

NZ Masters Athletics Incorporated Board Meeting



Minutes of the Board meeting held on Saturday 24 June 2017

Wellington Airport Conference Centre, Wellington commencing at 8.40 am.

Present: Andrew Stark (AS) (President), Stewart Foster (SF) (Secretary/Treasurer), John Campbell (JC), Ian Carter (IC), Karen Gillum-Green (KGG), Derek Shaw (DS) and Michael Wray (MW).

Apologies: Chris Thompson (CT) (Vice-President)

1. Welcome:

The President welcomed members to the meeting.

2. Minutes of the previous Board meeting held on 2 March 2017.

That the minutes of the Board meeting held on 2 March 2017 be confirmed as a true and correct record.

A Stark / D Shaw

Carried

3. Matters arising from the previous minutes not on the agenda for the meeting.

- Further delay in the Coroner's report on the death of Bruce Clarke.
- SF has prepared documentation on constitutional changes for signing and uploading on to incorporated Societies website.
- AS felt that the AGM had gone well. Regarding Bradyn Grant's query re Palmerston North athletics meets, it was noted that they are effectively interclub meets as opposed to a club meet and thus record applications can be considered if the criteria are met. It was agreed that pre-warning of officials at meets re record attempts was a good message to send to athletes and masters centres.

4. President's Report:

AS tabled his report and indicated that it had been a slightly quieter period since the AGM. The main areas he had been dealing with were:

- i) **ANZ / NZMA Sharing of Membership MoU** – Attendances at Island and NZMA champs indicate that the MoU has had a positive influence as seeing more ANZ masters participating. Still need to continue promotion of what we offer and work more closely with ANZ. ANZ personnel are happy to help through promotion of events via their website and bulk emailing on our behalf. Need somebody to keep an eye on ANZ website and feed in information.
- ii) **WMG** – Review of decision to not allow records by NZMA / ANZ masters has been thorough and to change our decision was the correct one. He felt our role was to promote and support master's athletics and we shouldn't penalise our members for political reasons because WMG and WMA don't 'get on'. If a WMG event is run correctly then we should be prepared to accept records as some of our athletes target these events. A statement of the reasons for the change will be posted on the website. It was agreed that we need to let athletes know of such decisions earlier next time.
- iii) **NZMA Members List** – All NZMA non-club members have been marked as financial in the old ANZ database. We have to re-load them into the new database system as from 1st September. The suggestion from ANZ is to allow our members to register themselves, in the same way that club athletes do.
- iv) **Vetline** – the future is still an on-going concern as the print run determines the unit cost.

- v) **Website** – John Campbell thanked for his on-going work. Enquiries from website are directed to AS which he has to deal with. Many relate to membership queries.
- vi) **Oceania Throws Pentathlon Challenge** – AS will start promoting this event closer to August.
- vii) **Generic NZMA Champs Programme** – AS has had discussion with Nigel Stewart (Northland LOC Chair for 2018 NZMA Champs) about distance events on track. On agenda for later in the meeting.
- viii) **OMA 2018 Champs** – working with Otago LOC as OMA Competition Director and NZMA President.
- ix) **Certificates** – working on completing records certificates, including indoor records.

AS also mentioned that ANZ has indicated that they are developing a relationship with parkrun NZ. MW indicated that in Wellington both Scottish and Wellington Masters are encouraging members to go along to the 3 parkruns in greater Wellington – Kapiti, Porirua and Lower Hutt. IC indicated that in Barry Curtis Park, Auckland they have a permanently marked 5km course.

That the President's Report be received. A Stark / M Wray Carried

5. Secretary's Report:

SF spoke to his circulated report and indicated that there had been minimal activity since the end of the track season. He had spent time on preparing the documents for signing to change NZMA constitution and on OMA constitutional changes. Only matter in correspondence he wished to raise was the Wellington Masters' application to the 4th World Veteran Games Trust for indoor throwing gear which didn't meet the criteria as it had already been purchased.

That the Secretary's report be received. S Foster / K Gillum-Green Carried

6. Treasurer's Report:

SF spoke to his financial report for 30 June 2017 which was the same as May report, although there will be costs involved with the Board meeting of travel and meeting room to include but still expect a healthy positive balance at end of financial year. The June report also included a budget for 2017/18 which anticipated a drop in membership income which is offset by an increase in levies and reductions in expenses. Have reserves of around \$62k which is good recovery from 2004.

That the Treasurer's report be received and the budget for 2017/18 be adopted.

S Foster / I Carter Carried

7. Vetline:

JC spoke to his circulated report which raised the annual issue of the difficulty of securing enough material for the mid-year issue of *Vetline* as it falls between major events. MW offered articles which he had written for Wellington Scottish's On the Run newsletter which meant there would be enough material for the July 2017 edition.

JC suggested that a couple of options could be considered for the future. These involved moving to 3 issues per year or changing the timing of the current 4 issues per year. If we moved to 3 issues these could be in January, April or May, and September. We could distribute material between editions via bulk emails. If we stayed with 4 issues then perhaps the mid-year issue could be moved to August as there would be more competitions/events to report on. JC recommended moving to 3 issues per year and supplementing this with website posts during the winter.

After further discussion the Board resolved:

That beginning in the next calendar year Vetline move to three issues per year.

J Campbell / M Wray Carried

This decision would be conveyed to members and subscribers via the President's Report in the July 2017 edition and feedback sought, especially if the change is not supported.

That the Vetline report be received.

J Campbell / D Shaw

Carried

8. Island and NZMA Championships:

AS reported that he had discussions with Nigel Stewart (LOC Chair for NZMA champs in Northland) regarding various matters including whether there is a 10000m on the track or a change to 3000m (Fri) and 5000m (Sun). They are keen to have a 10km walk on a road course that could also be a general community run/walk event and have been looking at a couple of possible courses. They require traffic management plans to be prepared. They could move the 10km walk to the track. After discussion the Board resolved to indicate to Northland LOC:

That the Board supported changing the 10km road walk to a 5km track walk subject to further discussion with the LOC and walkers and that this was to be regarded as a one-off issue for the NZMA champs subject to the venue situation.

S Foster / D Shaw

Carried

AS reported that they don't have any pole vault mats in Whangarei, so there will not be a PV event. It was agreed to use the timetable used in Nelson as the basis for the generic programme. AS to review the field events and circle facilities. Northland still have some issues with the photo-finish camera and Sportscore software.

South Island Masters T&F Champs will again be held in Timaru on 10-12 November 2017 and the North Island Masters T&F Champs will be in Inglewood on 24-26 November 2017.

9. Allocation of NZMA Board Jobs:

AS tabled a list of roles and jobs that the Board went through and confirmed the following:

President	AS	Vice President	CT
Secretary	SF	Minute Secretary	DS
Treasurer / OS event entries	SF	ANZ / NZMA liaison	MW
Constitution	CT/SF/All	Handbook / Bylaws / Strategic Plan / JDs	CT/DS/AS
NZMA & Island Champs Liaison / Collecting Record Information	Allocated each year		
NZMA & Island Records	SF/CT/MW	NZMA Membership / Database	MW/AS
Vetline	JC/DS/MW/All more proactive	Website	JC/AS/MW
Promotion / Advertising of NZMA	JC	International / OMA	AS/SF/MW
Merchandise	KGG	Personnel	KGG
Non-stadia / technical	IC	NZMA Athletes of Year Awards	CT/IC/MW
Funding	?AS/SF/CT		

AS indicated that Job Descriptions need to be prepared for set jobs as opposed to the project jobs.

Gareth Archer (ANZ) has indicated that the two types of championship medals (35-49, 50+; and 5 year age groups) can become the same once existing stock is used - although it was noted that in the ANZ bylaws they are different. ANZ T&F Championships have been confirmed for 9-11 March 2018 in Hamilton. Capital Classic (19 Jan 2018) and Cook's Classic (23 Jan 2018) will also be trials for Commonwealth Games.

KGG indicated that she was happy to continue with merchandise through to the end of her current term. CT could be a candidate to take this over and it might be possible to secure a sponsor for the uniforms to help keep costs down.

10. Constitutional matters:

Following the changes approved at AGM, the amendments were ready for signing and sending to the Companies Office.

Various suggestions were made regarding possible changes to the constitution in the next review, including ability to co-opt members onto the Board, Board to determine office holders and a possible limit to maximum term of Board members. DS to prepare some options for discussion at next Board meeting, which following discussion and agreement could then go on to the AGM in March 2018.

11. NZMA Going Forward:

DS spoke to the pre-circulated draft Strategic Plan he had prepared for discussion and how such a strategic plan could help focus the Board activities and priorities and help members understand these and for them to make suggestions on what could be changed. A number of additions, amendments and other refinements were suggested. It was agreed that the plan could cover the next 3 financial years beginning 1 September 2017. It was felt that it would be useful if the actions which were not on-going could be prioritised over the 3 years and that we should check regularly as to which of them have been completed. DS to incorporate suggested amendments to the draft, including suggesting assigning the non-ongoing actions into priorities for the next three years and re-circulating it to the Board.

In terms of promotion of NZMA, we could look at trialling advertising on Facebook to target 30-40 year age group to try and increase entries for SI, NI and NZMA champs. We could consider using the funds earmarked for promotion by centres and look for somebody outside the Board to organise this.

After having a look at the amounts of GST we collect and pay and whether it was worthwhile to continue being registered for GST, the Board decided to deregister from 1 September 2017.

That the NZMA deregister for GST. S Foster / M Wray Carried

Given the need to be frugal with our finances, the Board discussed the frequency of Board meetings and felt that we could move to two face-to-face meetings per year from 2018. As and when required we had the option of a group skype call. Having an additional follow up meeting after the AGM could also be very useful.

That the NZMA Board move to two face-to-face meetings per year in March and September beginning in 2018. M Wray / I Carter Carried

12. NZMA Membership & Database:

AS reported that there had been some new members following the WMG and that there were around 170 NZMA members only currently. It was felt that we should encourage members to self-register when they go to Clubnet ANZ system.

13. Website Development:

It was agreed that the next steps should be to set up an on-line payment method such as Poli or equivalent that allows credit card or other payment instantly and a shop for uniforms and *Vetline* subscriptions. It would be desirable that the online payment method was compatible with the on-line entry system and meeting manager. DS added that an on-line payment system would make managing payment of NZMA championship fees and levies much easier. He also indicated that it would be good if there were some refinements to the on-line entry process and the boxes in it.

14. Merchandise Report:

KGG reported that there was \$3947.55 in the merchandise account and that there was still one bad debt outstanding. She indicated that the T-Shirts are still very large compared with the singlets. She

also felt that the track suit design was looking rather dated. It was suggested that a new track suit design could be investigated.

That the two track suit jackets that are the incorrect size (kids' size by mistake) be written off.
K Gillum-Green / S Foster Carried

KGG left the meeting at 2.45pm following this item.

15. 4th World Veteran Games Trust:

It was agreed that we approach Murray Clarkson to see if he is interested in being on the Trust – to replace Ian Carter (who has resigned now that he is on NZMA Board). It was noted that Wellington Masters have been notified that their application has been declined.

16. Records for approval:

SF reported that there were additional applications for NZ records from Benjamin Potter (M45) for 100m and 400m, David Reade (M80) 200m and 400m, and Rory McSweeney (M35) for javelin. It was noted that the May 2017 list of applications had been approved by email.

That the record applications from B Potter, D Reade and R McSweeney be approved.
S Foster / J Campbell Carried

17. WMA and OMA matters:

As Competition Director for the OMA T&F champs in Dunedin, AS reported that he has been liaising with the LOC, has their latest minutes and everything is under control.

SF reported on proposed changes to the constitution of OMA which will involve 4 officers elected at large – President, Vice President, Secretary and Treasurer and 3 Councillors representing the 3 affiliated organisations in Australia, NZ and the Islands. It is proposed that it won't be possible to have more than two from each of the affiliated organisations on the executive. President will also be OMA representative on WMA. Nominations need to be in by 3 months before the AGM. It was noted that Wilma and Stan Perkins are both intending to stand down from their OMA and WMA positions. The 2020 OMA T&F champs are likely to be in either Townsville or Cairns.

That NZMA nominate S Foster for OMA Treasurer and A Stark as OMA Council member.
I Carter / J Campbell Carried

18. Stadia / Non Stadia / Technical:

Following discussion on the future of 10,000m on the track and 10km road walks at NZMA T&F Champs, it was decided that MW would discuss with Gareth Archer (ANZ) the possibility of these events being held in conjunction with the ANZ 10,000m SM/SW championships, including floating the possibility of the NZMA 10km road walk moving to the track.

It was noted that the 2019 ANZ T&F champs are scheduled to be held on the new track in Christchurch. ANZ is also considering rotating NZ X/C and Road champs around the three main centres of Auckland, Wellington and Canterbury and it was suggested that we could consider doing the same.

Next meeting – 4 November 2017 at Wellington Airport beginning at 8.30am.

Meeting closed at 3.15pm.