

SUMMARY OF MINUTES BOARD OF DIRECTORS' MEETING

Meeting held on 17th March 2014

Present: Joe Stevens (President and Chairman), Peter Gayen (Vice President), Graham Billett (Finance Director), Bob Cruise, Caroline Jackman, Peter Grant, and Adam Bishop (Executive Director)

Blank Incident Sheet

Adam Bishop advised these have been made up

Reply to Port Adelaide re Synthetic Track

Adam Bishop advised a letter of reply will be going out shortly

Labor and Liberal Policies re our Priorities

Adam Bishop and Joe Stevens spoke to both candidates face to face prior to the election. ASA will be receiving \$400,000 for the upgrade of the terracing at SA Athletics Stadium regardless of the election result - the contract was signed prior to the election

Criteria for Appointed Board Members

Marketing and legal were considered possible relevant areas for prospective Board members

Stipulation Athletes and Coaches must be registered

Joe Stevens said coaches now have to be registered to come through the gate. Adam Bishop advised this was part of the fallout from a previous public liability claim. The requirements were emailed out to people. ORS are now checking that coaches meet the requirements as they come through the gate. They must be registered with Athletics Australia i.e. the only valid coaching registration that has insurance attached to it

Operational Plan – half day review

Adam Bishop advised that a half day review will be conducted with staff – possibly in April

Delegation of Authority

This relates to the issue of who approves spending and how much. The document is under development

ASA Wardens

ASA are waiting for Stadium management to formulate the EOC

TOIL

A TOIL Policy for staff was considered by the Board and, with a minor amendment, adopted

Constitution

A Draft Constitution was distributed to Board members for their comment and feedback. The Board will consider the document at its next meeting

Radios

Additional radios were considered necessary for the successful conduct of track program. Quotations for ten radios are being sought

Letter to Little Athletics

Adam Bishop advised he sent correspondence to Little Athletics after the Adelaide Track Classic. They were very appreciative and were keen to be involved again next year

Distance nights

Concern was expressed regarding the attendance at these nights it was reported that average attendance was 19.8 people. One night there were 6 people, another night 2

Risk Management Action Plan

Adam Bishop advised this document produced by Athletics Australia is quite an extensive document. To be considered at the next Board meeting

E-gun

The purchase of additional e-guns is ongoing

Announcer

Comments were made on how well announcing was done in Sydney. It is appreciated by spectators when background information about athletes is given. Research is needed to be done by local announcers

Digital Honour Board

Concern was expressed re: the delay in the finalisation of the digital display board

What Clubs Need to Achieve

To be discussed at Club Conference

Star Club Document

To be covered at the conference

Admin Person

Julie Wallis has been appointed. She will be working 19 hours a week. There were 110 applicants

Fun Run Mt Gambier

The Board approved the conduct of a Fun-Run in Mt Gambier during the coming winter season

Product and Brand Strategy – Junior Athletics Program, July 2013

This document was tabled.

Draft Athletics SA Volunteer Policy

The Board adopted a ASA Volunteer Policy.

National Relay Championships – Brisbane

It was moved that both applicants be assigned a coaching role in Brisbane

Establishment of 2014/2015 Track and Field Advisory Panel

The Board appointed Caroline Jackman to chair this Advisory panel. There will be six other members. There will be a call for nominations. The Chairperson to come up with criteria needed for membership and choose the six members

Publication 2014 “Out of Stadium” Program

This program will be published in the next week

Fleurieu Festival Sports

The Board discussed the potential for an event in Victor Harbor in April 2015. Adam Bishop indicated we had already been looking in the area

Over 35 and Over 50's Competition

The board discussed the status of over 35's and over 50's in competitions. The Board will consider recommendations of the Track and Field Advisory Panel

Next Meeting: 19th May 2014 at 7pm

Meeting Closed 10:16 pm