

**Date** Sunday 8th September 2019  
**Time** 10:30am  
**Venue** HVG

**Attendees** Marie Pye, Zara Struthers, Wendy Sears, Ellen Van Dijken,  
Mark Johns, Greg Marsden, Bridget Ross

**Apologies** Rebecca Hills, Cherrie-Anne Mountford, Bridget Partridge, Marion Cox,

### **Previous Minutes approved**

Approved by Zara & Wendy Sears.

### **Correspondence In/Out**

None

**Center Manager's Report** (Tabled & read by Zara)

### **Current Polices under review/new**

- Fire/Earthquake/Evacuation Procedure – just needs a few minor additions
- Guide for reporting incidents at HVG
- Bullying Policy – we need a standalone policy on this to sit alongside the Child Protection Policy
- Fundraising Policy
- Training Competence Register for Coaches and Gymnasts (Move/Lift/Carry/Adjust)
- Safe Practices in the gym prior to 4.30

### **Fraser Park Update**

Team Architects are currently drawing up concept plans which should be available by the end of September.

Darren and Zara met with Matt Reid (HCC General Manager) and John Strahl (Chair Hutt City Community Facilities Trust) regarding working closely with John to source the shortfall between the council funds and the cost of the new facility.

We have been offered an opportunity by Marcus Sherwood (HCC Divisional Manager for Parks and Recreation) to use the Avalon Rugby clubrooms as an interim measure. Currently we are waiting on prices for both pulling an internal structure completely down and punching 2 sections of the wall out to open the rugby clubroom part with the green room area. I am also having discussions with the Head Coaches for their opinions on who would be best suited to move there should this all go ahead. The clubrooms look very promising in terms of a place to take the pressure off the current gym. There would be quite a lot of cleaning up to be done and the removal of a fair amount of rubbish inside.

## **Fundraising**

### **Chocolates**

We are down to 6 boxes so nearly there and thankful to the families who are still taking boxes.

### **Wall Tiles**

We have sold 2 small and 1 large tile so far so will need to keep promoting these and will be putting a mock wall tile board up at the gym to show who has purchased tiles.

### **Roti**

We made a profit of \$1237.50

### **Annual Golf Day**

Darren has kindly offered to help us run the golf day again. We have locked in Friday 27<sup>th</sup> March.

Invite our life members and the CEO of Gymnastics New Zealand.

### **Movie Fundraiser**

Marie is looking into booking a movie.

## **Nationals**

We have 7 gymnasts from both MAG and WAG selected to represent Wellington at Nationals this year.

## **Large Clubs Meeting**

Zara attended the Large Clubs Meeting in Auckland on 27 August. HVG was one of 7 clubs to attend. Zara found it very valuable in terms of hearing what other clubs are doing in lots of different areas and came back with some great ideas.

## **Club Mission/Club Vision/Club Values /Marketing**

With the direction that the club is going in terms of growth and the amount of money we will be asking of the community (both our own and the wider one) Zara thinks it would be useful for us to look at our club Mission, Vision, and Values as a whole. Marketing is going to be crucial for us over the next couple of years and Zara thinks we need to be very clear on our club purpose.

**Clubs Mission:** To create a gymnastics environment that provides the gymnasts with quality coaching and quality programmes

**Clubs Vision:** All gymnasts have an opportunity to reach their potential and lead fulfilling lives

**Club Values:** Document to be confirmed/finalised (as attached)

**AGM**

We need to set the date for the AGM, Rebecca has done the 2018 financials and is currently working on the papers for the reviewer.

Review of Hutt Valley Gymnastics administration was carried out by Megan from Gymnastics New Zealand (see attached).

**Action**

- Zara - Fire/Earthquake/Evacuation Procedure - dummy run, check with coaches when's a good time to do this. *Carried over*
- Zara talk with coaches re fire drill & lockdown procedures. *Carried over*

**Meeting closed 11.50am**

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I declare that these minutes are a true and correct record of the meeting:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(President)