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Thursday, 30th June 2022 at 6:00pm

Present: Charlotte Haigh (Chair), James Fitzsimons, Marie Pye, Tracey Joe, Aaron Simmons, Darren Sears (via phone 6.20-6.45pm), Annalise Austin, Mark Sawyer, Litsa Jackson, Michelle Woolf 6:57-7:21pm)

Apologies: Darren sears

WELCOME

The Chair welcomed all to the meeting.

CORRESPONDENCE IN/OUT

None

PREVIOUS MINUTES

The minutes of the 9th of June 2022 meeting is confirmed as a true and correct record of the meeting.

CHAIRPERSON & DEPUTY REPORT

Charlotte started by saying the Centre Mangers role was declined, this was disappointing to hear-moving forward- this roll will again be advertised on the GSNZ page and Trade me Jobs.

GFA Role- Danielle Jellicoe has been appointed as the Head Coach for our new Advanced Gym for All programme. Danz will lead our newly created Advanced GFA programme which includes Excel, Stages, Adult Gym, Parkour and Team Gym, Danz will also continue coaching her competitive squad. Mel will continue in her Head Coach role for our Junior GFA programme.

Recirculating "The Concerns and Complaints policy" to all committee members for review and be prepared to approve it at the next committee meeting and update the Staff Allowances policy to include Nationals.

GYMNASTICS DIRECTOR 6:57pm-7:31pm

Michelle spoke of the Open Day: Sunday 3rd July for cheer and pre-school, there has been advertising for this. Michelle went on to say it's a struggle to find coach for adults' class, this will improve now Dans on board.

She went on to mention that Charlotte or James needs to advise Mel that Dans has accepted the roll of Head Coach for Advanced Gym so Mel can do handover.

Michelle asked if the committee could approve the High 5 and flyers class ratio to 1:9, this was approved by all.

Can we put a grant in to fund P bars (8k) and crush mats (10k)? Michelle to get back to committee with quotes.

MOTION: To increase the High 5 and flyers class ratio to 1:9.

Marie/Aaron

TREASURERS REPORT Tabled & read by Tracey

GFA 10% fee increase was implemented for term 2, have received no pull outs which is good news. New comp policy is really costing us, Tracey will look at how much comps are costing us and what the cost to gymnasts will be per comp, cost will have to go up to cover.

Update the Staff Allowances policy to include Nationals, will ask Eleanor to remove all pricing off the website until this has been approved.

Treasurer mentioned Payroll is extremely time consuming with the additional comp payments and issues with getting timesheets loaded and approved by the due time. A second reminder has gone out to all staff.

Motion: - The accounts for the period 1 May to 31 May 2022 be accepted as circulated noting the total assets of \$323,932.96 and total liabilities of \$129,261.11 at the end of May 202

MARKETING REPORT Tabled & read by Litsa

Litsa met with Nicole Manning to do a handover of the marketing role. She would also like to meet with Mel to understand what is involved in marketing the Open Days & Schools Festival and how we can help, we can use the same flyers just need to change the date, a longer lead up to advertise is also required. Hoping to meet 2nd week of the holidays.

Ongoing communication with Annalise to discuss promotions for all gymnasts. Very frustrating and difficult to get content from parents – MAG Facebook page continues to post without sharing to the main page. Reminder emails have been sent to MAG, WAG, Cheer and Excel to send videos, photos to Annalise.

Open Day: Sunday 3rd July (Free Introductory class to cheer and tumble) Last event in March was very successful, Flyer was created by Sarah and was sent to every school in Hutt Valley, all Playcentres, Kindy Association, Lower Hutt Facebook page, Eastbourne Community, Petone Facebook.

Milton has created templates for every flyer. Litsa's suggestion to committee is to purchase wall mounted A4 acrylic holders for these flyers to be in front entrance or main gym.

Promotional generic video that was created for gymnastics and cheer which can be used in years to come, we need to think of ways to use this video to promote the gym. (*On going*)

Tile Fundraiser, we need to keep pushing this and add to the newsletter, payment plans are available.

T. V in the gym, opportunity here for GFA kids to see videos/photos of what other disciplines are doing. (*Aaron to investigate*)

Sub-Committee needed for Marketing, Litsa to approach parents, Norah Carr has agreed to do the Newsletter each term.

PREMISES OFFICERS REPORT

Roofing underway 1/3 way through, they report on a weekly basis, good communication daily with staff.

Order has been placed for Security Camera with Sub5, installer has visited the site to check location of parking cameras. Looking to install in 2 weeks.

Grant fund received for Grass Roots pit for \$40,250 +. Gymstuff to confirm price and freight increase, potentially 15-20%.

Mark has arranged electrical tags with Tony Hawkins, he is a part of Gym Sponsorship.
Side roller door down by Ignite to stay closed until drum roll replaced and side scaffold removed.

OTHER BUSSNESS

Fundraise for the Pit, Fun night will be held each term, also looking at doing another pie fundraiser for term 3.

Aaron - T. V in the gym

James -Update the Staff Allowances policy to include Nationals and Recirculate "The Concerns and Complaints policy".

James- CM Job advertisement, change wording up to appeal to a wider audience.

NEXT MEETING AND CLOSE

The next meeting will be held on Thursday, 28th July 2022 at 6:00pm at the Club.

The meeting closed at: 8:02pm.

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

President: _____

Date: _____

Secretary: _____

Date: _____