



WAIKATO HOCKEY ASSN BOARD MEETING

Date: Thursday 30th May 2013 7.30am

Venue: GHC

Present: Owen Embling (Chair), Truman Wee, Mike Ward, Trish McBride, Doug Sommerville, Gregg Brown

Declan Wyndham-Smith (CEO), Denise Hill (minute secretary)

Apologies: Nil,

Opened meeting at 7.42am

Conflicts of Interest declared:

Owen/Mike – Charitable Trust

Ratification of Minutes

The minutes from the previous meeting are a true and accurate record

The minutes are to be released for the website.

Owen /Truman/– Carried

Matters Arising

- Audit comment regarding second signature on some documentation was misunderstood and Doug is not required to countersign payments. The report referred to end of year summaries that the finance manager prepares and the office can ensure these are complete.
- Owen will respond in writing to the auditor within the week re audit comments.
- Official opening of the new pavilion was held and successful
- \$80,000 of the \$100,000 loan from WHA to the Charitable Trust has been paid

Strategic Plan

Declan tabled draft strategic plan.

There was discussion on strategies to strengthen hockey in the greater Waikato outside of Hamilton. It was established that an investigation into the current facilities in these areas, then identify a priority area to focus on initially.

Declan will flesh out the Strategic Plan with more detail which will then lead into a one page summary covering 2014-2017.

Pavilion extension update

The pavilion has been completed to budget. Before a Code of Compliance can be issued the handrail on the deck needs to be made slightly higher to comply with Health & Safety regulations.

Declan to write a policy regarding use of the downstairs meeting rooms and the changing rooms/showers to ensure they are effectively managed.

Housekeeping rules also required re gear bags etc.

Mike is organising a working bee to paint the interior of the existing changing rooms

Mike to investigate possibility of extractor fans in the existing changing rooms as they tend to get stuffy.

Fletcher's is responsibility to return the surrounding area to grass

General Business

Lease agreement – Mike to provide Truman with a copy of the HCC lease so he can complete the WHA/Charitable Trust lease agreement

Declan is to be reinstated as Fulltime Waikato Hockey CEO

In terms of Section 48 of the Local Government Official Information Act 1987, the meeting moved into committee at 8.55am to discuss members of the association or public, and that this discussion, if in public, would infringe the privacy of natural persons under Section 9.2 of the Official Information Act.

Moved: That the meeting move out of committee 9.25am Mike/Owen/Carried
Mike Owen/Carried

9.25am Trish left

Finances

Proposed that accounts tabled for May 2013 are a true and accurate record.

Moved Owen/Mike-Carried

HNZ have changed the timing of HNZ affiliation fees and the first instalment is due prior to our collection of fees.

MYOB – The volunteer from PWC is still working on the accounts to enable the transfer from our current system. The Board requested completion by 1st July and are prepared to pay if required.

CEOs Report

- Health & Safety – a player ran into a protruding pole from the video tower on Water 2 and cut his eye. We have fulfilled the requirements to ensure scaffolding is now safe.

Meeting closed 9.32am

Next meeting 19th June 7.30am



Owen Embling
Chairman Waikato Hockey.