

MINUTES OF THE BOARD OF DIRECTORS (BOD) MEETING
Held at the LAQ Office, QSAC
On Wednesday 21st February 2018

1. OPENING

In opening the meeting at 6.25pm, the President welcomed everyone in attendance.

ATTENDANCE

Board of Directors

Donna Smith	President	Paul Langton	Vice President
Ros McAlister	Finance Director	Dave Brown	General Director
Tony Frampton	General Director	Ralph Newton	General Director

Staff

Simon Cook	Chief Executive Officer (CEO)	Shannon Kruger	Operations Manager (OM)
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2. APOLOGIES

Val Hooper General Director

*Moved by R McAlister - seconded by T Frampton - all in favour
That the above mentioned apology be accepted.*

3. MINUTES OF PREVIOUS MEETING

*Moved by D Brown - seconded by P Langton - all in favour
That the minutes of the Board of Directors meeting held on 10th January 2018 be accepted as a true record.*

4. BUSINESS ARISING FROM PREVIOUS MINUTES

The new joint Little Athletics Australia and Athletics Australia Joint Officials role has been appointed.

5. CORRESPONDENCE (pre-circulated)

Jimboomba LAC emailed a request to allow U16 athletes from last season who will miss out on joining LAQ as an U17 athlete due to the age group changes, to be allowed to attend Regional and State Championships as invitational athletes. Board agreed that athletes are allowed to attend Centre level competitions, but not Regional and State competitions. CEO to advise.

Balmoral LAC advised LAQ of a serious incident that occurred with one of their athletes at training. Details have been passed onto our insurer if the family wishes to make a claim. The athlete is recovering well.

*Moved by T Frampton - seconded by R McAlister - all in favour
That the inward correspondence be accepted and the outward correspondence be endorsed.*

6. ITEMS FOR RATIFICATION

6.1 January 2018 Accounts

To 31st January 2018. The Profit and Loss, Balance Sheet, Trade Debtors totalling \$133,733.62 and Payments Listing totalling \$4,814.78 for January were presented.

*Moved by R McAlister - seconded by T Frampton - all in favour
That the Financial Report and Payments for January be accepted.*

ITEMS FOR RESOLUTION / DISCUSSION

6.2 Satellite Clubs UK Model

CEO presented the England Athletics Satellite Club Guide for feedback. Board agreed to investigate further and provide feedback for next month's meeting.

6.3 Sponsorship Policy EQ Model

CEO presented a sample policy from Equestrian Queensland. Board agreed to use it as a model for our own policy. Board to review the policy in more detail and provide feedback for next month's meeting.

6.4 Regional Review

Board agreed that two surveys will be created, one for Centre committees and the other for members. These surveys will be sent to Centres in the coming month with the view to be discussed at Conference in June. CEO to prepare a draft.

6.5 Report LAA February BOM Meeting

President updated the Board on LAA's February BOM meeting.

6.6 Reports - Summer Regional Championships

South East ran a great competition, although Saturday afternoon was rushed because the Region had to vacate the arena for a QA event. Subsequently one event was postponed until the next day. There was also an issue with the Race Walking on the Sunday morning.

Met North was held at Redcliffe LAC and was a good competition. Met West was held at UQ and although it was a wet competition the program seemed to run on time and it was a good competition. Noosa LAC held the Sun Coast competition and all reports came back that it was a great weekend of competition.

Central Coast was hosted by Gayndah LAC and the Centre is congratulated on a job well done. It was a brilliant competition and was well supported by the whole town of Gayndah.

Downs & South West was hosted by Laidley LAC. The competition seemed to run well, although their Regional meeting was disappointing.

COMMITTEE REPORTS

6.7 Competition Committee

Meeting was held on the 13th January. The committee made the following recommendations to the Board:

- Regarding the age group changes, all current QBP's be upheld and referenced for future Best Performances as appropriate.

Board agreed.

- All current McDonald's Achievement Levels and qualifying levels be used as is and reviewed as appropriate.

Board agreed.

- A motion for all Regions to only have a maximum of first three (3) placegetters from Regional Championships plus additional qualifying to be put to the 2018 Conference.

Board agreed that a decision can't be made on this until the outcome of the Regional Review is finalised. It will be considered as part of this review.

- The Region and State Relay programs be altered to only offer 2 track and 2 throws per age group.

Board agreed that it would need to be 2 track and 2 field (not 2 throws).

- Each athlete only be allowed a maximum of four (4) nominations, but six (6) substitutions at Region and State Relay Championships.

Board agreed that a decision can't be made on the above two points until the outcome of the Regional Review is finalised. It will be considered as part of this review.

- Winter Centre U15 Heptathlete results recorded at the Winter Championships and Winter & Summer Centre U15 Heptathlete results recorded at the LAQ Multi Event Championships may be considered for the State U15 Multi Team.

Board agreed with the above once the Multi Event has been taken out of the State Championships program. Any changes to existing Resolutions would have to be put as motions to the Annual Conference.

- That the following be included in the Competition Handbook under the Relays section as Rule 5.7.5 and all other rule numbering be adjusted accordingly:
 - 5.7.5 Athletes in the U7 and U8 age groups may only compete at Regional level.
 - a) The only events that may be provided for the U7 age group are 4x70m and 4x100m, Long Jump and Discus
 - b) The only events that may be provided for the U8 age group are 4x70m, 4x100m, Long Jump and Shot Put
 - c) The actual events to be provided from those listed above, shall be decided by the Regional Competition Committee and may vary from one Region to another
 - d) A maximum number of three attempts shall be allowed for field officials

Board agreed.

- Escorts, Guides, Callers & Assistant Helpers
 - i. Multi-Class athletes may have the assistance of an escort, guide, caller or assistant helper as detailed in this section or specifically detailed under the relevant Classification rules in Section 4 of this Handbook.
 - ii. In the case of a classified T&F20 (autistic) athlete, the assistant helper must be an adult and known to the athlete.
 - iii. If required, Centres may appoint an escort, guide, caller or assistant helper to attend to their athletes on the field of play during competition, in the warm up area or call room. Parents may be assigned to these roles.
 - iv. Those appointed to act as an escort, guide, caller or assistant helper must be clearly identified by wearing a coloured ID Vest provided by the Organising Committee.
 - v. To gain approval for the use of an escort, guide, caller or assistant helper, the appointee's name must be listed on the athletes nomination form. The [nomination form](#) is located on the LAQ Multi-Athletes webpage. If the appointed individual is replaced by another appointee, advice must be provided to the Chief Recorder on the day of competition. Appointees must sign-in with the Chief Recorder.
 - vi. An ID Vest must be worn by the escort, guide, caller or assistant helper when accessing the field of playing during competition, the warm up area or the call room with a Multi-Class athlete. The appointee must collect the ID Vest from the Chief Recorder.
 - vii. Appointees are not permitted to aid the Multi-Class athletes in any form of coaching; and must leave the runway or circle before an attempt can begin.

Board agreed, but asked the following questions, to be followed up by the CEO:

- Why does someone need to be nominated when this person can be changed on the day?
- Is the Chief Recorder the best person for them to sign in with? Could this be done through the information tent or the recording room in general

6.8 Officials Committee

No meeting has been held.

6.9 2018 ALAC Convening Committee

Meeting was held on 7th February. LAA's Competition and Standards Director and Administration and Events Manager were also in attendance.

CEO REPORT

6.10 CEO Report

CEO presented a written report.

Our 2017 Sport and Recreation report has been accepted by the Department. State Wide Athletics Facilities Plan is taking longer than expected with just over half of our Centres having completed the survey.

Met with Coles representative to discuss partnership and leveraging opportunities. Met with McDonald's to go over plans for the next 6 months.

We have submitted a grant for a new Finish Lynx photo finish camera.

Inspected 13 potential venues in Toowoomba for Toowoomba South. Compiling a list to send to their committee.

OM REPORT

6.11 OM Report

OM presented a written report.

Anakie & District LAC has officially closed and all remaining equipment has been donated to their local school.

OM questioned what LAQ should do with the monies collected from Centres once they close. Currently, their remaining funds are kept by LAQ in the event that a Centre was to reform in that area. Board agreed that LAQ will pay for the new Centre start-up kit for all new Centres that form and top this value up to \$1,250 of credit at Nordic Sport.

St George LAC has formed a committee and will operate this winter season.

Feedback from the 2018 NZ Tour Managers was presented for information. All Managers agreed that despite a couple of medical issues, this was one of the best NZ tours that LAQ has hosted. There will be some changes made to way medical incidents are handled for future tours.

We have 520 followers on Instagram and 5,940 Likes on facebook.

6.12 Registration & Centre Report

We currently have 11,775 Summer Centre registrations.

7. GENERAL BUSINESS

Nil

8. ITEMS FOR INFORMATION

8.1 Next Board Meeting

The next meeting will be held on Tuesday 20th March 2018 at the LAQ Office.

9. CLOSE MEETING

Meeting closed at 9.50pm.

SIGNED AS A TRUE RECORD

Tuesday 20th March 2018

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President, LAQ