

Manawatu Triathlon Club Committee Meeting Monday 24 November, 2014 at 7.03pm

Venue: Palmerston North City Council, Palmerston North

Present: Dave Scott (President), Christene Brown (Treasurer), Gary Leader, Geoff Bendall, Malcolm Brown, Wendy Brenkley, Christine Matthews, Murray Matthews, John Brenkley, Barrie Eccles, Simon Brownie, Jenness Fulton

Apologies: Andy Martin

MOVED that the apologies be accepted

Wendy Brenkley/John Brenkley
CARRIED

Minutes

MOVED that the minutes of the last meeting, having been circulated, be taken as read.

Wendy Brenkley/John Brenkley
CARRIED

Matters Arising

- #15 approved without framework – for further discussion
- #23 recipients of Honoraria to pay appropriate tax. Concern regarding timeliness of payment, usually paid at end of term. Suggested to pro rata payment back if office holder leaves in 2014/15 year. Noted that it would be difficult to enforce.
- #25 Correct name of Honorary members to Super volunteers. Further discussion in General Business
- #27 Malcolm Brown suggested Race Director be appointed – he did not agree to be Race Director
- #32 Suggested reimbursement be revisited as no Constitutional right to approve. Appropriate minutes to be circulated prior to next meeting. Decision to be fair and equitable to all members.
- #33 Team Triathlon late entry fee from Monday 1st December not Thursday 4th December

MOVED that the minutes of 20 October with the above amendments are a true and correct record

Barrie Eccles/ Christine Matthews
CARRIED

Correspondence

Date	Type of corresponden	From	Summary
21.10.14	Email	Renee Barbour (Destination Manawatu)	Invitation to event managers to a meeting
22.10.14	Email	Arnie Simpson (Whanganui multisport)	Cooks gardens run training
22.10.14	Email	Tamara Reed (F3 coaching)	Invoice for level 2 coaching course
23.10.14	Email	Aimee Perrett (F3 coaching)	Invoice for level 1 coaching course
23.10.14	Email	Sheryl McLay (Shorebreak Aquatics Mt Maunga)	Links to several swim based challenge facebook pages
23.10.14	Email	Jill Roberts (NGTC)	Murray R & Murray M TC certificates due for renewal
24.10.14	Email	Jill Roberts (NGTC)	Confirmation of Murray M's booking into November TC course
24.10.14	Email	Campbell MacNeill (Sport Manawatu)	Info about the Corporate Tri Day
29.10.14	Email	Cheryl Hirschberg	Receipts and race report from China for athlete assistance grant
02.11.14	Article	Manawatu Standard/Stuff	Intense Olympic focus goes on nine triathletes (Liz Stannard & Jaimee Leader picked for development squad)
03.11.14	Email	Amie Simpson (Whanganui multisport)	Flyer & entry form for Whanganui Multisport event 'Five One Five' - MTC members to get Whanganui club entry price
04.11.14	Email	Jill Roberts (NGTC)	Reminder of Murray's booking for TC course
04.11.14	Article	Manawatu Standard/Stuff	Winning ride by siblings (Stannard siblings winning Tour de Manawatu)
06.11.14	Email	Lee-Anne Hannan (club member)	Asking if we sell any club apparel
07.11.14	Email	Whanganui Multisport	Specialized Test the Best date in Wanganui
10.11.14	Email	NZMG - sport	Info on the M2C event 2015
11.11.14	Email	Whanganui Multisport	Info on their Wednesday training sessions
12.11.14	Email	Brendon Hart (Manawatu Toyota)	Wanting a contact person for kids' tri series in Masterton
12.11.14	Article	Manawatu Standard/Stuff	Juanita Paterson wins Feilding Marathon
12.11.14	Article	Manawatu Standard/Stuff	Weekend warrior wins out (about Juanita Paterson winning Feilding Marathon)
13.11.14	Email	Campbell MacNeill (Sport Manawatu)	Response from email we sent to him regarding lack of business entries to TRC - thoughts on whether to keep Corporate Tri day
13.11.14	Email	Lainey Te Whatu (Bayleys)	Flyers and membership forms ready to collect
13.11.14	Email	Campbell MacNeill (Sport Manawatu)	Email to see if it still OK to bring along stand/marquee to promote various clubs/activities at triathlon race 1
13.11.14	Email	The Active Network	Link to complete Tri NZ Club affiliation 2014/15
15.11.14	Email	Tamara Reed (F3 coaching)	Invoice for coaching
16.11.14	Email	Manawatu Striders	Ashurst 2 Esplanade event info
17.11.14	Email	Jo Coxon (club member)	Suggestion that parents of kids aged under 10 could do medium course du in reverse so they get to do a slightly longer race
17.11.14	Email	Lynne Vautier	Thank you for photo of finishing chute
19.11.14	Article	Manawatu Standard/Stuff	Community heros honoured (Murray Matthews winning medal)
21.11.14	Email	Campbell MacNeill (Sport Manawatu)	Asking for flyer etc for team relay challenge so he can advertise it
22.11.14	Email	Rachel Thorburn (TriNZ)	Tri NZ calls for youth to try out for national talent squad

MOVED that inwards correspondence be accepted and outwards approved

Jenness Fulton/ Christine Matthews
CARRIED

Finance

Financial report to 31 October 2014 circulated by Treasurer

Moved that 600+ T shirts for Kids Triathlon be approved \$6930

Christine Matthews/Jenness Fulton

CARRIED

PASS FOR PAYMENT

COMMITTEE MEETING MONDAY, 24TH NOVEMBER, 2014.

CHEQUE ACCOUNT

MURRAY MATTHEWS – PETROL TRUCK, REPAIRS, STMS COURSE	\$400.12
F3 COACHING – TAMMY REID, SHANE REID & AIMEE PERRETT	\$150.00
DAVE SCOTT – HONORARIUM	\$1,000.00
C. BROWN – HONORARIUM	\$1,000.00
J. FULTON – HONORARIUM	\$ 500.00
W. BRENKLEY – HONORARIUM	\$ 500.00
DAVE SCOTT – REIMBURSEMENT OF CYCLE SHOES – JAKE JACKSON GRAMMER	\$ 250.00
C. BROWN – TRI NZ AFFILIATION FEE, INK, SPOT PRIZES	\$ 399.44
AMIEE PERRETT – LEVEL 1 – TRI NZ COURSE	\$ 295.00
CROMBIE LOCKWOOD – INSURANCE – TRAILORS	\$1,735.90
CHERYL HIRSCHBERG – ATHLETE TRAVEL GRANT	\$ 200.00
IMAGE AUDIO – HAND HELD TRANSMITTER	\$ 860.89
TAMMY REID – LEVEL 2 – TRI NZ COURSE	\$ 395.00
J. FULTON – LIDO POOL – SATURDAY TRAINING	\$ 55.00

KIDS ACCOUNT

ODYSSEY T-SHIRTS – KIDS TRIS	\$6,930.00
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Approval for trailer insurance payment done out of committee by email as urgent

CARRIED

MOVED that the financial report be accepted and the tabled accounts be approved for payment

Christene Brown/ Jenness Fulton

Moved that unrepresented cheque #1053 Kelly's Sports \$750 be returned to Kids account as 7 months since written

Christine Matthews/Gary Leader

CARRIED

183 previous members have not rejoined at present

Season passes ~35

General Business

- 1. Minutes recording** – Wendy Brenkley requested return to dictaphone or use of Honorarium to pay for independent scribe to increase accuracy of minutes recorded. Advised to circulate motions prior to meetings to maintain accuracy and allow due diligence to be given. Plan to continue minute taking without change at present

2. **MTC calendars** printed and ready for collection. Need to be cut into individual sheets as currently 1500 A3 sheets. John Brenkley to see if PNCC have suitable guillotine. Plan B – Simon Brownie. Plan C – Warehouse Stationery

3. **Free membership to Super Volunteers (#25)** cannot proceed without Constitutional change, also difficulty if part of a family membership. Dinner invitation suggested

Motion to modify #25 with free membership revoked. Constitution committee to look at other options for acknowledgement

Simon Brownie/John Brenkley
CARRIED

4. **Sports Person of the Year** entry limited to Cheryl Hirschberg due to time constraints

5. **Coaches contract** outlined on initial spread sheet. Coaches invoice for services. Dave Scott to ensure Lido booked

6. **Club Captain** expressions of interest request yet to be sent

7. **Youth Equipment Pool** – money proposed but no due process/framework/guidelines/costings or responsibilities outlined. Equipment provision not specified in Constitution.

8. **Last Event 16 November**

- To speed up registration trial paying prior so that those attending to data entry do not have to handle money as well. Hand to be stamped to verify payment received

2013	2014
141 competitors	120 competitors
91 members	101 members
<u>50 non members</u>	<u>19 non members</u>
<u>\$1306 income</u>	<u>\$826 income</u>

- Need to advertise sooner.
- 39 signed up on race day
- Discussion regarding cycling course – Murray Matthews to trial Left hand side to finish, Right hand side for additional laps
- Need to leave early to collect cones and need to think about limiting amount of equipment used for set up

9. **Team Relay** 7 December 2014 at Linton

- **Malcolm Brown Race Director**, Murray Rasmussen second-in-charge
- Geoff Bendall noted school entry fees \$15 yet family \$30. To revisit next year whether to offer cheaper family entry fee
- **Trophies** Barrie Eccles has received all but Corporate Trophy. Will be awarding 3 trophies: Business Team, School Team and Team of 3.¹
- Wendy Brenkley requested review of individual decision due to comment received from Club members. Advised that matter had been voted on at previous meeting so no change to decision. Could possibly be reconsidered for the April event. Teams can consist of 2 or 3 members
- Jenness Fulton and Dave Scott to send out email to see if there are any individuals seeking team members so that teams can be organised
- Simon Brownie to liase with Linton Army Camp as additional events being held 7 December
- Murray to finalise course and maps for website and display

¹ Noted at next meeting that there are only 2 trophies available (Business teams and school teams) – no trophy for teams of 3

- Spot prizes organised.
- Drinks – R Line and water. Bananas
- Request for marshals to be sent

10. Audit report to be discussed at next meeting

11. Kids Triathlon Flyers to be printed and distributed as soon as possible. Barrie Eccles to distribute. Geoff Bendall to distribute in Pahiatua

12. MTC Public Relations/Advertising Dave Scott suggested sub-committee 3-4 people: Malcolm Brown, Jenness Fulton, Jo Coxon, John Brenkley responsible for newsletter, electronic advertising and newspaper articles

13. Junior Development Squad deferred to New Year January/February

14. Youth Equipment Pool Geoff Bendall thought it was a good idea but should be limited to items such as wet suits. Wendy Brenkley suggested hireage to keep items current, sized to fit and not have the issue of storage. Sub-committee: Gary Leader, Geoff Bendall and Wendy Brenkley

15. Race Chute Moved that MTC apply for grant for Race Chute with MTC logo and advertising. Estimated cost \$5200

Malcolm Brown/Simon Brownie
CARRIED

16. Ladies Triathlon 15 February 2015

- Cycle course problematic due to altered road layout. Murray Matthews liaising with PNCC regarding best option – may need additional set up time and marshals. STMS plan needs to be approved by PNCC 6 weeks prior to event
- Entry fee \$35 individuals, \$70 teams
- Medals and swim caps to be organised
- Race director to be appointed
- Flyers to be distributed

17. Alternative Budget tabled by Christine Matthews

- Need to keep watch on income and expenditure
- GST estimated \$4000
- More fluoro safety jackets required

There being no further time for business the meeting was declared closed at 9.40pm.

Next meeting Monday 22 December 2014, PNCC Building, Square, Palmerston North at 7pm