings are in we hope it will drop down.
- It was pointed out at the Management Meeting that some clubs received money from a Trust that supported IP's over the years and that this money should be consider to support athletes from your club. This will assist families with the higher costs of travelling to the South Island.

3. **Mid-Winter Forum** – this is your opportunity as clubs to come to a meeting to look at what went well for the season and areas that could be improved on. From this meeting remits will be presented for the AGM. This is something we all need to be discussing at club meetings so that as a centre we can continue to build on Children's Athletics. Discussion around if clubs want to be combined for other relays. Clubs to give thought and discussion help at the mid-winter forum.
4. Children's Advisory Group selection. Chair person is unsure as to how this will operate. Nominated parties are from the previous group. Moving forward there may be new members involved. It was noted that there are no representatives from WBOP.
5. Email was read out from a representative of the Taupo club in response to a previously reported incident. Chairperson is to respond to the email.
6. Discussion was held around appropriate clothing for helpers and officials at ribbon days and events. Clubs to be advised as to what is expected and appropriate.
7. Representative from Tokoroa Junior Athletics club discussed appropriate communication from adults/helpers towards any children/adolescents that are helping at events. Polite and respectful communication to ensure a successful event is expected.
8. Chairperson has requested that all entries for events (including upcoming children's champs), if being sent via courier to not be signature required. This will eliminate the need for follow up/chasing up entries that get sent back to the post office/courier depot. Cut off for entries to be received for Children's Champs is the 7th March.
9. It was advised that a new barrier was put across shot put for the Colgate Games.
10. Due to a safety hazard the boards at the long jump were replaced for Colgate Games. Question was raised by representative from Fairfield Club as to if these boards were a temporary or permanent fixture. If temporary they will need to be sorted again for the children's champs. Chairperson – Sandra Murray to follow up.
11. Report was read by Chairperson that 20 teams had been disqualified regarding baton changes. It was recommended that Officials need ID – possibly in the form of a sash, so they are easily identifiable. Recommendations on how to change officials to keep consistency was discussed.
12. Discussion was held as to the quality of the current age flashes. Lots of reports of numbers and names washing off which hasn't previously happened. Chairperson Sandra Murray to follow up on the quality of the vinyl that age flashes are printed on.

13. Discussion was held about getting more bibs for officials so they are easily identifiable – or a bright/fluro shirt. Chairperson Sandra Murray to follow up.
14. Discussion was held about 4 x 100m combined relay teams. Lists need to be readily available and officials made aware to avoid errors during races. (Noted earlier in the minutes as well)
15. Chair person Sandra Murray read report regarding Colgate Games which was sent through to the Management Committee. It was noted that Margaret was a fantastic asset with the organisation and running of the event. Final financial report has as yet not been finalised. It was noted that more support from Athletics New Zealand would be required for planning of future events. A letter from Courtney the events manager (who assisted from half way through process) sent a letter of congratulations regarding how well the event was organised. The commercial manager Jo Clark echoed the previous correspondence and commented that the result was outstanding and it was a great event.
16. Email on behalf of the Children's Committee was sent to all clubs thanks all who came. A letter was also sent to all of the officials.
17. A letter was sent to the council responsible for Porritt Stadium regarding some of the issues that were experienced over the weekend, such as; power, toilets and a lack of toilet paper. It was noted that the porta-loo's weren't utilised well.
18. Feedback from a representative of Fairfield club was positive with regard to how friendly the games were, the carparking reserved for elderly was fantastic and that the glowworms were great!
19. Positive feedback was given about the position of the podium at Colgate Games and that Sally was fantastic with the athletes.
20. For future events, more size 8 shirts are required – especially for the younger ages.
21. There are still a number of shirts left. 40 x 10's, 66 x 12's, 33 x 14's, 4 x SML, 8 x MED, 9 x LRG. Discussion was held as to what is appropriate to do with the shirts. Some shirts will be given out at Children's Champs (if athletes attended Colgate Games). It was decided that the represented clubs at the meeting would have the shirts divided between them and distributed to be given to children.
22. Health and Safety of the Relay Champs was discussed. An athlete from Te Aroha club had gone outside of venue and cut their foot on broken glass which required stitches at hospital. Parents are to be aware of where athletes are, as athletics clubs are public access and difficult to ensure complete safety outside of the venue. (Also in Health and safety)
23. It was noted that a member suffered a fall at Colgate Games which resulted in a broken collarbone. Incident report has been forwarded to the Management Committee. (Also in Health and safety)
24. Discussion were held around the roster/club responsibility for the Children's Champs. It was noted that all clubs with attending athletes need to assist with events to ensure a smoothly run day. Clubs responsibilities regarding who would help at what event was held...some spaces are yet to be filled which will be filled as required by attending clubs.
25. Discussion was held around medals being ordered and organised. Chairperson Sandra Murray is to order the medals slightly earlier than usual. Te Awamutu Club is responsible for sorting the medals into gold, silver and bronze in preparation for event. Dave O'Keeffe from Te Awamutu is to contact administrator Steve Rees-Jones to pre-organise the medals.
26. Discussion was held around the three plates per club to be provided for the official's lunch. A checklist is to be written which will require clubs to sign off that they have contributed. If a club is unable to provide the required three plates, a charge of \$10 per plate (\$30) per club will be made to go towards the cost of food for the officials.
27. Ruth Kaiwhata from Fairfield club will organise the IP's to run the BBQ roster. Since the meeting Bellevue have come forward with names to the roster and will be running it all day with Fairfield purchasing the sausages, bread etc.
28. Berny from Fairfield is to follow up on the ice-cream van and coffee cart. Fairfield is also checking first aid kits are up to date and full.
29. Profits from BBQ, shop, programs and \$1 per entry goes to the IP's.
30. It was noted that a significant number of runners will be required on the day.
31. Discussion was held around supporting a culture of positivity and good sportsmanship at events was held. Club Development Advisor to encourage this within clubs and at events.
32. It was noted that at events, a number of children will be attending their first event. To ensure a successful experience for children, a calm explanation from officials is required, and at times explained in different ways to ensure comprehension.
33. Discussion was held around supporting the technique of the shot put in the 7-9 year old category. Decision was made that the Club Development Advisor would attend the upcoming Bellevue event and give a demonstration of correct technique (without pulling the shot put away from the neck). The first shot would be classed as a practice with subsequent shot's counted and measured.
34. It was requested that a distinction be made between the two clubs from Tokoroa to avoid any confusion with announcements and responsibilities.

35. Discussion was held around the requirement for parents to take more responsibility for their own children with regard to knowing what age/division and where athletes need to be rather than completely relying on team managers as events are incredibly busy.
36. A rep from Bellevue has stated there are 2 athletes which will require full financial assistance. Club will approach Colgate requesting funding.
37. A report was given on the numbers and progress of IP's. From November information needs to begin to be made available so the message is very well known and those required to know are made aware.
38. A representative from Cambridge club made committee aware the Grade 14-18 IP's will be hosted in Hamilton in 2020. Last time they were held here the accommodation is at the uni and it is usually a one day event. It was also pointed out that the Rugby 7's is also that weekend. Sandra will inform the Cambridge club of this discussion.
39. A representative from Bellevue provided an invitation to the Bellevue/Greerton Ribbon day and requested clubs make their members aware.

Next meeting **Mid Winter Forum Sunday, 5th May 2019**

Main agenda items: discussion about the season and thoughts for moving forward.

Also put in your diary the AGM will be Sunday June 9th at Cambridge. Both these meeting have a shared lunch at their completions.

There being no further business, meeting closed at: 12.20pm

.