

NZ Masters Athletics Incorporated Board Meeting



Minutes of the Board meeting held on Saturday 4 November 2017

Wellington Airport Conference Centre, Wellington commencing at 8.40 am.

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

Apologies: Karen Gillum-Green (KGG)

1. Welcome:

The Vice-President took the chair and welcomed members to the meeting and indicated that Andrew Stark and John Campbell would arrive at around 9am.

2. Minutes of the previous Board meeting held on 24 June 2017.

That the minutes of the Board meeting held on 24 June 2017 be confirmed as a true and correct record.

I Carter / S Foster

Carried

3. Matters arising: There were no matters arising that were not on the agenda for the meeting.

4. Strategic Plan:

DS reported that he had made amendments to the draft NZMA Strategic Plan 2017 – 2019 following points raised and discussion at the June Board meeting. He indicated that in terms of the proposed actions, he had assigned them as ongoing, year 1 or year 2. A tracked changes version of the revised plan had been circulated to the Board. The Board members provided further feedback, amendments, and additions. DS to incorporate these changes and then to assign actions to particular people and these could then be checked at each meeting.

5. Secretary's Report:

SF spoke to his written report. He raised the issue of checking the results of masters aged athletes competing at Athletics NZ meets for possible records. It was agreed that it would be up to the athletes to apply for any records.

SF will organise venue for next Board meeting and AGM once we set date and he knows Board members travel arrangements.

He has set up a program for entries to WMA champs in Malaga, Spain 4-16 September and reported that entries are due to open around 1 December 2017.

That the Secretary's report be received.

S Foster / C Thompson

Carried

6. Treasurer's Report:

SF indicated that the NZMA annual accounts have been sent to our auditor and that GST deregistration is underway and is also with our auditor. A final GST adjustment may be needed.

AS and JC joined the meeting and AS took over chairing the meeting.

There was discussion on continuing to have a separate account for merchandising activity and to set up an on-line payments system. The merchandise account is with Westpac, which allow internet payment from accounts (two people to authorise). As on-line payment facilities for the NZMA main

cheque account is not possible, it was proposed that we close the main account and move our business to Westpac. This could be done in March, following the NZMA Championships.

That another 02 account be set up with Westpac for merchandise with the three authorisers being SF, AS and CT. A Stark / J Campbell Carried

Once the new Westpac 02 account has been setup, AS suggested we look at using Xero accounting software, to make it easier to produce annual accounts in the future. SF agreed and is to investigate.

It was also suggested the once we have the new portal set up on the Athletics NZ site, we could use this option to handle NZMA membership renewal, sell Vetline subs to ANZ members and handle all uniforms sales. It was agreed that whoever looks after merchandise in the future should claim reimbursement of their expenses/costs, rather than use a petty cash system.

The financial report to 31 October 2017 and depreciation schedule for year ended 31 August 2017 had been circulated by SF.

That the Treasurer's reports be received. S Foster / D Shaw Carried

7. President's Report:

AS tabled copies of his report which indicated the main areas he has been dealing with. These included:

- i) NZMA Members List – ANZ changed to a new system in April (which doesn't indicate birth dates) and want all members to move to self-registration. As yet no NZMA non-club members have been entered into the new system as it has to be done manually. NZMA members could add their own details. However, a better initial approach, in order to get accurate details of NZMA members into the ANZ system, would be for us to enter them directly over the next six months. Membership lists are used for Vetline mail out, hence why details need to be accurate. MW offered to help add them to the new system. In the future we could have a local Centre master's person with log in access or we leave it entirely up to individual members. More discussion needed before a final decision is made.
- ii) Vetline – only 2 responses regarding possible reduction to 3 issues per year – 1 each way.
- iii) Website – AS thanked JC for his ongoing work on website. He indicated that he receives the enquiries from the website. AS has created two NZMA e-News since July, plus a bulk email to all members about upcoming championships – SI, NI and Oceania Championships.
- iv) Oceania Throws Pentathlon Challenge – held between mid Sept and mid Oct. Numbers down this year. The wet weather cancellation in Auckland contributed to this.
- v) NZMA T & F Championship Programme – Working with Nigel Stewart (LOC Northland) to make changes to programme. These include: no road walk, 3000m on Friday and 5000m on Sunday. Currently checking track and field layout to ensure events can run as per programme.
- vi) OMA Championships in Dunedin – continuing to work with LOC.
- vii) Records Certificates – these have been done and sent out, including for indoor champs.

There was discussion on whether NZMA should adopt the OMA 'no advantage' rule with respect to race walking to help encourage participation. It was acknowledged that final decisions still rested with the race walking judges.

That NZMA adopt the OMA rules regarding the judging of race walking with respect to the South Island, North Island, and NZMA Track and Field Championships to help encouraged increased participation. A Stark / M Wray Carried SF abstained

That the President's report be received. A Stark / D Shaw Carried

8. Correspondence:

The letter from Murray Clarkson (Waikato Bay of Plenty Masters) dated 3 August 2017 had been referred by the Secretary to Board members and was discussed. The Board discussed the issues raised which included recognising records set at World Masters Games in Auckland, Board meetings, Vetline and the NZMA website. Secretary to respond to the letter.

9. Island, NZMA and Indoor championships:

AS indicated that entries for SI champs were down on last year – in low 40s, but would hopefully be boosted by late entries. He intended to contact KGG to suggest extending entry deadline for NI champs without penalty and communicate this via e-News.

AS and CT have been assisting the LOC for the NZMA Championships in Whangarei with various issues including getting the camera working with Sportscore. Various suggestions of who may be able to assist were discussed. There was support for the Board making a donation to help get the situation sorted if that was needed. It was also suggested that an application could be made to 4th World Games Trust to assist with getting specialist officials to Whangarei, plus also a possible financial contribution by NZMA. CT has also been assisting with the borrowing of pole vault equipment from Auckland Athletics.

CT circulated his report on the 2017 NZMA Indoor champs which indicated that with 43 entries received for the third year of these champs, slight down on last year. He reported that unlike last year there were no technical issues with the gun and photo finish equipment. The pole vault was a new event and was held the previous day. The shot put continued to be very popular. Barfoot and Thompson kindly sponsored the event.

10. Vetline:

DS spoke to his Vetline report, which indicated that a combination of factors contributed to the lateness of the October issue, including receiving some material late from contributors. He felt that it had a more diverse range of articles of interesting articles than usual. There was discussion on the need to review the time frame for acceptance of copy for Vetline with a suggestion that it could be increased from a month to six weeks prior to desired delivery date.

The Board discussed whether to continue with four issues per year or reduce to 3 issues per year as signalled in the Presidents report in the July issue. It was pointed out that the current subscription covered 4 issues in the current financial year.

That we continue with 4 issues of Vetline for this financial year and review the number of issues before the next financial year.

A Stark / C Thompson

Carried

It was mentioned that we could submit material on master's athletes for the fortnightly ANZ Athletes in Action newsletter.

11. Website and Facebook:

JC spoke to his email of 8 September 2017 regarding the possibility of advertising on Facebook to try and attract more members. He suggested diverting some of the promotional grant that is available to centres but generally not taken up, to centres that are for example hosting SI, NI and NZ champs. MW indicated that they had success in Wellington with very limited cost (\$25) and range. AS suggested it could be used for promotion of a 'have a go' category at Island champs or by local centres for a 'have a go' campaigns for eg 4 times / year and perhaps also include cross country and road, then coordinate and list such 'have a go' events on NZMA website.

DS to check paper entries at NZMA champs in Nelson and supply list of names and addresses to Northland LOC for the option of them posting out entry details to them.

12. Strategic Plan (continued) / Job Descriptions:

AS indicated that Athletics Canterbury's Strategic Plan 2017 – 2022 has been slimmed down to a one pager with three priority areas and measures to help achieve the objectives for each priority area. DS agreed to investigate if we can come up with something similar. This will be used to develop job descriptions and tasks list of by whom and by when. CT suggested we describe our current roles and tasks and endeavour to have this completed by mid-December (circulated by e-mail).

All current Board members, except for KGG (not standing) & JC (not sure), have indicated that they will be available for re-election.

There was discussion about roles and workloads and AS indicated that his total volunteer workload for both OMA / NZMA / CMA and Athletics Canterbury was too large and was adversely impacting on his ability to generate personal income, being self-employed. MW offered to take over AS's role in updating the South Island records and cover both North and South island championship records.

That the Board recommends that the Secretary / Treasurer roles continue to be a joint position for the next year. A Stark / D Shaw Carried

It was agreed that we would work to get NZMA members into the ANZ system and then look to phase over to Centres managing this or individuals entering themselves through on-line registration. MW agreed to take a look at this.

JC indicated that he would like the Board to consider recompensing him for some of the work he does with the website and *Vetline*. He was invited to come back with estimates of time and tasks by end of November.

13. 4th World Veteran Games Trust:

Grants had been lodged by Canterbury Masters (\$25k) to assist with the new track in Christchurch (CMA putting in \$35k) and Otago Masters (\$4k) to assist with hosting Oceania Masters champs, plus standard grant for NZMA Champs in Whangarei. The question was raised as to why the NZMA Board is involved in 4th WVGT decisions. Given NZMA President & Treasurer sit on this Board, this extra step of grant applications being approved by NZMA first, seems unnecessary. To be discussed at next 4th WVGT AGM in March.

14. Records for approval:

SF had circulated applications by Ron Johnson (M85) for shot put (8.52m) and hammer (24.99m) and Anne Goulter (W50) for pole vault (2.31m). He also indicated that since these had been circulated that there was an application from Brayden Grant (M35) for 400m (49.27s). He indicated that all three ticked all the boxes.

That the NZ record applications by Johnson, Goulter and Grant be approved.
M Wray / I Carter Carried

That a Records Committee consisting of M Wray, S Foster and C Thompson be formed to approve records. A Stark / I Carter Carried

It was noted that the records would now only go to full Board for their information unless there special circumstances that required consideration by the full Board.

It was agreed that the words 'best performances' be removed from the track & field records on the website as distinction from records is far too subtle. 'Best performances' still apply to non-stadia events.

15. International / Oceania Masters:

The OMA champs are scheduled for Townsville in 2019 Dunedin and would then be somewhere in the Pacific before again being in New Zealand. MW indicated that Wellington Masters had signalled an interest in hosting the 2023 OMA champs. SF mentioned that the bid would need to be put to the OMA AGM in January 2018 in Dunedin.

16. Stadia / Non-stadia / Technical:

It was noted that at the NZ Road Championships in Christchurch that race numbers were coloured coded to distinguish between the under 50 and over 50 Masters grades. There was still a difference in medals between those for these 2 grades and the 5 year age groups – probably because there was still stock of the smaller 5 year age group medals. It was indicated that ANZ regulations currently require two different types.

It was noted that officiating at NZMA events does not currently count towards grading of officials.

That the NZMA Board write to Athletics NZ and request that NZMA events be able to count towards the grading of officials. A Stark / M Wray Carried

SF had circulated a paper on IAAF rule changes that was prepared by Heather O'Hagan for a recent meeting of Waikato officials.

The Board was supportive of a masters 10,000m track race and 10,000m track walk at the ANZ 10,000m Championship in Inglewood. There is a question of who takes the fees and provides the medals with several options. MW to talk to Gareth Archer about the options.

SF indicated that from the 2018 / 2019 season, each of the 'Classic' meets will have a NZ championship event such as a mile and 3000m.

The question was raised as to whether smaller masters centres should be obligated to hold NZMA Track and Field Championship or should they only be held in major centres because of easier travel and more people to help organise them. This to be discussed at NZMA AGM.

17. Constitution / Handbook:

There was discussion on the paper circulated by DS on possible changes to the Constitution. There was general support for the election of the Board at large at the AGM and the Board determining office holders for the following year and for the ability to co-opt members to the Board, but not for a maximum term for Board members. CT and DS to discuss possible changes further and prepare material for discussion at the AGM.

CT in his written report indicated that the 2017 version of the constitution that the Secretary has now filed this with the Companies office. Further changes will be needed in future with the new Incorporated Societies Bill expected to be in place by 2022.

CT reported that the 2017/18 handbook was completed and available on the NZMA website.

18. 2017 NZMA Athlete of the Year Awards:

CT reported that the subcommittee for the awards and colours has been compiling a spreadsheet of performances and will be targeting centres and athletes who have not submitted application forms by the year's end date. MW will update his findings after the Island championships.

With respect to colours awards it was agreed to look at 95% performances at WMG in Auckland would be recognised but not gold medal winners as happens for WMA events.

JC left the meeting at 2.35pm to catch his flight.

19. General Business:

Board members travel to Whangarei. Members urged to book asap to ensure cheap flights and ensure arrival by planned time of next Board meeting on Thursday 1 March at lunch time. It was indicated that the Sierra Motels complex was close to the track.

[Post the meeting members were urged to book their own accommodation.]

Next Board meeting – 1 March 2018 at 1pm in the Triggs Sport Arena

NZMA AGM – 2 March 2018 commencing at midday.

Meeting closed at 3pm.

Signed:

President