

# WAIKATO HOCKEY BOARD

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## MINUTES OF THE WHA BOARD MEETING

Thursday 23 July 2009, Waikato Hockey Association, Queens Ave, Hamilton, 7.30pm

**PRESENT:** Owen, Seddon, Mike, Suresh, Doug and Mel - Secretary

**APOLOGIES:** No Apologies

**Previous minutes read** No previous minutes

**Correspondence in:** NA

### **Matters arising:**

Board welcomed by Seddon  
Introduction of each board member

Owen

- Managed and assistant coached hockey
- Would like to assist from a business point of view
- Part owner of Convex Plastics
- 15 years governance and board experience
- Have worked with Seddon for 15 months to develop the Strategic Plan
- 2 years Waikato Hockey Charitable Trust

Mike

- Involved with Hockey since Hatch Cup
- Will be assisting from a business point of view
- Appointed Chairperson of Charitable Trust
- Owns own law firm
- Previous president of Men's Hockey

Suresh

- Played hockey from 7 years of age
- Auckland Indian Hockey Club, President 6 years & Treasurer 3 years
- Hamilton hockey 14 years
- Owns New World Rototuna

Seddon

- Junior Management Board
- Coached Secondary School and Waikato teams
- Run National Tournaments
- NZ Umpires Committee
- President Parents Centre Movement
- Ex HoD Science – Hillcrest High School
- Experience at an operational level

Doug

- 40 years hockey experience
- 15-20 years coaching experience
- NZ Masters Council
- 10 years Regional Manager for Livestock
- Experienced with managing people

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## Election of Chairperson

Nomination for Chair – Owen

Seddon nominated  
Doug seconded  
All in favour – nomination moved.

## New Board

The purpose and reason for the new board was discussed. The Board has been given the mandate to Foster Waikato Hockey along the lines of the Strategic plan, strategically and not involved in the operational issues.

Meeting times and dates

Where: Sport Waikato

When: 1<sup>st</sup> & 3<sup>rd</sup> Tuesday of every month to begin with.

Minutes and agenda to be supplied before each meeting.

## Strategic Plan

All members need to have a firm understanding of the following

- The WHA Constitution, given to all.
- The WHA Strategic plan in particular Page 2 – what success will look like.
- The 2 structures.

Discussion points

- The 2 structures.
- Is the organisation large enough to warrant a CEO?
- Work together as a board first before making decisions.
- People would like to see clean reporting lines with accountability.
- The silo approach to money.
- The roles and responsibilities of those working for Waikato Hockey.

Decisions

- The current model is still working and the organization and the board gave a vote of confidence in the current staff and are happy to stay with the status quo for 6 months giving time to review the positions and job descriptions.

Mike proposed a motion to stay with status quo for 6 months. Seconded Suresh,  
Motion carried .

## **FINANCIAL REPORT:**

Kirsten gave a thorough overview of the financial situation.

- All treasurers of committees are voluntary
- Large percentage done by electronic banking
- 2 signatories, Kirsten, Denise and Seddon
- No longer have monthly finance meetings

Opportunities for Improvement

- Kirsten employed 17 hours per week and does not want more

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- Kirsten owed 128 hours time in lieu and would like some of this paid out
- Remote access \$600 per year – would be more efficient to have the option of working from home. Do not need more hours, need less interruptions and more quality time.

Board would like to see:

- Monthly accounts
  - Month to date
  - Year to date
  - Year to date of previous year
- Consolidated accounts every quarter

Owen to meet with Kirsten on Tuesday to discuss process of sign-off of monthly accounts.

Denise to look at some actions regarding time in lieu and working conditions for Kirsten and come back to the board with recommendations

## **Waikato Hockey Manager Report – Denise**

Concerns

- Understaffed and Workload too heavy
- Denise 5 ½ weeks time in lieu since March 2009.

## **Co-op of further member**

Discussed the option of co-opting Gregg Brown to the board, Owen to contact Gregg.

Motion forwarded                      Owen  
Seconded                                Mike  
Motion carried

Need to think about other options for a co-opted member

## **General Business**

Funding for Jacks job

- should know within 6 months if this funding will continue

Add to next meetings agenda - Finance

## **Next meeting.**

Monday 3rd August, 12 - 1.30pm at Sport Waikato, Hamilton

Lunch will be provided.

Meeting close 9.55pm



Owen Embling,  
WHA Chairman.

Date:5/8/2009