

NZ Masters Athletics Incorporated Board Meeting



Minutes of the Board meeting held on Saturday 9 July 2016

Cabana Room, Conference Centre, Domestic Terminal Auckland Airport commencing at 8.30am.

Present: Andrew Stark (AS) (President), Chris Thompson (CT) (Vice-President), Stewart Foster (SF) (Secretary/Treasurer), Murray Clarkson (MC), Karen Gillum-Green (KGG), Derek Shaw (DS), Michael Wray (MW) and Jim Blair (JB) (Patron) am only.

Apologies: John Campbell (JC)

1. Welcome:

The President welcomed members to the meeting and indicated that we would Skype with JC around 9.30am.

2. Minutes of the previous Board meeting held on 25 February 2016.

That the minutes of the Board meeting held on 25 February 2016 be confirmed as a true and correct record.

A Stark/S Foster

Carried

3. Matters arising from the previous minutes

- *Vetline* is printed and will be distributed in coming week.
- No additional money went to Otago Masters from the 4th World Games Trust to cover charges for use of Caledonian ground for the NZMA T&F championships.
- Non-stadia – AS reported that most of our suggestions with respect to ages, distances, medals and teams for NZ Cross Country and Road championships were accepted by ANZ. Medals for this year's champs had already been order so change will not occur until next year. A rule change is needed to change the medals for under 50 and over 50 age groups to 5 year age groups.
- AGM minutes – no matters arising to deal with that were not already on the agenda.

4. President's Report:

AS spoke to his written report and highlighted a number of issues. Although there was no further progress on job descriptions he was keen to discuss job allocations later in the meeting. The draft MoU was up to the 12th draft and was on agenda for later in the meeting. He indicated that he had been proactive to ensure the SGM goes ahead and had arranged with ANZ that it could be held following the ANZ Club Connect at the same venue in Auckland on Saturday 6 August. He had obtained costs of small run digital printing of *Vetline* for discussion later in the meeting and indicated that we need to get feedback from Centres and individual members. He has had discussions with JC who will teach him and MW how to post material on the website.

That the President's report be received. A Stark/C Thompson

Carried

5. Secretary's Report:

SF spoke to his written report and indicated that notices of the SGM had been sent to Centres regarding the SGM on 6 August in Auckland commencing at 5.00pm and requesting that Centres notify him as to their delegates. He has been dealing with enquiries about WMA champs in Perth and has sent out information regarding medical certificates. Malcolm Clark has been appointed as NZ Team Manager in Perth. SF recommends that we pay him \$250 towards his expenses (same as last time) to be financed from the entry levy. Entries from NZMA members currently total 31.

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

Carried

6. Treasurer's Report:

SF spoke to his written report and indicated that he had included for comparison income and expenses figures going back to 2013. Postage has gone up from 1 July for *Vetline*. Will get a \$1300 GST refund. Budget pretty well on track. Two more *Vetline* printing bills to come and possibly limited income so cash flow could be tight. There is still an outstanding issue of updating signatories for the bank accounts, SF to pursue.

That the Treasurer's report be received. S Foster/C Thompson Carried
That a \$250 contribution be paid to Malcolm Clark towards his costs associated with being the NZ Team Manager in Perth. S Foster/D Shaw Carried

12. Website:

JC was hooked up on a Skype call for this item. He indicated that as website hosting had come up for renewal of old website it was decided to bring forward getting the new website up and running. JC has now transferred all relevant information across to new website, including records and back issues of *Vetline*, and it is up and operating on Wordpress. He indicated that it is possible to have a member's only area as a password protected site which could have most recent editions of *Vetline*. There can be various levels of access such as editor and administrator (all). He indicated that the basic level is creating a 'post' which is relatively easy and can be done from a phone for text and photos. There will be an on-line entry process for NZMA champs. There was a brief discussion about updating some photos of Board members and a history section. JC indicated that he is happy to stay on Board until end of current term and to continue with website and *Vetline* work.

7. NZMA Board Job Allocations:

AS lead a discussion on job allocations amongst Board members which covered the following roles/responsibilities:

- President - AS
- Vice President - CT
- Secretary - SF
- Board meeting minute secretary - DS
- Treasurer / overseas event entries - SF
- ANZ / NZMA liaison - AS
- Constitution – CT & SF
- Handbook (including OMA handbook) / NZMA bylaws - CT (coordinator), MC & MW – review after SGM and aim for it to be available at NZMA champs
- Strategic Plan - AS, DS & SF
- Liaison with LOC records officer at NZMA champs – MW. Need to have record application sheets and chase up results and technical information for NZMA records. Championship records from results.
- Records: National – SF; NI – CT; SI – MW
- NZMA Membership database – AS & MW
- *Vetline* – JC & DS. New roles in seeking advertising and promotion – AS indicated that this could be done outside of Board but urged that we all need to be more proactive regarding *Vetline* if it to remain successful. AS indicated the printer has provided name of a possible person to seek advertising. SF indicated that he needs to be informed of advertising arrangements and supplied with details to be able to send out invoices for advertising.
- Website – JC plus training of AS & MW
- WMA / OMA – AS, SF & CT
- Merchandise – KGG
- Personnel – KGG – including recognition of achievements and deaths
- Stadia – MC – needs clarification of what it covers

- Non-stadia / Technical – MC
- NZMA Athlete of Year Awards – CT (coordinator), MC & KGG. Jim Blair needs to know winners to organise trophies.
- Funding – AS, SF & CT eg for website, for assisting officials with accommodation/travel for NZMA champs
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8. Special General Meeting 6 August 2016 at 5.30pm Novotel Ellerslie, Auckland:

Matters to be discussed:

- a) Draft MoU between NZMA & ANZ on sharing membership information

AS indicated that we are now up to version 12 of the MoU following the latest feedback from ANZ CEO Linda Hammersley. He reiterated that it was about sharing information on membership with ANZ. There was a wide ranging discussion on what is meant by sharing and the different types of membership classes, such as ‘competitive’ and ‘social’ as well as what happens with life members. AS indicated that ANZ has provision in their database for NZMA membership and believes that the Board can set a \$0.00 fee for ANZ competitive members.

There was a discussion on the wording of the MoU and the Board agreed on the following changes:
First section under intention

- 4th bullet point amended to read – “The intention of this partnership is to work together to promote master’s athletics as part of the ‘athletics family’.”

Under NZMA roles and responsibilities (p1 & 2)

- Delete 2nd bullet point (as membership is via Centres)
- Amend 4th bullet point by deleting “(less the ClubNet transaction fee)” (as NZMA will have its own online entry system for championships)
- Amend 5th bullet point by deleting “Track and Field”
- Amend 6th bullet point by deleting “paid via ClubNet (less the ClubNet transaction fee)”
- Amend 9th bullet point by adding references to best performances so that it reads as “NZMA will maintain a system for processing records / best performances and will maintain a records / best performances database for NZMA records involving track and field plus best performances for non-stadia events.”
- Amend 11th bullet point by changing “providing” to “assisting with”

Under the ANZ roles and responsibilities (p2)

- Amend 6th bullet point by changing “Privacy Act” to “Privacy Amendment Act (Private Sector) 2000”
- Amend 9th bullet point by adding after “Competition”, “and under NZMA Rules of Competition”.

AS to check with Linda Hammersley regarding whether the paragraph on fees is needed.

AS pointed out that an appendix outlining which Championship events each group (ANZ Competitive & NZMA Competitive Members) can compete in has been added to the MoU. It has been suggested that if the MoU is accepted, then only ANZ Competitive Members will have full access to all non-stadia master’s championships. In reality, very few non-club NZMA members take part in these non-stadia events. Removing this option from NZMA members will have very little impact on our current members, but gives a clear indication to ANZ that NZMA supports the club system.

It was suggested that if both NZMA and ANZ agree to the terms of the MoU then the common seals need to be affixed to copies of the document and 3 people need to sign for NZMA – 2 Board members and secretary.

It was commented that the next set of NZMA membership cards maybe the last ones and they could become lifetime numbers (like those for ANZ members).

JB encouraged the Board and Centres to be more explicit in recognising 5 year age groups for masters in results.

b) NZMA Fees and *Vetline* costs

It was noted that NZMA membership fees were set at the last NZMA AGM in February at \$45.00 (including *Vetline*), on the understanding that if the MoU is accepted at a SGM, then the fees will be reviewed accordingly.

Based on this assumption, AS outlined that the costs of short run digital print copies of *Vetline* he had obtained from the printer we currently use (Alpine Printers) was very high with 50 copies costing \$15 each and 200 copies \$12 each, whereas print runs of 1000 and 2000 copies have unit costs of \$2.50 and \$1.80 respectively. Thus the option of making an electronic version of *Vetline* free to NZMA and a subscription cost for hard copies was not viable. To ensure *Vetline* remains viable, *Vetline* is to be included in all NZMA membership fee options as per previous years but optional for all ANZ masters. This issue will be reviewed

The Board then discussed membership fees and *Vetline* subscriptions. If the MoU is accepted, then the recommended membership fees for 2016 -2017 season will be as follows.

That the Board recommends to the Special General Meeting the following fees and charges commencing 1 September 2016:

- *NZMA competitive member \$60.00 including Vetline subscription*
- *NZMA social member \$45.00 including Vetline subscription*
- *ANZ competitive member \$0.00*
- *Vetline subscription (to ANZ members) \$25.00*
- *Overseas Vetline subscription \$60.00*

M Wray / K Gillum-Green Carried

Note: All masters who intend to compete at any ANZ or NZMA (OMA & WMA) Championship events must be a Competitive member of ANZ or NZMA. Currently there are 15 NZMA members who are ANZ Social Members, who may have to change their membership option.

9. Constitutional Matters and Handbook:

Depending on what happens at the SGM, there will be some constitutional & by-law changes required to reflect the new membership options. It was agreed that possible constitutional & handbook changes will be worked on and presented at the next Board meeting, with the view that constitutional changes will be presented for approval at next AGM in March 2017. The updated / revised version of the handbook will be posted on the NZMA website and paper version available by request.

That the report be received. C Thompson / M Clarkson Carried

10. Membership and Database:

As part of the discussions about NZMA membership fees, AS tabled ANZ & NZMA membership database figures as follows:

- Currently 549 NZMA members.
- 1204 Active Competitive ANZ members (30+ as at 31st December 2016). 169 are also NZMA members.
- 759 Active Social members (30+ as at 31st December 2016). 15 are also NZMA members.
- 365 non-club NZMA members.

The dropping membership over time indicates that sharing membership with ANZ is a positive way forward to embrace all masters who participate in athletics. While it does not guarantee that ANZ

masters will attend our events, it does remove the 'two fees' barrier. It will then be up to club NZMA members to help promote our events to the master's club athletes who have never attended before.

(Note: Membership figures indicate we are an aging population, with fewer members joining clubs. In 1992, 92% of NZMA members were also club members, compared to 66.5% now.)

That the report be received. A Stark / S Foster Carried

11. Vetline:

DS spoke to his written report, including indicating that he would still like broaden the range of contributors. MW indicated that he would approach Roger Robinson and potentially there could be articles reproduced from the Wellington Scottish newsletter "On the Run". Similarly there could be material in the Waikato Bay of Plenty Masters newsletter.

That the report be received. D Shaw / M Wray

13. Merchandise:

KGG gave a verbal report and indicated that at the end of June there was \$4,562 in the merchandise account. Purchase of new uniforms had reduced this to \$3800. She indicated that the new singlets have been modified around the neck and underarms. However she was disappointed with the quality of the crop tops. She confirmed that a track suit is available for \$120. An image of the track suit to be sent to JC for putting on the website.

That the report be received. K Gillum-Green / M Wray Carried

14. Championships:

AS indicated that he had reviewed the generic programme for the NZMA T&F champs and given the numbers competing in the M30-64 Long jump felt it should be moved from Sunday morning to 4pm on Friday. There was a discussion on starting the 10000m earlier on Sunday morning with 8.15am being agreed and a consequential move of 200m heats to 9.30am if required.

AS indicated that the SI champs in Timaru would be similar to last year. CT indicated that he had checked with Jen Fee and Manawatu/Wanganui are on track for the NI champs in November.

DS spoke to his written report on the 2017 NZMA champs in Nelson and indicated that he would like the Board to set the NZMA levy so that it can be incorporated into the entry form and budget. It was noted that the LOC can set the fees for individual events. It was indicated that some gear maybe able to be borrowed from other centres, such as weight throws from Canterbury and Otago and officials arm bands and other new gear from Wellington. There was also a suggestion that we offer free accommodation for some key officials and grant funding could be applied for to cover this cost. It was also suggested that we get Trevor Spittle or Heather O'Hagan to appeal for officials via the ANZ website and officials newsletter.

There was a discussion on whether we can put women in the men's 5000m race so that they have more competition. It was agreed that current best times be requested on the entry form. It was

suggested that the entries be looked at after they have closed and then decide on whether some age groups are merged. AS offered to assist LOC with this.

That the report be received and that the NZMA levy for the NZMA champs be \$25 and \$20 for the NI and SI champs. C Thompson / M Clarkson Carried

CT spoke to the Indoor Champs on 24 July and indicated that 32 entries had been received so far. Hurdles included for the first time and a couple of outdoor track races are scheduled. Health and safety issues with 60m hurdles so it will be contested over 50m.

That the programme for the NZMA Indoor Champs can include 50m hurdle events and that 'best performances' be established for two years.

C Thompson / A Stark Carried

The schedule for national and island champs was discussed. A nine year roster for the NZMA champs was discussed and the following order was to be confirmed on the website by SF for the next 5 years:

- 2018 Northland
- 2019 Canterbury
- 2020 Hawkes Bay/Gisborne
- 2021 Taranaki
- 2022 Auckland

The 2019 NI champs to be in Whakatane (Waikato – Bay of Plenty)

15. Records:

Supporting information still needed for P Hanson and M Parker. AS to follow up M Parker's as performance at last ANZ T&F champs should be OK if have the supporting paperwork. W Doyle's approved since last meeting.

There was a discussion on our inability to accept any WMA records at the World Masters Games in Auckland as the programme is not sanctioned by WMA and that we need to inform our members of this. We could however consider NZMA record applications from the Games if all procedures and requirements are met. AS explained that the WMA age-graded tables have not been upgraded for all individual age grades, only for 5 year ages.

16. International and Oceania:

WMA General Assembly in Perth on Sunday 30 October 2016 with Sebastian Coe present. CT to be the NZMA appointed delegate with MW as a reserve.

The OMA Council meeting on 3 November 2016 will be attended by SF.

17. Non Stadia:

MC reported that at the NZ Cross Country Championships that race numbers will start with age eg 65XX and that we can present medals to master's athletes.

18. Stadia / Technical:

AS indicated that the Oceania Throws Pentathlon will take place between mid-September and mid-October this year. He will check regarding Australia having a national throws pentathlon around the same time.

19. General Business:

Board to be accommodated at the Saxton Lodge in Nelson for March 2017 Board meeting and AGM. DS to follow up on booking.

Alan Dougal had raised the issue of seeding for sprints when there are no heats. To be discussed at next meeting.

20. Next Board Meeting:

Saturday 8 October 2016 at Auckland Airport.

There being no further business the meeting closed at 3.30pm.

Confirmed this 27th day of July 2016.

Andrew Stark

President NZMA