



SUMMARY MINUTES

Meeting of the Board of Directors

Friday 28 June 2013

Auckland

Attendees

Annette Purvis (Chair), Trevor Spittle (Deputy Chairman), Steve Hollings, Cameron Taylor, Alan McCauley (via teleconference until 12pm), Malcolm Phillipps, Patrick Meffan.
Also in attendance: Roger Carruthers (adviser), Scott Newman (CEO) (from 10.15am).

The Board offered their sincere condolences to the Cantwell family following the passing of Lesley Cantwell in Tahiti while representing New Zealand at the Oceania Championships.

MINUTES AND ADMINISTRATION

Minutes of the previous meeting of 19 April 2013 were taken as true and correct.

Matters arising from the previous minutes

- Annette, Trevor and Scott gave an overview of business conducted at the Oceania Congress. The key outcomes for New Zealand were identified as our strengthened relationships in Oceania, particularly with Oceania Council and the IAAF with the President Lamine Diack and Jee Isram from the IAAF Member Services Department in attendance.
- Cameron provided an overview of the NZOC Congress noting that the Members Forum provided an opportunity to discuss some of the issues and challenges faced by NSOs. The Integrity in Sports panel, led by Australian Olympic Committee Chair and IOC Member John Coates highlighted the need for vigilance in the face of doping, match fixing and irregular sports betting.

MONITORING PERFORMANCE

CEO Report

- The financial surplus of \$52k to the end of the 2013 financial year was noted as a good result, particularly given the additional expenditure incurred through the restructure and relocation.
- Steve Landells has commenced his part-time role as “feature writer” supporting Brett in the organisation’s communications.
- The progress with the member management system implementation was discussed .All registrations from 1 April 2013 are being entered into the new database. A presentation will be held at the Annual Conference and a working group of 4 staff has been established to work through the on-going implementation and issues as they arise.
- Discussion was held in regard to the future of the Association Levy. It was agreed that the Scott should develop a proposed way forward and present this at the next full Board meeting.
- The employment of a financial support and admin person based in Auckland was approved.
- A price and scope for a financial processes review has been recieved. The Board supports this review and has asked that potential funding streams be considered.

- Business Plan Progress Report was received.
- The Key Metrics report was received. This was the first review of the potential key metrics and feedback and further refinement is to be considered.

Financial reporting

- The audited accounts were tabled for Board approval and sign-off. The EOY financials were approved.
- Debtors remain in hand.
- Two resolutions to apply for funding were approved.

STRATEGIC ISSUES & DECISIONS

Strategic Plan

The Board considered the latest draft of the updated Strategic Plan. The Plan reflected the recent changes to the 2015 targets.

Risk Plan Review

The Risk Plan was reviewed.

Discussion was held in regard to the processes surrounding the passing of Lesley Cantwell in Tahiti. A Critical Incidents Protocol is being refined to reflect some of the processes followed.

Annual Conference Programme

The latest draft programme for the Annual Conference was discussed and a recommendation made in regard to the timing of the By-Laws session.

The 2014 AGM date was tentatively set as Sat 9th August 2014 in Christchurch.

AGM Remit

The Board considered the one remit submitted for consideration at the AGM. The remit seeks to give the President a right to attend and contribute to all Board meetings.

Following a detailed discussion of the proposal by all Board members it was felt that the remit would not be supported by the Board. The Board's discussion noted that it holds the office of President in high regard and that the purpose and intent behind the role had been part of the recent comprehensive review of Athletics NZ's governance structure. That review had been wide ranging and had concluded that the office of President should be a non-board position, as reflected in the new Constitution. The Board considered this in detail and also discussed the wider impact of the proposed change, including on the sport's overall governance structure and the requirements of the Constitution. The Board's conclusion from these deliberations was that it recommends against approving and will not be supporting the proposed remit. The Board also noted that it is of course open to dialogue on important matters relating to the sport with any person holding the office of President.

Life Membership

The Board approved a nomination for Life Membership to be awarded at the Annual Conference.

Sub-Committee Updates

The Team Selection Panel advised that the Commonwealth Games policy was nearly finalised, following a great deal of work.

Board Minutes

The Board discussed the disclosure of its full minutes to members and the general public. The following points were considered-

- Desire to be transparent to all members and stakeholders
- Matters of commercial sensitivity being disclosed that may impact on the success of new commercial opportunities
- Not best governance practise and survey of major sports supports this view

The Board agreed that summary minutes only would be made available to all members and stakeholders. It was felt that this would balance the boards desire to be transparent against its role to ensure a successful and viable organisation.

Close and Next Meeting Date

The next meeting will be held immediately following the AGM.