

**Manawatu Triathlon Club Committee Meeting: Monday 8 May at 7.00pm**  
**MINUTES – MTC Committee Meeting**  
**Venue – Dave Scott’s house – Russell Street.**

**PRESENT** – Dave Scott (President), Barrie Eccles (Treasurer), Richard Coxon (Vice-President), Andy Martin, Geoff Bendall, Glenys Taylor, Ashley Phillips, Tammy Reed & Leteia Cornwall (Secretary).

**APOLOGIES** – Murray Rasmussen, Kevin Nicholson & Awa Melbourne.

**MINUTES**

Moved that the Minutes of the last meeting be taken as read, and are a true and correct record.

Dave Scott/Geoff Bendall

**CARRIED**

**MATTERS ARISING FROM THE MINUTES**

- Glenys has started looking into a Health & Safety Policy relevant to what’s required for Clubs.
- Lots of information was found from SportNZ.
- Discussion around what relevant risks will need to be considered.
- All minor risks also need to be accounted for, but noted as being ‘minor’.
- Recognition of increase in membership numbers.
- Would be interesting to know why others have not renewed their membership (aside from the already known ex-member’s reasons)

**FINANCIAL REPORT**

Financial Report as at 6 May 2017 tabled below (as emailed to Committee).

Balance Summary of Accounts:

ASB Cheque Account	\$ 5,959.84
ASB Oncall Account	\$ 4,652.08
ASB Term Deposit (*6)	\$ <u>108,276.06</u>
<b>Total Bank Balances as at 06/05/2017:</b>	<b>\$ <u>118,887.98</u></b>

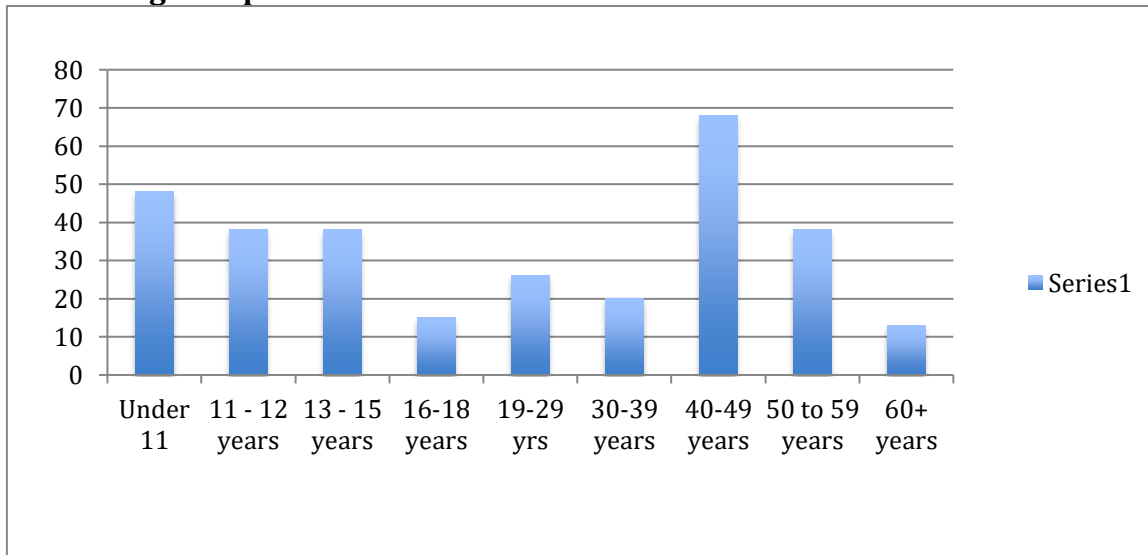
Current membership at 07/05/2017:

Committee	12
Honorary	4
Life Members	5
Paid members (2016-17)	293 (9 more than last meeting)
<b>TOTAL</b>	<b>314</b>

Adult Members – 108; Youth – 74; Family Members – 130 (from 29 families).

- 19 Season Pass Members from 2015/16 still to rejoin.
- 102 Club Members from 2015/16 still to rejoin.
- Gender split – 147 Female, 163 Male.

**Present Age Graph:**



Accounts for Approval Meeting 28 May 2017	Amount	Date Pd	Paid	Code
Love My Sport 2017 March Coaching	\$240.00	5/04/17	yes	254
Easi-stor Self Storage (30/3/17) Auto Payment	\$95.00	auto	yes	227
F3 Coaching 2017 Tammy Reed 2017 March Coaching	\$800.00	5/04/17	yes	258
Freyberg Community Pool Hire for kids tri Series	\$750.00	5/04/17	yes	274
Freyberg Community Pool Hire for primary tri Champs	\$210.00	5/04/17	yes	266
F3 Coaching 2017 Lane Hire with Ice Breakers	\$136.00	5/04/17	yes	258
F3 Coaching 2017 Freyberg Session 1/4/17	\$50.00	5/04/17	yes	258
Blackout Power Products 2017 Extendable Barrier Arms	\$138.00	5/04/17	yes	480
Xero 2017 March to 2017 April Fee	\$47.44	20/04/17	yes	217
Lido Aquatic Centre 2017 Splash & Wash Lane Hire	\$320.00	20/04/17	yes	264
Lido Aquatic Centre 2017 Saturday Swim Lane Hire	\$480.00	20/04/17	yes	254
Love My Sport 2017 April Coaching	\$240.00	3/05/17	yes	254
F3 Coaching 2017 Tammy Reed April Junior Coaching	\$800.00	3/05/17	yes	258
Barrie Eccles 2017 Office for helpers following Athlon 2017 event	\$51.40	3/05/17	yes	263
Bellaives 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00	3/05/17	yes	241
Tori Bendall 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00	3/05/17	yes	241
Bellaives 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00	3/05/17	yes	241
William Leong 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00	3/05/17	yes	241
Sam Phillips 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00	3/05/17	yes	241
Luke Scott 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00	3/05/17	yes	241
Adam Martin 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00	3/05/17	yes	241
Nelson Doolan 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00	3/05/17	yes	241
Meg Thomas 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00			241
Kate Thomas 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00			241
Angus Paterson 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00			241
Jessica Ogden 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00			241
Molly O'Connor 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00			241
Tyler Mumby 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00			241
Lucy Evans 2017 Grant for Primary & Secondary Schools National in Whanganui	\$50.00			241
Manawatu District Council Hire Makino Pool for Athlon 2017	\$725.50			263
F3 Coaching 2017 Junior Lane Hire	\$112.00			258
NZ Transport Agency (probably pay B Eccles) 2017 Trainer Reg N452L (due 3/6/17)	\$35.57			225
TOTAL	\$5,980.91			

Moved that the tabled accounts be approved for payment.

Barrie Eccles/Glenys Taylor  
**CARRIED**

### Points to Note:

- Noted that there might be a typo re 2x Bella Ives – one might need to be Bella-Rose Lloyd.
- Still chasing up Sport Manawatu for outstanding payments due.
- Re-done Kid's Tri Balance Sheet to allow for a coding error.
- Two term-deposits are coming up for renewal – suggested to reinvest for another six months.
- Thanks given for the funding coming through for the Kid's Youth, Junior and Academy training programme.
- Rechecked decision to only financially support kids participating in the NZSS Triathlon Champs in the Triathlon event only, not the Aquathon event.

## **GENERAL BUSINESS**

### 1) Next Event – 14 May:

- Next event will definitely be at Makino, using the inside pool as the last leg for the Triathlon option.
- Makino can provide 5 lanes, so the Long Course can do this twice (up/down in the same lane, hop out and do again).
- There will be a 'mass start' and everyone will finish in the pool, even though the last timings for the duathlon will be once they cross the last blue mat in transition. This allows for everyone to hand in their transponders at the same place.
- Layout and transition to remain the same and setting up Saturday afternoon.
- Discussions around the logistics regarding entering the pool/doing the swim leg.
- There will be another push to get the road closed.
- Non-slip carpet will be used to make it safe around the pool, especially for the long course doing two lots of 250m.
- Final decision regarding timings and coordination of courses to be finalised.
- Suggested to see if Makino can extend our booking until later (and only two lanes for the Short Course.)
- Glenys to organise Marshals again (maps to be provided).
- Noted that hopefully a group from the Whanganui Triathlon Club will be coming over.
- Unfortunately, Shaz's coffee is unavailable for this event.
- Prize-giving to be awarded after the event (11am at the latest).
- Noted one complaint from a local Feilding resident regarding the frequency and disruption of running events at Makino.

### 2) Training:

- City Fitness can no longer provide any more Spin Classes.
- Consideration over other options to be pursued.
- Proposal of option of purchasing several wind trainers for the club/youth group to use.
- World Masters Games might also have some left-over wind trainers available.
- Massey might have enough room to provide spin classes.
- Discussion around offering Yoga classes again.
- Proposed to follow up on availability – do a ten-week block initially and then re-evaluate.

Motion that Yoga to be organised to start as soon as possible, spending no more than \$1,000 initially.

**MOVED:** Dave Scott/Andy Martin

**CARRIED**

### 3) Youth Training and Academy:

- The recent funding also involved approved monies to be spent on equipment.
- Any funds not spent or any changes must be reported back to the funding agency.
- This funding is to be used over the next three school terms.

- Funding has a three-year timeframe before you should become self-sustaining.
- Thanks given for all the work gone into these successful funding applications.
- There are now 64 kids enrolled in this programme – the first term was about 38, with only 3 children not re-enrolling for the second term.
- Explanation given regarding networking with other clubs and working in with their sessions and currently lane space/hire is very scarce and Makino is the only one available for Term 2.
- Final planning of sessions can now be finalised, post receiving successful funding, hence the delay until now.
- Nine hours of coaching can now be sustained financially.
- Training Peaks is used to show planned sessions.
- It's very prudent that this programme is "Club run" and not "Coach run."

Motion that the Club accepts the funding from KiwiSport and ECCT and approve the coaching hours and expenditure associated with these funds. **MOVED:** Dave Scott/Barrie Eccles

**[1 abstaining]  
CARRIED**

#### 4) General Business:

##### STRATEGIC PLAN:

- Suggested for a revised draft to be bought back to Committee for further review and approving.

##### T-SHIRTS & LOGO:

- Logo can now be generated in high resolution for the Club to have ownership over.
- No invoice within the two boxes of t-shirts – follow-up needed.

##### LOCK-UP:

- Further discussions needed regarding solving the current lock-up space and there the expense associated with this.
- The biggest amount to reallocate is all the timber and signage for the large signs.

## CORRESPONDENCE

### INWARDS

28/03/2017	Email	Tammy Reed	MTC meeting and documents
28/03/2017	Email	ECCT	Building stronger, more sustainable communities
28/03/2017	Email	Triathlon NZ	#TRIBEPROUD Newsletter
29/03/2017	Mail	ECCT	Letter received confirming \$4,000 in funding
30/03/2017	Email	Rebecca Buchanan	Club Tri Champs enquiry
31/03/2017	Email	Chris Sanson	Invoice for Saturday mornings
07/04/2017	Email	Ironman Triathlon	Get to the finish line with IRONMAN U
07/04/2017	Email	Martin Skinner (Manawatu District Council)	Your CAR application for Triathlon, Feilding, Manawatu has been closed
08/04/2017	Email	Manawatu Striders	Marathon/Half Marathon
11/04/2017	Email	Triathlon NZ	#TRIBEPROUD Newsletter
12/04/2017	Email	Submitica	You are added as a Participant to a CAR in Submitica
13/04/2017	Email	Sport Manawatu	Sport Manawatu April 2017 Newsletter
13/04/2017	Email	Sport Manawatu	Customer Relationship Management System
19/04/2017	Email	Martin Skinner	Your CAR Application for Makino Triathlon has been approved
20/04/2017	Email	Whanganui Multisport	Workshops and Newsletter
27/04/2017	Email	Awa Melbourne	Manawatu Triathlon dates unclassified
01/05/2017	Email	Barrie Eccles	Next event issues
01/05/2017	Email	Tammy Reed	KiwiSport Outcome Large Fund
02/05/2017	Email	Triathlon NZ	#TRIBEPROUD Newsletter
03/05/2017	Email	Chris Sanson	Invoice from Love My Sport
03/05/2017	Email	Barrie Eccles	Update on 14 <sup>th</sup> May event
03/04/2017	Email	Tammy Reed	Junior Membership
04/05/2017	Email	Tammy Reed	Invoice for Junior Program Lane Hire – final invoice for Term 1
05/05/2017	Email	Sport Manawatu	RST Stakeholder Survey Feedback

05/05/2017	Email	Martin Skinner (Manawatu District Council)	Your CAR application (No.E416381) for Triathlon Makino Pool, Triathlon, Feilding, Manawatu has been closed.
07/05/2017	Email	Tori Bendall (via Barrie)	
07/05/2017	Email	Barrie Eccles	Finance Report for 8 May 2017

#### OUTWARDS

28/03/2017	Email	All email addresses	Latest information and updated series calendar
28/03/2017	Facebook Messenger	Laurel Winiata	Reply to request re. assistance with Cure Kids Red Walk
29/03/2017	Email	Current Committee	Next Committee Meeting...
30/03/2017	Email	Whanau Tri Volunteers	Information for Whanau Tri Volunteers
02/04/2017	Email	Current Committee	Minutes from March Meeting
03/04/2017	Email	Dave Scott	Old MTC Facebook page
20/04/2017	Email	All email addresses	Next Club Event – Sunday 23 <sup>rd</sup> April...
20/04/2017	Email	Current Committee	Availability for next event?
21/04/2017	Email	All Current Members	Info for Sunday...
24/04/2017	Email	All Current Members & Recent Attendees	Info from Facebook post...
03/05/2017	Email	All qualifying members attending NZSS's events	Email letter from Barrie advising of funds allocated

Moved that all Inwards Correspondence be accepted and Outwards approved.

Dave Scott/Barrie Eccles  
**CARRIED**

#### Meeting finished – 8.36pm

Thanks to Dave for providing drinks and nibbles 😊

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#### TASKS:

Who:	To Organise:	Done:
Dave	Change/update address details on Swipe	
Dave	Delete second Tri Club (Youth Development) Facebook Page	
Dave, Kevin & Tammy	Start initial discussions around training/planning options for Club Members inc. Youth Programme etc	
Kevin & Tia	Kevin to send through info in regards to the Mobile App for further info to be emailed to members	
Glenys	Start the process for the Health and Safety Policy	IN PROGRESS
Andy, Tammy & Richard	To follow-up with Ohakea and keep 'live' for the future – and canvas further 'options'	
Awa, Richard & Murray	To review Race Director Checklist/Policy	
Murray	Order more 'buzzy-bees' and replace the broken ones	
Tia	Resend email re Strategic Plan and any amendments to be emailed to Dave	DONE

**Next Meeting: Monday 5<sup>th</sup> June 2017 – 7.00pm (Dave Scott's house)**

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President: D Scott

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Date