



WAIKATO HOCKEY ASSN BOARD MEETING

Date: Monday 18 April 2011 at 12.00

Venue: Sport Waikato

Present: Owen Embling (Chair) , Declan Wyndham-Smith, Truman Wee, Doug Sommerville, Mike Ward. Denise Hill (minute secretary)

Apologies: Gregg Brown,

Opened meeting at 12.20pm

Ratification of Minutes

The minutes from the 10 February 2011 provide a true and accurate record of the meeting. The minutes are to be released for the website.

Doug / Truman – Carried

Matters Arising

- Defibrillator – Truman still to action seeking of sponsorship for a defibrillator – carry over to next meeting.
- CEO Performance review. Review template has been prepared and provided to CEO for feedback. Review will be completed April / May. It was decided that CEO would look at aligning other staff to same review format.
- WHA AGM minutes to be tabled at next Board meeting

Finances

Monthly accounts align with the previous year. It was highlighted that little income is received in the off season which accounts for the loss.

- We have not yet received confirmation of our share of gate takings/ less expenditure from HNZ.
- Declan explained that the Sport Waikato budget allows for a situation where should the Kiwi Sport officer be selected for the Black sticks and require extended leave, income could be reduced accordingly. Discussion was held on the need to have a staff policy on international representation.
- Affiliation fee due dates will be spread over 3 months for club and 2 months for schools. HNZ invoices assns for affiliation fees based on numbers over a 3 year period.
- Laptops were purchased for Mini and Junior Divisions.

Proposed that accounts tabled for Dec/ Jan/ Feb / March 2011 are a true and accurate record.

The current year ending 31 March 2011 was signed off as a loss of \$56,710 and a balance sheet position of \$262,660

Owen/Truman – Carried

Declan tabled a comprehensive explanation of budget comparison with previous year. Owen to distribute to all Board members.

CEO Report:

High-Performance:

The Waikato academy is underway. Declan confirmed a budget had been completed for the Academy and that minimal coaching payments are being made allowing for an income to assist the High Performance budget. There is an intention to include an adult academy for those not selected for Midlands.

Health and safety.

No breaches of health and safety to report on.

Asset Management:

Turf Replacement – discussion on the need or otherwise in watering the WETT No 2 turf. It was explained that we intend watering the turf the same as in the past.

The HCC plan has been published which includes \$98,000 grant for Water 2 turf replacement and 1/3 of turf replacements in the future. Mike & Declan are preparing a presentation supporting the allocation.

CEO has met with representative from Wintec who are investigating the viability of building sports fields and an indoor facility. CEO has indicated our interest in the indoor facility for indoor hockey and the possibility of building a turf at Wintec.

It was proposed to have a workshop with WHA Board and Charitable Trust to investigate direction for the future regarding facilities (turfs / pavilion etc). It was decided to hold workshop after Trust meeting Tuesday 3rd May at 12.30pm. Owen & Declan to prepare agenda.

Personnel:

Declan to draft a policy regarding staff international representation.

Fundraising:

Nothing to record here.

General Business

- Photocopier purchased enhancing IT capability
- Kiwisport – numbers reached through Kiwisport officer tabled. A more detailed report was requested including location – Declan to present at next meeting.
- Code of Conduct – draft had been discussed previously. Small changes made and tabled.
- Proposed acceptance as a judicial process document *Owen / Truman – Carried*
Document to be displayed on website and circulated to clubs and schools
- Regionalisation -
 - HNZ have organised a forum to discuss regionalisation and have requested up to 2 representatives from each region (16 May)..
 - Declan has met with Ian Francis (HNZ) and he shared discussion with Board.
 - A Regional Forum was held with representatives from all 5 Midlands assns. The Forum was split into 3 sections with HNZ presenting, then Midlands Inc and then assns on their own. Declan was charged with the task of investigating funding and support for the preparation of a business plan from Hockey New Zealand. There was discussion regarding concerns about the operation of Midlands Inc. Midlands Inc AGM was held that evening and associations have requested a business plan and monthly financial accounts to be made available.
 - Declan will prepare a document on regionalisation and present to WHA Board.
- Website going well. Online registration for events successful and we are about to trial player / team registration online with clubs before proceeding to schools.
- Governing Process tabled. Ratified with change of word 'director' to 'Board Member'
Owen/ Doug – Carried

Agenda for next meeting to include a discussion on what skills are required from possible coopted Board members. There was a suggestion to approach the Institute of Directors and to consider gender equity.

Meeting closed at 2.20pm.

Next meeting 17th May 2011



Owen Embling
Chairman Waikato Hockey.