



**ENDURANCE**  
**MINUTES**

Endurance Board Meeting  
Christchurch  
14<sup>th</sup> July 2024

**1: WELCOME & APOLOGIES**

**Start: 8.00 am**

**Present:** Sue Billigheimer (Chair), Louise Holmes, Chris Enstrom, Jorja James, Fiona Stephen, Struan Duncan

**Apologies:** Nick Page, Sue Landis

**2: ASSIGNMENT OF ROLES**

<b>Chair</b>	Sue Billigheimer	Moved	Louise Holmes	Seconded	Struan Duncan
<b>Vice</b>	Louise Holmes	Moved	Louise Holmes	Seconded	Fiona Stephen
<b>Vet</b>	Nick Page	Moved	Chris Enstrom	Seconded	Struan Duncan
<b>Finance Committee</b>	Louise Holmes, Chris Enstrom & Sue Billigheimer				
<b>Bank Account</b>	Louise Holmes, Sue Billigheimer (as existing)				
	Moved	Fiona Stephen	Seconded	Struan Duncan	
<b>TC Board Rep</b>	Jorja James	Moved	Sue Billigheimer	Seconded	Fiona Stephen
<b>TC Chair</b>	Heidi Bulfin	Moved	Louise Holmes	Seconded	Jorja James
<b>CTR Board Rep</b>	Sue Landis	Moved	Louise Holmes	Seconded	Chris Enstrom
<b>OTP</b>	Ruth Dawber, Heidi Bulfin, & Wendy Farnell				
<b>OTP Board Rep</b>	Sue Landis (TBC)	Moved	Sue Billigheimer	Seconded	Chris Enstrom
<b>ESNZ Board Rep</b>	Sue Billigheimer	Moved	Louise Holmes	Seconded	Chris Enstrom
<b>NEC Taupo Rep</b>	Fiona Stephen	Moved	Sue Billigheimer	Seconded	Chris Enstrom
<b>NEC Chch Rep</b>	Sue Billigheimer	Moved	Chris Enstrom	Seconded	Louise Holmes
<b>Juniors</b>	Jorja James & Jane Ferguson	Moved	Sue Billigheimer	Seconded	Louise Holmes
<b>Sponsorship</b>	Chris Enstrom & Struan Duncan				
		Moved	Sue Billigheimer	Seconded	Louise Holmes
<b>Publicity</b>	Fiona Stephen, Sue Landis(TBC), Juanita Duncan, Sarah Hamer (TBC), & Rebecca Donovan (TBC)				
		Moved	Chris Enstrom	Seconded	
	Louise Holmes				
<b>Club Liaison</b>	Struan Duncan				

**3: GENERAL BUSINESS**

- ❖ Board meeting minutes 10 June 24 approved for publication.
- ❖ HP Conflicts – Warrick & Jock or a possibly a Board Member to sit if a member requests it. The members need to be aware that this is an option so that process is seen to be transparent and fair. Conflicts can be worked around. Zoom meeting to be arranged with Warrick.
- ❖ Board Meeting dates. Next meeting set for 14<sup>th</sup> Sep Christchurch. Potentially 16/17 November. Sue B to propose dates at the next meeting.
- ❖ AGA 26<sup>th</sup> Sep online – Keep date free.

- ❖ Endurance AGM Date – Consider combining with other ESNZ AGMs if venue suitable. Matariki would be ideal. Chair is away in July. Combining prize giving with dinner. Sponsors & Marketing could make it more of an event.
- ❖ Championship agreements (Waitaki, Ruahine, & Marlborough)
  - Professional Photographer to be required with signed agreement allowing free use of publicity images of class winners for ESNZ Endurance.
  - Wording changed to enable of claiming of GST for expenses. “Pay expenses up to the value of...”. Money returned could be coded as donation or similar.
  - Invoices to be made out to ESNZ Endurance so that GST is claimable e.g. hire gear & accommodation.

All were in agreement.

- ❖ Championships Liaison – All thought that these were needed.
  - Waitaki – Louise Holmes. Sue Billigheimer to help with funding.
  - Ruahine – Sue Billigheimer & Struan Duncan
  - Marlborough – Sue Blligheimer
- ❖ Training through clubs for other roles needed to counteract volunteer shortage. A series of articles on what is involved in: Track marking, TD, Base Set-up, Officials, Board Members, Club Office roles.
- ❖ Club development strategy needs to be face to face initially to be able to get clubs on board. It is difficult to standardise because of ingrained procedures in place. Track marking as an example. Look into getting standardised sets used at Championship level (1 north, 1 south) it may encourage use in other clubs. Square with central tech screw last longer as less damage in removal. If different track markers on sections of the track with different marking styles can be confusing.
- ❖ Secondary schools 2<sup>nd</sup> September at NEC Taupo & Christchurch. Help needed on the day and to track mark.
  - North Island – Ron Guest (TBC), Struan & Juanita to organise. Ask Sue Reid for more information.
  - South Island – Rena to get permit & track marking. Sue Landis(TBC) to help. No Calendar or voucher to be given out this year due to no response from last years.
- ❖ Marketing – Need to increase awareness of what we are offering.
  - DRNZ can claim 2x40km & 1x80km.
  - ESNZ Awards & Championships. List to be given to publicity.
  - Values
  - Not scaring the newbie at club events - e.g. assist setting up pens correctly
  - Utilise the Club Liaison page more.
  - Look at Interclub competition – Jorja & Struan to set up conditions.
  - Lifetime Km including DRNZ km was asked and thought to be hard to administrate. It was also thought that while the negative feeling has subsided the board feeling is no at this time.
  - CTR Committee could help at grass roots level.
  - 50+ retiring eventers demographic. Their values align well with ours. Member numbers were queried as not thought to be high. Can use ESNZ pathways to get information out (Dani & Jock). Works in well for developing fitness in off season.

- ❖ Operating plan to be followed: - Notices to be scheduled.
  - Member lists to be asked for monthly for the first 3 months. After that less frequently
  - Term of Reference's to be sent out.
- ❖ Trophy returned to John & Wendy Farnell- Happy to donate , Suggest as teams trophy. Criteria to be set.

ESNZ Strengthen & Adapt Hui – no update on next one with off season almost over. Important that Endurance has multiple attendance to get recognition.

Multiple positive feedback received from AGM.

#### **4: Correspondence**

None

#### **5: Next Meeting: 14<sup>th</sup> September Christchurch**

**5: Close of Meeting**

**1.10 pm**