

## NZ Masters Athletics Board Meeting



### Minutes of the Board meeting held on Sunday 6 December 2020

#### Utilising Zoom and commencing at 3pm.

Present: Andrew Stark (AS) (President), Michael Wray (MW) (Vice-President), Stewart Foster (SF) (Secretary/Treasurer), John Campbell (JC), Ian Carter (IC), Claire Giles (CG) and Derek Shaw (DS) (Minute Secretary).

Apologies: None

#### 1. Welcome:

The President welcomed members to the third NZMA Board Zoom meeting.

#### 2. Minutes of the previous Board meeting held on 20 September 2020.

*That the minutes of the Board Zoom meeting held on 20 September 2020 be confirmed as a true and correct record.* A Stark / D Shaw Carried

#### 3. Matters Arising and Actions:

- \* P3 DS had resent the document with the changes to the Constitution for signing by SF, AS and JC, with AS to lodge with registrar of Incorporated Societies.[lodged now?]
- \* P3 NZ Masters Games have requested that a free advert for the Games in Whanganui in February 2021 be put on our website. Various members indicated that they didn't believe there was any significant crossover from NZ Masters Games to NZMA champs so it was decided to decline their request.
- \* P3 SF has booked accommodation in New Plymouth for Board members and accompanying partners. Some Board members have sorted out their travel, while others are still to complete that.
- \* P3 SF has circulated draft roosters for NI & NZMA champs for discussion.
- \* P3 MW had sorted medals for NZMA 10000m champs held the previous weekend.
- \* P3 AS yet to put an advert on Facebook for merchandise to get orders.
- \* P4 MW, AS and DS had a zoom meeting to discuss further changes to Constitution and DS has circulated a report for the meeting.
- \* P4 DS has amended 1 page Strategic Plan to include a survey of members and circulated it to Board members.
- \* P4 SF has advised DS cost of half page advert for Norfolk AMA champs.
- \* P5 DS indicated that he had proposed various changes through Athletics Nelson to ANZ's Competition Regulations and circulated them to Board members and other potentially interested clubs.
- \* P5 SF reported that the process of adding IC as a signatory to ANZ account is not yet been completed and will continue to work on this.

MW indicated that he had sent the link for joining up via website to Centre secretaries for them to promote the on-line membership option. So far 12 have signed up via website.

SF requested that he be kept informed regarding memberships via the website. He also indicated that Centre secretaries need to be reminded about sending in membership returns.

#### 4. Presidents Report:

AS indicated that he had been very busy with Athletics Canterbury matters, including the regular interclub meets, meetings with various people and discussion with the sub-group of the Board looking at the NZMA Constitution.

#### 5. Secretary's Report:

SF had distributed a copy of the inward correspondence since the last Board meeting. It included emails regarding possible Life Membership of OMA for Bob Schickert.

He indicated that there had been a Health & Safety incident at a Waikato-Bay of Plenty Masters 'Have a Go Day' on 15 November 2020. AS has a copy of the report which apparently indicates there were some deficiencies, including no Health & Safety briefing. SF said there were a set of NZMA H&S rules put together in 2017 which he will distribute to Board members and Centre contacts. He also suggested that friendly a reminder be put in Vetline regarding Health & Safety and the ongoing need to be aware of risks and dangers especially with throwing events and to emphasise the need for such mitigations as putting signs up and taping the area.

Actions:

- SF to distribute NZMA H&S rules to Board members and Centre contacts.
- DS to ensure there is a reminder about H&S in next Vetline.

#### 6. Treasurer's Report:

SF had circulated the financial report to 30 November 2020, which showed a balance of \$19,640.86 although it was noted that \$3648 was payable to Otago Masters for entry fees for the SI Masters T&F Champs.

#### 7. Vetline:

SF had prepared and circulated a report on the costs associated with printing and posting out Vetline and the declining number of subscriptions. He indicated that the cost per delivered copy is now more than twice the \$25 subscription rate and the print run is now at 300 copies which is below the bulk discount postage rate. He believes that we can no longer sustain the costs of producing hard copies of Vetline and posting it out to members and subscribers. He raised the question of whether we should move to an electronic version. AS had circulated links to the e-newsletters that are now produced by both Australian Masters and British Masters.

There was general discussion on the costs of producing and publishing and distribution of hard copies of Vetline along with the need to perhaps seriously reconsider the function, format and frequency of Vetline and other communications we undertake to members/subscribers and to the wider audience of masters athletes.

In light of the amendment to the Strategic Plan agreed at the last Board meeting to “undertake a survey of members to obtain their feedback on our organisation and key issues facing NZMA” it was agreed to include questions in the survey on Vetline and our communications.

It was noted that survey monkey or mail chimp could be used for such a survey. It was agreed that the draft questions would be circulated to Board members for feedback before the survey was distributed at the end of January 2021. The survey results and ideas suggested would then go to the next Board meeting at end of February 2021.

Actions:

- AS and JC to work on draft questions for a survey of NZMA members plus our ANZ club members who have participated in our championships and to circulate these to Board members for feedback before survey is distributed at end of January 2021.
- Other Board members to send suggested questions or ideas on questions to AS and JC.

It was noted that there is very little mention of masters athletes in the Athletics NZ weekly and monthly newsletters. Local masters should be encouraged to send masters results, particularly when there are performances worthy of note to ANZ for their weekly roundup report.

#### 8. Championships:

##### SI T&F Championships

CG had circulated her report on these champs that was also intended for Otago Athletics and Otago Masters, who jointly co-hosted the meet as it was combined with the SI Multi champs and an Otago interclub meet. Her report noted that the weather conditions were favourable for many outstanding performances with numerous SI and NZ records broken. She thanked Otago Athletics and all the officials for their contributions to making it such a successful weekend.

She noted that there were a number of hitches such as:

- programme timing and availability of officials on the Friday evening;
- use of both NZMA and AO online entry portals caused some mixing of genders and ages as well as splitting of some age groups across two races;
- small race numbers made it difficult for camera officials to determine placings;
- lack of a designated health professional on site for the duration of competition.

Various recommendations were made to enable improvements to be made for future combined meets. It was noted by Board members that the moving of the 400m from Friday to Saturday was not well received by some Masters athletes who ended up with a compressed schedule of events, while others who had travelled took off a full day from work only to find they ended up with no event on the Friday.

It was reported that there would not be any SI Multi champs next year in Dunedin – only Otago interclub and SI masters to cover the hire charges of \$360 per hour. It was agreed that we need to insist that the NZMA programme is run with both 400m and 3000m on Friday.

##### NZMA 10000m Championships

MW reported verbally on these champs which were held as part of the Agency 10000m meet in Wellington on 5 December 2020. He had bought medals to cover the NZMA 5-year age groups up to the 75+ age group. There were 53 masters runners who entered and 46 who started, which was the highest number in any 10000m championships. Unfortunately, there were no entries from SI masters. There were podium presentations for the medallists, and one new NZMA national record and one new championship record. Otago's Oli Chignell had run an impressive 28:48:30 in the premier race which was the fastest 10000m on NZ soil for 12 years. MW regarded it as a very successful event and had indicated that we are keen to do it again next year.

#### NZMA T&F Champs

AS has discussed the 2021 champs in Inglewood with Karen Gillum-Green. Ribbons are coming from China and medals will be sent up from Christchurch. He has supplied the NZMA programme and entries will be via the NZMA entry portal.

#### Roster for NI and NZMA Champs

SF had prepared a draft roster for these two Champs for discussion. It proposed that the NI champs be in Manawatu-Whanganui in 2021, which raised the question of whether it should be in Palmerston North or Whanganui.

#### Actions:

- IC and/or AS to approach ANZ's Hamish Meecham to ascertain whether he thought it might be possible to work in with the local track club in PN. SF to also talk to Frances Bayler.

Wellington and Auckland are proposed to be hosts for the NZMA T&F champs in 2022 and 2023 respectively.

#### 9. Strategic Plan:

DS had amended the Strategic Plan as agreed at the previous meeting and had circulated the amended version in tracked changes. This encompassed a new action "To undertake a survey of members to obtain their feedback on our organisation and key issues facing NZMA ...". There was general agreement on this amended wording.

#### 10. NZMA Constitution:

The Board Subgroup of AS, MW and DS to consider possible changes to the constitution had a zoom meeting on 2 December and DS had distributed a report on the draft changes for discussion at the full Board meeting. Changes were proposed to sections:

- 6.0 Registered Office;
- 7.1 Membership Criteria;
- 7.2 Membership Categories;
- 8.0 Registration Fees;
- 9.0 NZMA Board with 2 new clauses 9.3 and 9.4.

SF raised a general query about proof of age when joining NZMA and ANZ clubs as it is usually required when going to World Masters champs. Others mentioned that ages given are usually accepted by clubs and masters centres, while at Worlds a copy of passport is needed when picking up race packs.

There was general agreement on all the proposed changes, except for the new clause 9.3. It was decided that it would be better to be split into two clauses, with the first one to cover the term of office and the second one to cover ensuring that there is continuity of Board members and how to transition to a rotation policy to ensure a degree of continuity. Members to check out how other organisations achieve such a rotation. DS to sort out some new wording and circulate it before the proposed changes are finalised in order to be circulated on the 26 January 2021 for consideration at the AGM on 26 February 2021.

Action:

- DS to check for a rotation policy in other constitutions and sort out revised wording for 9.3 and 9.4 and circulate it to other Board members for feedback to enable proposed changes to be finalised and distributed on 26 January 2021 for consideration at the AGM.

#### 11. Oceania Masters Throws Pentathlon Challenge:

AS gave a verbal report on this challenge, which had attracted 24 women and 15 men in NZ, plus a group in Australia. The NZ entries were mostly from master's athletes in Canterbury, Auckland and Waikato – Bay of Plenty. Some have paid while others had still not paid and he needed to chase them up.

Action:

- AS to finish sorting out the results for the challenge and chase up those still to pay.

#### 12. Oceania Masters Athletics (OMA):

OMA Virtual Event in January 2021

A flyer promoting this challenge had been produced in Norfolk Island to help maintain interest in the postponed OMA Champs in Norfolk which are now scheduled for 10-14 January 2022. It is on facebook but not yet on the NZMA website. It was agreed to encourage NZ participants to submit their own results directly. It was noted that only one event result per person could be submitted.

OMA AGM on 22 January 2021 via Zoom.

SF reported that Secretary Hazel McDonnell is working on the agenda and the meeting will take place around 5 or 6pm. The agenda will include the nomination of Bob Schickert for Life Membership and some possible changes to the OMA Constitution. There was a need to discuss the appointment of the NZMA delegates.

*That A Stark and M Wray be the NZMA delegates to the OMA AGM on 22 January 2021.*

J Campbell / C Giles

Carried

#### 13. NZMA Athlete of the Year Awards:

Following discussion on whether there would be sufficient results to consider award winners for 2020 given the impact of Covid-19 on the postponement and cancellation of some major events, it was agreed to still proceed with the 2020 awards. It was felt that was still sufficient events with the NZMA T&F champs, NZ Cross Country Challenge, NZ Road Champs and SI Masters T&F Champs. MW indicated that there will be a need to look at regional centres road and cross country champs and to also actively encourage submissions from centres. It was noted that we don't have to award them for all categories if not merited. Nominations to be in by **1 February 2021** and encouraged via

Vetline, website and email to regional centres. It was noted that the draft preliminary notice of the AGM includes mention of the award – both athlete of the year and service / merit awards.

Actions:

- DS to ensure the next Vetline has a note on lodging nominations for the awards.
- MW to put a note on the website encouraging nominations for the awards.
- MW to prepare a list long of contenders and to be joined by IC and CG on reducing this down to a short list and winners.

#### 14. Website / Promotion:

It was felt that we need to make more use of ANZ communication avenues such as their coming events, weekly round ups and monthly newsletters by being more proactive with supplying relevant material on master's events and performances.

It was pointed out that some email addresses on the website don't work while others are directed on to personal email addresses. We are allowed up to five such emails as [admin@nzma.org.nz](mailto:admin@nzma.org.nz) and [secretary@nzma.org.nz](mailto:secretary@nzma.org.nz). JC indicated that they could be deleted or deactivated.

Action:

- That AS and JC take a look at the email addresses on the website.

#### 15. Merchandise:

Due to international events being either postponed or cancelled as a result of the Covid-19 pandemic there had been no sales recently.

#### 16. ANZ Competition Regulations:

AS reported that he had a discussion with Rod Symes, convenor of the ANZ Regulations Sub-Committee, about the proposed changes received from Athletics Nelson and Athletics Taranaki with regards to Masters events at the NZ Cross Country, Road and Road Relay Champs. The various proposals are close to going out for submissions from interested clubs, centres and individuals, before the Sub-Committee considers all submissions and then makes their recommendations to the ANZ Board.

#### 17. Notice of 2021 NZMA AGM:

SF had circulated for discussion a preliminary notice of the AGM to be held on 26 February 2021 commencing at noon. Various suggestions from Board members were incorporated. The venue will be the upstairs lounge at the TET Stadium in Inglewood.

SF is keen to be informed of Board members travel arrangements. He has booked accommodation for Board members and those partners attending at the Autolodge Motor Inn, 393 Devon St, New Plymouth.

#### 18. Next meeting: **Thursday 25 February 2021 at the Autolodge Motor Inn commencing at 1pm.**

Meeting closed at 6.40pm

Signed as an accurate record of the meeting

Chairperson

Date