

The Board addresses matters of Governance, Strategic Planning and Financial Management.

Meeting Opened 6:33 pm

Present: Joe Stevens (President and Chairman), Peter Gayen (Vice President), Adam Bishop (Chief Executive Officer), Caroline Jackman, Graham Billett, Peter Grant, Jana Sims and Fiona Stevens.

Election of Chairman/President, Vice President, Finance Director

Joe Stevens was re-elected unopposed as President / Chairman. Caroline Jackman was elected as Vice President after a secret ballot was conducted and Graham Billett has been reinstated as Finance Director.

Correspondence

The Board discussed several items. These items included Affiliation fees and the possibility of accepting Adelaide University as a club, the 2016 Australian Athletics Summit - Gold Coast Minutes, and CEO Meeting action points. There were multiple items which were not discussed which included the AA Board Minutes from 16 Feb 2016, the AA CEO Meeting Agenda-Feb 2016 and Notes from the athletics provider workshop 23 February 2016. A letter regarding the Salisbury AC Lighting Support was discussed as outgoing correspondence. There was also a brief discussion relating to SAAL and ASA membership with the CEO tabling some data.

CEO's Report

Joe Stevens thanked Adam Bishop and the Staff for their work on the Adelaide Track Classic and Oceania Walks Championship. There were general discussions regarding the winter program and Committees.

Staff Reports

The Board discussed the reports provided by the Staff of the Association. In particular, the Board talked about the current manufacturing contract for uniforms, as well as the supply of officials for school events.

Finance Director's Report

Graham Billett outlined the reduction in the number of outstanding debtors. The June 30, 2016 position will become clearer after the activities in February / March are reflected in the March reports.

Governance

The Board discussed the National Insurance Program, as well as Athletics Australia's Privacy Policy which was being considered by ASA. The Board also discussed a privacy complaint against Athletics SA.

Participation and Excellence

The Board reviewed the SA Age Alignment Proposal presented by South Australia to the national CEO's conference, which aims to unify the ages and specifications between Little Athletics and Athletics.

Workforce Development

Adam Bishop spoke about the drafting of the Officiating Strategy document for 2016.

General Business

Joe Stevens raised the Life Members and Hall of Fame nominations, and the need to acquire more nominations from clubs. There were general conversations brought up about equipment, the system of registering for events, the Olympian's dinner and reviewing the CEO's KPI's.

Meeting Closed 9:10pm

The Board addresses matters of Governance, Strategic Planning and Financial Management.

Meeting Opened 6:38 pm

Present: Joe Stevens (President and Chairman), Caroline Jackman (Vice President), Adam Bishop (Chief Executive Officer), Peter Gayen, Graham Billett, Peter Grant, Andrew Tickle and Fiona Stevens.

Apologies: Jana Sims Minutes: Aislinn Young

Correspondence

The Board discussed several items that had been received. These items included an application for ASA affiliation from South Coast Little Athletics Centre, potential agenda items for the upcoming Athletics Australia AGM, a document regarding the Stadium upgrade, the AA August Board Meeting Decisions and AA Board Meeting Summary August 2016. The Board also reviewed outgoing correspondence which were the Minutes from the Club Conference dated 30/07/2016, a letter supporting an OAM nomination, and the new Apparel Supply and Sponsorship Agreement with Viv Sports.

CEO's Report

Adam Bishop began by raising the 360 Review. Adam advised that as per Athletics SA's obligations, he had contacted ASA's industry advisor to attend the October board meeting to look more closely at the feedback received. The date of the AGM was finalised and the online database system was raised as the Board discussed the future of online registration. The Board also discussed athletes relocating interstate who have received better support from Institutes, which is disappointing for South Australia but inevitable due to a lack of SASI support for athletics. Adam advised that he was working with Athletics Australia and SASI and was hopeful of securing some new support in the next month or two.

Finance Director's Report

The Board focussed on the 2016/17 Budget which was presented as a final draft. There was also mention of updating the computer systems and the costs associated with this.

Staff Reports

Joe Stevens raised the allocation of funding for the indigenous program, as the program has become centralised by AA, it was decided that there was not enough money to disseminate to the states to run programs. Graham Billett asked about the interclub cup concept, which is a work in progress and Peter Grant advised the Board about several upcoming seminars for Officials to advance to Level 2.

Governance

The Minutes from the Joint Athletics / Little Athletics Board Meeting were tabled.

Competition and Events

Caroline Jackman informed the Board that the ASA interclub timetable, which consists of a 12 weeks has been proposed by the Track and Field Advisory Committee to operate on a 2 week rotation. The draft will be distributed publicly for feedback. The board discussed concerns around a lack of rationale being provided by the Committee to justify such a change when there has been strong participation growth over the past two years.

General Business

There was a quick discussion about the new events position. Adam Bishop has received approximately 59 applicants so far.

Meeting Closed 9:14pm

The Board addresses matters of Governance, Strategic Planning and Financial Management.

Meeting Opened 6:36 pm

Present: Joe Stevens (President and Chairman), Caroline Jackman (Vice President), Adam Bishop (Chief Executive Officer), Peter Gayen, Graham Billett, Peter Grant and Andrew Tickle.

Apologies: Jana Sims and Fiona Stevens

Minutes: Aislinn Young

Correspondence

The Board reviewed a proposal from Mildura to form a Regional Club. This discussion lead to a motion to create a new category of provisional membership that could be utilised for new clubs wishing to affiliate. The Board also discussed the Athletics Australia Anti-Doping Policy and received a copy of Athletics Western Australia's Strategic Plan. The Australia Athletics Championships format for 2016-17 was also reviewed, as was the state team selection policy. A Joint letter from AWA and LAWA re One Sport was tabled.

CEO's Report

Adam Bishop raised a few points from his report, including the scheduling of the upcoming AGM, the funding for the Pathway Coordinator position, the recent CEO's conference and the new contract for the SA Athletics Stadium Spectator Tiers project. The Board spoke about the online registration system and agreed to explore alternative solutions for membership and event registration. The Board also briefly looked at the Nitro competition and the new uniform designs.

Finance Director's Report

Graham Billett went through his report for June which has been finalised and a motion was moved to accept this report. The Board also reviewed the budget which signifies the last budget which will be formulated by Graham Billett before he steps off the board at the next AGM. Graham Billett also discussed the Spectator Tiers grant and the August report.

Staff Reports

The Board spoke briefly about the Joint meeting between Little Athletics and ASA, as well as upcoming events and the recent coaching course which was very successful in the number of participants.

Governance

A discussion commenced on the Draft copy of the South Coast Affiliation Application. It was agreed that the CEO would publish the applications from South Coast and Mildura to the website for feedback.

Participation and Excellence

The Board reviewed a paper submitted by the CEO detailing a new opportunity in the recreational running market. A group had approached Athletics SA. It was agreed that the CEO would progress this further.

Competition and Events

The Board endorsed the ASA timetable for 2016-17 season, as proposed by the Track and Field Advisory Panel.

General Business

The board considered nominations for Life Membership submitted by the Life Membership. The board agreed that it required further information on some nominees and would defer a decision to the October meeting. A constitutional issue regarding new clubs and their affiliation with both ASA and Little Athletics was also discussed.

Meeting Closed 9:32pm

The Board addresses matters of Governance, Strategic Planning and Financial Management.

Meeting Opened 6:33 pm

Present: Joe Stevens (President and Chairman), Adam Bishop (Chief Executive Officer), Graham Billett, Peter Grant and Andrew Tickle.

Apologies: Caroline Jackman (Vice President), Peter Gayen and Jana Sims.

Minutes: Aislinn Young

Joe Stevens suspended standing orders and welcomed Michelle Ingrames from the Office for Recreation and Sport, who discussed the recent 360 Review of the Association which is a mechanism implemented by Office for Recreational and Sport (ORS) to obtain more feedback from members and stakeholders from Associations that ORS support. Michelle highlighted areas which the members and stakeholders felt the Association could improve and a potential focus for the next Strategic Plan, as well as areas that the respondents believed ASA were doing well in.

Business Arising from the Previous Meeting

The Board moved two motions, endorsing two life membership nominations which will be presented to the upcoming AGM. Peter Grant abstained from voting.

Correspondence

The Board discussed the Athletics Australia Notice of the upcoming AGM for 2016, which Joe Stevens will not be attending given he will be overseas. There was also a new Spectator Tiers Contract, detailing new funding to complete the remainder of the project. The Board briefly reviewed the Financial Report of Port Adelaide and the Memo from the Athletics Australia Board Nominations Committee. In terms of Correspondence Out, the Board spoke about the Signed Gateway 7 document to initiate the next stage of the Spectator Tiers Project which is a document outlining the tender information and contract costs. The Board also received a copy of Athletics SA's Report for the Athletics Australia Annual Report and discussed the minutes of the National Joint CEO's Meeting from September 2016.

CEO's Report

Adam Bishop began by discussing the new internet provider, which lead to a discussion about the need to update the computer hardware in the office. Adam also mentioned the outdoor gym equipment and the difficulty encountered in finding an engineering company to assess the equipment. Adam will continue to look into this with the aim of finding a quick resolution. Adam Bishop went on to mention a new sponsorship deal and various competitions, as well as the changing nature of Andy's position due to a new triparty deal that he was hoping to sign with Athletics Australia and the SA Sports Institute.

Finance Director's Report

Graham Billett discussed the Budget for the month, which he believes is tracking well against budget. Joe Stevens asked how the Association is sitting financially and Graham Billett commented that the Association is sitting comfortably.

Governance

The conversation was centred on the draft copy of the Strategic plan. The Board members provided Adam Bishop with some feedback. Adam will refine the plan further and recirculate to the Board. The Board also endorsed a small variation to the Extreme Weather Policy and the Athletics SA Club Policy which now includes the new Provisional Member category.

General Business

Joe Stevens raised the invitation to attend the Garden Party at Government House, which will be attended by Andrew Tickle, Fiona Stevens, Peter Grant and Adam Bishop on Wednesday 9th November. As this meeting marks the last for Graham Billett, Joe Stevens thanked Graham Billett for his service and efforts as a Board Member since 2004.

Peter Grant acknowledged ASA's Paralympians and Olympians and the recent NASS recipients.

Meeting Closed 9:23pm

REPORT ON DECISIONS/ACTIONS OF THE ATHLETICS SA BOARD MEETING – NOVEMBER 2016

The Board addresses matters of Governance, Strategic Planning and Financial Management.

Meeting Opened 6:37 pm

Present: Joe Stevens (President and Chairman), Adam Bishop (Chief Executive Officer), Peter Grant, Andrew Tickle, and Fiona Stevens. Caroline Jackman (Vice President) attended via phone

Apologies: Graham Billett, Peter Gayen, and Jana Sims

Minutes: Aislinn Young

Joe Stevens acknowledged the awarding of Athletics Australia Life Governorship to Ian Boswell.

Business Arising from the Previous Meeting

The Board discussed the new provisional membership, which allows the Association to grant affiliation to clubs which are not incorporated and do not meet the full requirements of a regular club. The Board also moved a motion to approve Andrew Tickle's ability to be a signatory on the bank accountants as Graham Billett will shortly retire.

Correspondence

The Board discussed the Outdoor Gym Equipment assessment, including an engineering report from 2013. The Board also looked at the new SASI Partnership. There were a number of other documents tabled for the Board's information, including feedback from Southern AC on the South Coast Club affiliation, and the board nominations of Brett Fisk and Peter Gayen. The Board also acknowledged the Back in Motion Sponsor Proposal.

CEO's Report

Adam Bishop tabled his written report and talked to a number of points. These included an update the Spectators Tiers construction, which should be finished by mid-January, and database / IT. The second draft of the 2017-2020 strategic plan was discussed and it was agreed that some minor changes be made to ensure the focus on participation and high performance was clear. Adam Bishop also gave a summary of the positive feedback so far from the track and field season, including Aths SA TV and the live results which had been well received.

Finance Director's Report

Andrew Tickle said that this is his first attempt at compiling the Budget report and that it was a valuable exercise. Andrew explained some new additions/changes and at this point has kept the report in the familiar format that Graham has presented for a number of years. It was suggested that a full budget report be occur every 6 months.

Staff Reports

The Board spoke briefly about a few items, including the officials meeting, and the large increase in participation at interclub events this season. The Board also discussed the Port Adelaide Indigenous Academy, which has been going really well so far and includes 30 participants.

Marketing and Communications

Joe Stevens commended Matt Axford in his role as graphic designer for doing a great job promoting the sport.

Participation and Excellence

The Board briefly discussed Mt Gambier Annual Meeting minutes. Adam Bishop advised that he had encouraged the Athletics club to look at merging with the Little Athletics club due to very low numbers, but the club wasn't yet sold on the idea.

Meeting Closed at 8:31pm

REPORT ON DECISIONS/ACTIONS OF THE ATHLETICS SA BOARD MEETING – DECEMBER 2016

The Board addresses matters of Governance, Strategic Planning and Financial Management.

Meeting Opened 6:03 pm

Present: Joe Stevens (President and Chairman), Adam Bishop (Chief Executive Officer), Caroline Jackman (Vice President), Peter Grant, Andrew Tickle, Peter Gayen, Brett Fisk, and Fiona Stevens (via phone).

Minutes: Aislinn Young

Joe Stevens welcomed Peter Gayen back to the Board after his re-election at the AGM and acknowledged Brett Fisk on his election to the Board for the first time. He also acknowledged retired directors, Jana Sims and Graham Billett, for their contribution to the Board.

Election of Chairman/President, Vice President, Finance Director

Joe Stevens and Caroline Jackman were both elected by the Board to remain as President and Vice President respectively. Andrew Tickle was appointed as the new Finance Director.

Declaration of Pecuniary Interest or Conflict of Interest

Brett Fisk raised a potential conflict in that he is the President of Hills District. Peter Gayen declared that he is also on the Board of Directors of Little Athletics SA. Caroline Jackman made it known that she is on the Tea Tree Gully Athletics Club committee.

Correspondence

The Board reviewed the Minutes of the 2016 Athletics Australia AGM, a document regarding Sports Governance Reform, an IT quotations regarding upgrades to computer hardware, as well as reviewing a delicate issue relating to an official which was being handled by Athletics SA and Little Athletics SA. The Board also spoke about a number of grants submission that the CEO and staff wrote.

CEO's Report

Adam Bishop provided a verbal report to the Board with a number of key topics. These included the Strategic and Operational Plan, the casual vacancy on the Board, the need to begin the process of identifying a new President with Joe Stevens having to retire from the Board at the next Annual General Meeting, and the establishment of the Audit and Risk Committee, which Andrew Tickle volunteered to Chair. There was also a discussion around uniform supply and addressing the issues encountered at the recent All Schools Nationals and a risk management issue that is ongoing.

Finance Director's Report

Andrew Tickle is considering making some changes to the board finance reports and the budget monitoring process. There was also a discussion about the expiring Streets sponsorship deal which the CEO is currently working on. The Spectator Tiers project was also discussed which is nearing completion.

General Business

There were general conversations about maintenance to the stadium in preparation for the All Schools and Pacific School Games at the end of 2017. This also included a discussion around equipment.

It was agreed that the Board meetings would continue to be held on the third Monday of each month but would now commence at 6pm.

Meeting Closed 7:56pm