

**Manawatu Triathlon Club Committee Meeting: Tuesday 10 January at 7.00pm**  
**MINUTES – MTC Committee Meeting**  
**Venue – Dave Scott’s house – Russell Street.**

**PRESENT** – Dave Scott (President), Barrie Eccles (Treasurer), Andy Martin, Richard Coxon (Vice-President), Murray Rasmussen, Kevin Nicholson & Glenys Taylor.

**APOLOGIES** – Geoff Bendall, Ashley Phillips, Awa Melbourne, Tammy Reed, Clare Hopkins & Leteia Cornwall (Secretary).

**MINUTES**

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

Dave Scott/Barrie Eccles

**CARRIED**

**MATTERS ARISING FROM THE MINUTES**

- Dave has spoken with Chris – down to one Coach on Saturday mornings, cutting the swim session to one hour only and then either a run/bike afterwards informally.
- Discussion around the negotiation process that occurred after the last meeting and in making access to the Youth Development Programme free for all child Club Members.

**CORRESPONDENCE**

**INWARDS**

|                        |                    |                           |  |
|------------------------|--------------------|---------------------------|--|
| 2.12.2016              | Email              | Barrie Eccles             | Finance Report and Suggestion for Feilding   |
| 4.12.2016              | Email              | Megan Brunel              | Advertising Triathlon Event in the Philippines (Nov 2017)                          |
| 4.12.2016              | Email              | Chris Sanson              | 2x Invoices & Training Update  |
| 5.12.2016              | Email              | Tom Hug                   | Application to work as a student in NZ   |
| 29.11.2016 - 6.12.2016 | Email              | Karen Williamson          | Ice Breaker Aquatics Sponsorship of I Tri'd the Tri Series advertisement           |
| 7.12.2016              | Email              | Tammy Reed                | MTC Flyer & Registration Form  |
| 7.12.2016              | Email              | Tammy Reed                | Junior email address (@outlook)  |
| 8.12.2016              | Email              | Brad Cassidy              | Sport Contacts Database  |
| 9.12.2016              | Email              | Whanganui Multisport      | Whanganui Multisport Club New Developments   |
| 13.12.2016             | Email              | Ella Brogan               | 2016 IronMan 70.3 Taupo – Ironman TriClub Podium                                   |
| 13.12.2016             | Facebook Messenger | Zoe Taylor (Whanau Tri)   | Enquiry in regards to engaging the Whanau Tri Programme with the Manawatu Tri Club |
| 14.12.2016             | Facebook Messenger | Chris Sanson              | Feedback from Members etc  |
| 14.12.2016             | Email              | Cheryl Hirschberg         | Athlete Travel Grant enquiry   |
| 14.12.2016             | Email              | Tammy Reed                | Notification of session dates/times for Junior Training programme                  |
| 15.12.2016             | Email              | Aimee Perrett             | Request to advertise F3 Newbies Flyer + video 2017                                 |
| 19.11.2016             | Email              | Zac Topping               | Central Energy Trust Manawatu Sports Awards  |
| 19.11.2016             | Email              | Barrie Eccles             | Update about Awa Melbourne   |
| 21.12.2016             | Email              | Adriana Woloschuk         | Club enquiry   |
| 22.12.2013             | Email              | Zach Robert               | Club enquiry   |
| 22.12.2016             | Email              | Manawatu District Council | CAR Application for Feilding Tri Series Event has been approved                    |
| 23.12.2016             | Email              | Anna Russell              | Merry Christmas and Thank You  |
| 29.12.2016             | Email              | Shane Parlato             | Membership enquiry   |
| 3.1.2017               | Email              | Triathlon NZ              | #TRIBEPROUD Newsletter   |
| 3.1.2017               | Email              | Chris Sanson              | Invoice re Sat morning training  |
| 4.1.2017               | Email              | Shelly Deegan             | Appreciation of membership structure   |

**OUTWARDS**

|           |       |                               |  |
|-----------|-------|-------------------------------|--|
| 8.12.2016 | Email | All Tri Club contact database | Manawatu Tri Club Tri-Junior, Tri-Youth & Tri Academy Squads |
| 8.12.2016 | Email | All Kids Tri database         | Information regarding Ice Breaker Aquatic Swim Club          |

|            |       |   |  |
|------------|-------|---|--|
| 13.12.2016 | Email | Current Members & Kids Tri list                         | Request from overseas student  |
| 19.12.2016 | Email | All Tri Club contact database                           | F3 Newbies Programme 2017  |
| 29.12.2016 | Email | Dave Scott, Andy Martin, Jenness Fulton & Barrie Eccles | Current number of registrations for Kids Tri Series and Members/Non-Members lists requests |

#### MATTERS ARISING FROM CORRESPONDENCE

- Discussions have been had with Sport Manawatu and the upcoming Whanau Tri. It was proposed that the Manawatu Tri Club 'runs' this event as a fundraising event for the Club. Follow-up from Sport Manawatu is the next step.

Moved that all Inwards Correspondence be accepted and Outwards Approved.

Dave Scott/Barrie Eccles  
**CARRIED**

#### FINANCIAL REPORT

Financial Report as at 10 January 2017 tabled below (as emailed to Committee).

##### Balance Summary of Accounts:

|  |                             |
|--|-----------------------------|
| ASB Cheque Account                           | \$ 4,725.78                 |
| ASB Oncall Account                           | \$ 4,454.91                 |
| ASB Term Deposit (*6)                        | \$ <u>91,495.80</u>         |
| <b>Total Bank Balances as at 10/01/2017:</b> | <b>\$ <u>100,676.49</u></b> |

| <u>Accounts for approval Meeting 27/10th January 2017</u>                 | Amount            | Date Pd  | Paid |
|---|-------------------|----------|------|
| Love My Sport November Swim Training                                      | \$320.00          | 10/12/16 | y    |
| Lido Lane Hire November   | \$400.00          | 10/12/16 | y    |
| Xero 10 Nov to 9 Dec 2016   | \$47.44           | 20/12/16 | y    |
| Easi-stor Self Storage (30/12/16)   | \$95.00           | 28/12/16 | y    |
| Chris Sanson (previously approved but only just paid) Level 2 Coaching *2 | \$500.00          | 2/01/17  | y    |
| Brian Law & Associates account for help preparing accounts for annual bud | \$1,299.50        | 2/01/17  | y    |
| Love My Sport December Swim Training                                      | \$180.00          |          |      |
| B Eccles Printer Ink cartridges (half share cost)                         | \$53.53           |          |      |
| Lenka Martin misc for Kids Tri (sun block, chocs, lollies)                | \$111.97          |          |      |
| Richard Coxon gift for Award Melbourne                                    | \$100.00          |          |      |
| <b>TOTAL</b>  | <b>\$3,107.44</b> |          |      |

##### Points to Note:

- Very little action financially this month to report.
- All Kids Tri Sponsors have been invoiced.

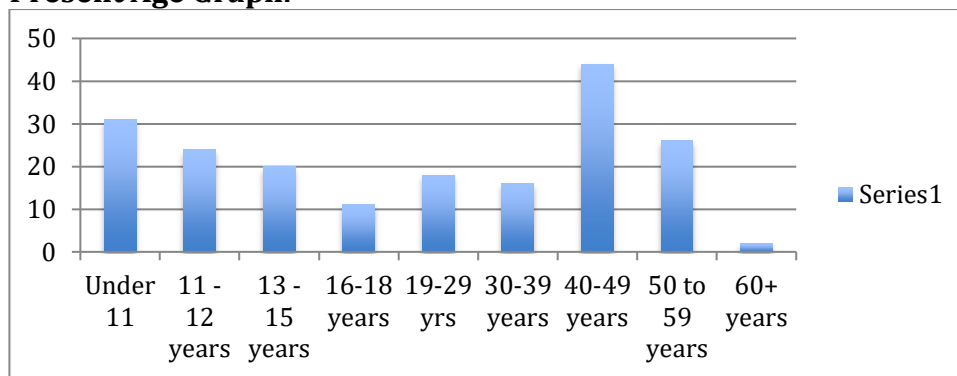
##### Current membership at 9/01/2017:

|                        |   |
|------------------------|---|
| Committee              | 13  |
| Honorary               | 4   |
| Life Members           | 5   |
| Paid members (2016-17) | 172   |
| <b>TOTAL</b>           | <b>194</b> (Note this includes 61 people who were not members previously) |

Adult Members – 75; Youth – 42; Family Members – 75 (from 17 families).

- 33 Season Pass Members from 2015/16 still to rejoin.
- 123 Club Members from 2015/16 still to rejoin.
- Gender split – 96 Female, 101 Male.

## Present Age Graph:



Moved that the tabled accounts be approved for payment.

Barrie Eccles/Glenys Taylor  
**CARRIED**

## GENERAL BUSINESS

### 1) Makino Event:

- Already received offers of help from volunteers.
- Registration will run from 8am through to the beginning of the Short Course.
- The Club has 40 'Fluro' vests for Marshalling.
- Big trailer to come into town and then load what's needed into the smaller trailer/Dave's van.
- Transition will be pre-done the day before on the Makino site.
- Mail drop has been completed.
- The flyer also included an offer for a free entry.
- Noted that there are two Churches on route.
- Timing and putting out other gear will need to be started from 7am.
- BBQ's are free to use.
- There has been some great interest from THOTU to participate and help Marshall as well.
- Race Director: Dave Scott.
- No computer signing in for registration – "sign in, collect and go."
- Penguin start for the swim – Long and Medium Triathletes to start first and then all the Duathletes after that.
- Will be of interest to see what the feedback is in regards to the Short Course event starting later – and a chance for parents doing the Long or Medium Course to then do the Short Course afterwards with their children.
- The February event will also be the Secondary Schools event as well.
- Discussion around offering and Under 14 group as well (doing the Medium Course).

### 2) I Tri'd the Tri:

- All sponsors have been followed up with.
- It's more likely that the majority of registrations will come in once school starts back.
- Most of the volunteers are people that have helped in the past.
- Facebook has been used a lot more to help promote these events.
- The sign is still not up in the Lido yet.
- Average numbers each event is approximately 650 kids.
- Sport Manawatu are also going to help push these events through their connections with the schools – in particular target the schools that have been less represented overall.
- Suggested that in time to come, the idea of having a Club Representative/Coach visiting schools for further promotion.

### 3) General Business:

#### DASH 'N SPLASH SERIES:

- Four Tuesdays starting after the Super Seven's series.

- Request for others to help run event, so as to share the options for others to participate as well.

#### SERIES RULES:

- This season the series will be eight events overall and not split between Summer/Winter Series.
- Triathlon and Duathlon options available at all events.
- Best four races qualify for points.
- Discussion around awarding 'credit' points to anyone who Marshalls an event.

#### WEETBIX TRI:

- Tuesday 21<sup>st</sup> March.
- Normally organised through Sport Manawatu, with the Tri Club being asked to help (and the Club gets paid per Marshall).

#### CLUB DOCUMENTS:

- Recent Vulnerable Children's Workshop has been held – Tammy and Will attended.
- Discussion around a recent survey highlighting a number of documents ideally needed.
- Proposed to have a formal record of all necessary policies and procedures.
- A lot of historical documentation is held in storage and electronically.
- Agreed to review all relevant governance documents.
- TriNZ have a number of support policies to refer to.
- Code of Conduct etc need to be stored altogether electronically.
- Suggested for a sub-committee to find as much information/documents and then discuss, review, adopt (after presenting updated documents at a Committee Meeting) and then filed.

### Meeting finished – 8.56pm

Thanks to Dave for providing drinks and nibbles 😊

#### TASKS:

| Who:                  | To Organise:   | Done: |
|-----------------------|--|-------|
| Dave                  | Get sausages for Feilding event  |       |
| Dave                  | To organise Volunteers for Feilding events   |       |
| Dave                  | To talk to Chris Sanson further in regards to Saturday morning trainings.                                | DONE  |
| Dave                  | Check if Murray is still 'current' with STMS   |       |
| Dave                  | To follow-up with Chris Sanson in regards to Tracy's Coaching Application                                | DONE  |
| Dave & Barrie         | Finalise course logistics for Feilding events (BBQ afterwards?)  | DONE  |
| Dave & Kevin          | To organise a formal invite for Te Hā o te Uru members to the Club's next event                          | DONE  |
| Dave & Kevin          | To re-approach Sport Manawatu in regards to consultation and the running of the Youth Training Programme | DONE  |
| Dave & Tammy          | Organise the Club logo for the Tineli Tri Suits for youth  |       |
| 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                | Organise for Kids Tri/Clubs signs to be put up at the Lido   |       |
| Andy                  | To contact Freedom Print re Kids Tri Sponsorship   | DONE  |
| Andy                  | To contact Brian Gemmell in regards to the next event  |       |
| Tia                   | Promote upcoming event further and push Membership again   | DONE  |
| Tia                   | To keep an 'Interest Register' as requested from Auditor   |       |

**Next Meeting: Monday 30 January 2017 – 7.00pm (Dave Scott's house)**

\_\_\_\_\_  
President: D Scott

\_\_\_\_\_  
Date