

NZ Masters Athletics

Minutes of the NZMA Board Meeting held on Sunday 24 March 2024 via Teams commencing at 7.30pm.

1. Present:

Andrew Stark (AS) President, Ian Carter (IC), Brayden Grant (BG), Dale McMillan (DM), Hayden Robinson (HR), Carolyn Smith (CS) and Derek Shaw (DS) Minute Secretary.

2. Welcome:

AS welcomed everybody to the Teams meeting and in particular new Board member Dale McMillan. He indicated that we would normally have our annual face-to-face Board meeting preceding the AGM and NZMA T&F Championship but only two Board members were available. However, he would like continue this practice next year.

3. Minutes of Board meeting held on 27 November 2023

That the minutes of the Board meeting held on 27 November 2023 be accepted as a true and correct record.

I Carter / D Shaw

Carried

4. Matters arising:

None arising that are not on the agenda.

5. President's Report:

AS summarised activities since the previous meeting:

- Organised the NZMA T&F Championships, including setting up GameDay entry portal & files in Meet Manager, created & printed programmes, race numbers, organised medals and processed results. He also undertook many of these activities for the SI Masters T&F Champs in Nelson in January. He indicated that these tasks were not NZMA governance roles, rather they were tasks utilising the skills he had learnt via his various roles within Athletics Canterbury. He acknowledged that these tasks were very time consuming and that he is now being contracted & reimbursed by Athletics Canterbury during the track & field season. The Board acknowledges and appreciates the difference and were very comfortable with him being paid for such non-governance work, should he continue doing this work on behalf of NZMA.
- Received correspondence from Stewart Foster and Joan Merrilees and had further discussions regarding the future of Oceania Masters Athletics (OMA).
- Continued interaction with fellow 4thWVGT Trustees. Planning a Trust AGM during April. Need new trustees asap and suggestions are welcomed.
- The LOC for the 2025 NZMA Champs has been created with members of Athletics Auckland and Auckland Masters Athletics working together. Sent numerous documents to LOC and had a Teams meeting, outlining what is required and what support NZMA offers etc.
- Discussions with Athletics NZ (ANZ) re: timing of NZMA Track & Field champs in 2024-2025 season. Still no closer to a finalising a date.
- Discussions with Hamish Meacheam (ANZ) regarding access to GameDay database for Master's Centres. ANZ had agreed we can supply database to Centres as long as it is

not over used ie: sending out too many e-mails. Noted that Otago and Waikato Bay of Plenty masters centres are keen to be able to access local ANZ members to increase participation of masters-aged athletes.

- Uploaded all transactions from ANZ bank account into XERO and done reconciliation. Anna Lynch has setup automatic bank feeds. Funds have been distributed to Tasman and Canterbury masters resulting from SI Masters and NZMA T&F champs and to other Centres for regional levies collected via NZMA online membership portal.
- NZMA Results. Sorted out the age-graded factors used in Meet Manager for NZMA individual and combined events results. They were correct for 5-year age groups, but not for individual years. Should now be pretty correct. **AS** will correct the age-graded % used for **DMs** 800m run which was part of her pentathlon record
- Been to XCM (uniform supplier who is also used by Athletics Canterbury) to sort out the 'cut' of the women's singlet (it was unisex design, but too big around armholes). Ordered some sizes 8 to 14 of the new design. Requested up-to-date pricing for the three items we have sold previously (collared t-shirt, polo shirt & wet weather top) with the intention of promoting them and obtaining advance orders via website and then getting them made up prior to OMA Championships in Fiji. Board agreed with offering these three items.
- Also spoken with another uniform supplier CODE who have a larger range and could run a 'shop' on our behalf which would mean there was no need for capital outlay. Will follow up to see if there are other items we might be able to sell.
- Sold a few NZMA uniform items at NZMA Championships and via e-mail. Did a stock take after NZMA champs and there appear to be 5 items missing. May need to chase up payments for items taken at NZMA champs but not yet paid for.

6. Secretary's Report – Correspondence:

- OMA updates from Stewart Foster, Joan Merrilees, and Hazel McDonnell (Sec, OMA) with notice of OMA AGM on 5 June 2024, nomination form for OMA Office Bearers and promotional flyer for OMA champs in Suva, Fiji 1-8 June 2024 (all circulated to Board).
- Several requests for info about being involved in masters athletics.
- Info about entering OMA & WMA events.
- Sent links to authorise NZMA members for WMA events.
- From Noni Callander expressing disappointment at the lack of coverage by Athletics NZ post NZMA T&F Champs. It was noted that this may have been due to NZMA not supplying any material.
- E-mail from Ian C regarding NZMA Board issues, to be discussed.
- Correspondence from Robert Lyle regarding NZ Police & FENZ involvement at our T&F championships. It was indicated that there may be 30 athletes who could be interested and it would be useful to know what events they are interested in. There was support for including Police and FENZ personnel as well as military people.

7. Treasurer's Report – Financial Statements:

- **AS** has a meeting this month to set up **BG** and **HR** as authorisers on ANZ Direct account after having to start from scratch again to get this done.
- Reconciliation of NZMA Account up-to-date.

- Profit & loss and Balance sheets as at 24 March 2024 were circulated. The profit and loss sheet as at 24 March 2024, indicates a net surplus of \$11,056 in the current financial year, which means that our total assets now total \$86,834.46.

8. NZMA Structure, roles and responsibilities:

AS had included a list of issues in the agenda that he felt the Board needed to discuss. He indicated that he was not expecting that they would all be resolved at this meeting, but wished the Board to think about where we can improve and do better in the future.

- He raised the question of whether we should go back to electing Board officers at the AGM or continue with appointing Board members to various office positions and roles. It was acknowledged that it has been difficult to fill all traditional Board positions from within the Board, but it was felt that the previous approach of seeking nominations and, if need be, have elections at the AGM was not necessarily going to ensure all positions would be filled. There was general agreement with continuing with the current approach and revisiting this issue when looking at the required new constitution in the next 18 month.
- The Board agreed to proceed with allocating various positions, roles and responsibilities. The following were decided by Board resolutions:
 - *That Andrew Stark be Chairperson.* I Carter / D Shaw carried
 - *That Ian Carter be Secretary.* B Grant / H Robinson carried
 - *That Derek Shaw be Minute Secretary* I Carter / A Stark carried
 - *That Hayden Robinson be Treasurer.* I Carter / C Smith carried

AS to check whether Anna Lynch can continue to offer assistance with preparing financial reports.
- The Board also proceeded with confirming / allocating the following roles and tasks:
 - Promotion of NZMA and Liaison with Athletics NZ - Carolyn Smith;
 - Website / Social media (Facebook) – Hayden Robinson, Brayden Grant (Facebook) and Andrew Stark (website);
 - *Vetline* Editor – Derek Shaw; layout and provider of several hard copies - Andrew Stark (formatting);
 - Records – Brayden Grant;
 - Athletes of the Year Awards, Performance and Service Awards – Ian Carter and Derek Shaw.
- Review of the criteria for the Athlete of the Year Awards. There was Board support for such a review. **IC**, with **DS** to assist, to initiate the process through circulating a report to the Board outlining current criteria, issues that have arisen and possible changes.
- Review of the Awards dinner. Board discussed possible barriers as to why more people, including the finalists, don't attend the Awards dinner. Agreed to trial a different approach at the 2025 NZMA T&F Champs in Auckland. Agreed to discuss with the Auckland LOC the idea of a BBQ at the end of Saturday's programme at the venue in a more relaxed approach at a more modest cost which could be incorporated in the entry fees.
- Review of SI, NI and NZMA Championships. **AS** raised the challenge of timetabling the field events at NZMA champs, especially if the number of throwers continues to increase and back up circles and cages are not available (as at Nga Puna Wai). May

need to look at such options of starting throws earlier on the Friday, reducing the number of throws from 6 to say 4, and moving the throws pentathlon.

- Liaison with Masters Centres representatives - **AS** and Board via Teams or Zoom meeting. **AS** urged Board members to think about whether there are some non-governance tasks that we could offer to centres or individuals and whether they should be reimbursed for them.
- Medals – **AS** needed to check the number of gold medals remaining, but was hopeful that there are enough medals for next year’s NZMA T&F champs. **AS** will report back to next meeting and Board can discuss whether the current approach of the Board purchasing medal stock and LOC’s supplying the ribbons should continue.
- Question of whether NZMA should consider becoming an Athletics NZ club? **IC** reiterated his support for a NZMA club that joins Athletics NZ, as he felt it would encourage more masters athletes to take part in non-stadia ANZ championship events. Members joining could have the options of paying levies for regional ANZ centres as well as ANZ levies and enable them to take part in regional and national ANZ events. There was general support for considering a NZMA club membership of ANZ. **IC** agreed to circulate an updated version of his earlier paper to assist with further discussions, including with Masters Centre reps.
- As indicated in his president’s reports, **AS** has had discussions with a possible alternative uniform provider CODE who could run an online shop on our behalf. Could be discussed at the next Board meeting if Board wants to pursue this approach further – perhaps for additional clothing items, such as a hoodies or collared tops.
- Questions relating to possible paid administration role or any other role and how we could promote NZMA via Athletics NZ, Facebook and website were not discussed, but could be discussed with Centre reps and / or at next Board meeting.

9. Oceania Masters Athletics Information:

OMA Council AGM is set down to begin at 3pm on 5 June 2024 at the HFC Stadium in Suva, Fiji. The closing date for nominations for office bearers is 5 April 2024. There was some discussion on the role of OMA following the establishment of a Commission as a ‘subcommittee’ under Oceania Athletics Association. **AS** will seek clarification on why OMA Council is still needed as he understands that that the Commission would run OMA Champs. Stewart Foster has indicated that he is keen to stay involved in OMA. **AS** will forward his nomination to OMA.

That the NZMA Board nominate Stewart Foster for the position of Treasurer of Oceania Masters Athletics Council. A Stark / D Shaw carried

DM may be going to the OMA Champs and could be a NZ delegate. If Stewart Foster and Joan Merrilees are going, **AS** will ask if they are prepared to be a NZ delegate.

10. Fourth World Veteran Games Trust:

AS reported that the grants from the Trust for hosting the NI, SI and NZMA champs have been paid. **AS** is still working through the process with the current Trustees (Rob McGregor & Stewart Foster) re: succession planning, clearly documenting all relevant information / procedures about the working of the Trust. As we have done with NZMA, **AS** suggests this information needs to be stored electronically, in a secure Dropbox

folder that all Trustees have access to. Ensuring the Trust has the appropriate number of Trustees is complicated by **AS** holding more than one of the designated Trustee roles. He is hoping to confirm a date in April 2024 for an AGM of the Trust when other current trustees are available.

11. NZMA Championships Update:

North and South Masters T&F Championships are confirmed for Whangarei on 29-30 November & 1 December 2024 and Christchurch on 17-19 January 2025 respectively. Still waiting for confirmation of date of NZMA T&F Championships in Auckland due to congested busy season and availability of Mt Smart Stadium. Hoping they will be one or two weeks before the ANZ T&F Champs in Dunedin 13-16 March 2024. Auckland Masters are keen to use Mt Smart Stadium as it has recently had a \$3m upgrade.

12. Constitutional Matters, Strategic Plan and Handbook:

Stewart Foster has kindly supplied two documents to assist with the changes to the NZMA Constitution to ensure it will comply with the new legislative requirements. **DS** indicated that Sport NZ and Athletics NZ are apparently working on a template to assist with working through the required and optional changes. **AS** to follow up with ANZ on progress. **DS** suggested it could be timely to review and update the NZMA handbook after the revised constitution is completed.

13. NZMA Records:

BG has been updating NI, SI and NZMA records following these three championships plus other new records achieved at other meets. He sought advice on whether Athlea Mackie was eligible for NZMA NZ records. Following discussion and noting that our rules are silent on whether athletes need to be NZ residents or hold NZ citizenship and that she is a member of North Harbour Bays club which is affiliated with ANZ it was concluded that she is eligible for NZMA records.

That NZ record for Athlea Mackie be approved. B Grant / I Carter carried

It was noted that Sally Gibbs had on 22 March 2024 broken the WMA world record for W60 5000m, in addition to the NZ record. **BG** indicated that the process to get this recognised was in hand, which required her NZMA record to be recognised first.

14. General Business:

- Centre oversight by the NZMA Board. What is the Board's responsibility?
DS suggested that we put this on the agenda for the meeting with Masters Centre reps and ask what their thoughts and expectations are?
- Frequency and dates for Board meetings. It was agreed we should try for every two months. Forthcoming dates for Board meetings are:
26 May 2024, 28 July 2024, 29 September 2024, 24 November 2024 and preceding the AGM in February 2025.

Meeting closed at 9.58pm.

Signed by President

Date