



## WAIKATO HOCKEY ASSN BOARD MEETING

**Date: Wednesday 15<sup>th</sup> December 2017**

**Venue: GHC**

**Present:** Truman Wee, Robyn Polley, Stuart McIntyre, Mike Ward, Jenny Barkle, Declan Wyndham-Smith (CEO and minute secretary)

Apologies: Suresh Chimanlal, Doug Sommerville

**Opened meeting at 6.15pm**

### **Conflicts of Interest declared:**

Truman – Midlands's solicitor

Mike Ward – Chair of WHA Charitable Trust

### **Ratification of Minutes**

*The minutes from the previous meeting (15<sup>th</sup> November 2017) are a true and accurate record.*

*The minutes are to be released for the website.*

*Polley/ Jenny– Carried*

### **1. CEOs Report**

CEO's report tabled. (points highlighted)

- LED lights have arrived in country, going up shortly
- Presentation of 2018 draft budget
- Midlands Draft Strategic Plan discussed (need specific information from Midlands on how they define 'Growing the Game' in our area).
- Simon has left Midlands to take up a role at HNZ
- Test series coming up 24<sup>th</sup>-28<sup>th</sup> January (New Zealand, Japan, India and Belgium)

*Stu/ Polley- Carried*

### **Finances**

Proposed that accounts presented for December 2016 to November 2017 are a true and accurate record, as these are the end of year accounts, there may be slight movement due to late invoices etc, to sign off financial year.

*Moved Truman / Jenny—Carried*

Discussion paper presented to Board on the WHA and Charitable Trust Accounting Procedures. Paper sets out the need for the Board and the Trust to have discussions on how the Management Fee is set and if it is still relevant for 2018 or if it should be changed.

### **2. Upcoming for the next month**

It was noted that the following focuses for the business over the next month were

Over the next month

- Summer Hockey
- Academy final block
- Business planning for 2018
- 2018 season planning
- Test series
- Continue with sponsorship and funding applications
- Continue to improve reach and uptake of WHA App

Meeting closed at 7.45pm.



## WAIKATO HOCKEY ASSN BOARD MEETING

**Date: Wednesday 7<sup>th</sup> March 2018**

**Venue: GHC**

**Present:** Truman Wee, Robyn Polley, Stuart McIntyre, Mike Ward, Doug Sommerville, Declan Wyndham-Smith (CEO and minute secretary)

Apologies: Suresh Chimanlal, Jenny Barkle

**Opened meeting at 7.30am**

**Conflicts of Interest declared:**

Truman – Midlands's solicitor  
Mike Ward – Chair of WHA Charitable Trust  
Doug Sommerville – Midlands Board

**Ratification of Minutes**

*The minutes from the previous meeting (15<sup>th</sup> December 2017) are a true and accurate record.*

*The minutes are to be released for the website.*

*Truman/ Mike– Carried*

### **1. CEOs Report**

CEO's report tabled. (points highlighted)

- LED lights are up and working
- Represented of 2018 draft budget and discussed costs between WHA and Trust
- Midlands AGM and annual report discussed
- Discussed our own upcoming AGM
- Discussed success of Test Series
- Reviewed stage 2 of Hockey NZ's Strategy Delivery review

*Stu/ Polley- Carried*

### **Finances**

Proposed that the 2017 final accounts and the December 2017 and January 2018 accounts presented for be accepted as a true and accurate record.

*Moved Truman / Doug—Carried*

Discussion was held about reporting going forward to included projected budget by month, so we can discuss upcoming targets and expenses.

In-depth discussion was held over the real potential of Boys High new turf, and should this be happening the ability for WHA and WHACT not needing to build a 3<sup>rd</sup> Turf straight away. Mike and Declan to get confirmation from HBHS Board of Trustees as to the plans and timelines, before WHACT continues with 3<sup>rd</sup> Turf feasibility study.

## **2. Upcoming for the next month**

It was noted that the following focuses for the business over the next month were  
Over the next month

- Adult season starting
- Academy and summer hockey competitions finishing
- Planning for school season
- Planning for hosting of Under 21's
- Test series
- Continue with sponsorship and funding applications

Meeting closed at 9.00am



## WAIKATO HOCKEY ASSN BOARD MEETING

**Date: Wednesday 16<sup>th</sup> May 2018**

**Venue: GHC**

**Present:** Truman Wee, Stuart McIntyre, Mike Ward, Doug Sommerville, Jenny Barkle, Declan Wyndham-Smith (CEO and minute secretary)

Apologies: Suresh Chimanlal, Robyn Polley

**Opened meeting at 7.32am**

**Conflicts of Interest declared:**

Truman – Midlands's solicitor  
Mike Ward – Chair of WHA Charitable Trust  
Doug Sommerville – Midlands Board

**Ratification of Minutes**

*The minutes from the previous meeting (7<sup>th</sup> March 2018) are a true and accurate record.*

*The minutes are to be released for the website.*

*Truman/ Doug– Carried*

Matters arising from the Minutes

An indepth discussion was held regarding the support for the Boys High turf which is going ahead for 2019. Truman spoke about the need to look at indoor surfaces as well as there is talk about Olympics maybe heading that way and Australia in particular have begun to focus on indoor hockey to catch up with the European countries skill levels.

We spoke about the need for a 20 year plan to look at all surfaces, indoor and outdoor to assess our needs. It was felt that the Trust should still go ahead with the Feasibility study by Geoff Balme so we have good direction for the future.

### **1. CEOs Report**

CEO's report tabled. (points highlighted)

- Staffing update with Kelc moving on
- New HP Director at Midlands
- Boys High Turf submission
- Under 21 – good tournament went very well
- Sponsorship and Fundraising update from Kris
- Discussion held over documenting new strategic plan once NZZ strategy delivery is presented

*Stu/Truman- Carried*

### **Finances**

Proposed that the March and April 2018 accounts presented for be accepted as a true and accurate record.

*Moved Truman / Doug—Carried*

Discussion was held about reporting going forward to included projected budget by month, so we can discuss upcoming targets and expenses.

Accounts for BDO and Hockey NZ ratified for payment.

## **2. Upcoming for the next month**

It was noted that the following focuses for the business over the next month were  
Over the next month

- Continuation of season
- Adult Intercity
- Mini hockey starting
- Continue with sponsorship and funding applications
- Strategy Development review workshop to be held in Hamilton

Meeting closed at 9.00am



## WAIKATO HOCKEY ASSN BOARD MEETING

**Date: Wednesday 27<sup>th</sup> June 2018**

**Venue: GHC**

**Present:** Truman Wee, Stuart McIntyre, Mike Ward, Polley Doug Sommerville, Jenny Barkle, Declan Wyndham-Smith (CEO and minute secretary)

Apologies: None

**Opened meeting at 7.32am**

### **Conflicts of Interest declared:**

Truman – Midlands's solicitor  
Mike Ward – Chair of WHA Charitable Trust  
Doug Sommerville – Midlands Board

### **Ratification of Minutes**

*The minutes from the previous meeting (16<sup>th</sup> May 2018) to be updated to show March and April financials ratified (minutes showed January), subject to this change minutes are confirmed as a true and accurate record.*

*The minutes are to be released for the website.*

*Mike/ Truman– Carried*

### **1. CEOs Report**

CEO's report tabled. (points highlighted)

- Update on Trust seeking \$\$ for new building project
- New HP Director Mark Borges at Midlands, very positive attitude to working together
- Planning started for 2019 Masters
- In-depth discussion regarding Hockey NZ Strategic
- Sponsorship and Fundraising update from Kris
- Discussion held around the need to look at next seasons Prem competition, so all teams are still in the running for the Waikato Championship

*Stu/Truman- Carried*

### **Finances**

Proposed that the May 2018 accounts presented for be accepted as a true and accurate record.

*Moved Truman / Doug—Carried*

Funding resolutions: the following funding resolutions were approved

The Southern Trust - \$25,000 for general administration costs  
Grassroots Community Trust - \$40,000 towards salaries  
Lion Foundation - \$40,000 towards salaries  
NZCT - \$40,000 towards salaries

*Moved Truman / Doug—Carried*

## **2. Upcoming for the next month**

It was noted that the following focuses for the business over the next month were  
Over the next month

- Secondary school A Grade Finals and moving into MISSC
- Intercity Adult competition continuing
- Under 18's tournament
- Under 13's and Under 15's trails and selections
- Continue with sponsorship and funding applications

Meeting closed at 9.00am





## WAIKATO HOCKEY ASSN BOARD MEETING

**Date: Wednesday 25<sup>th</sup> July 2018**

**Venue: GHC**

**Present:** Truman Wee, Stuart McIntyre, Polley, Jenny Barkle, Declan Wyndham-Smith (CEO and minute secretary)

Apologies: Mike Ward, Doug Sommerville, Suresh Chimanlal

**Opened meeting at 7.33am**

**Conflicts of Interest declared:**

Truman – Midlands's solicitor

**Ratification of Minutes**

*The minutes from the previous meeting (27<sup>th</sup> June 2018) are confirmed as a true and accurate record.  
The minutes are to be released for the website.*

*Truman/ Polley– Carried*

### **1. CEOs Report**

CEO's report tabled. (points highlighted)

- Update on Trust seeking \$\$ for new building project, Board discussed approaching Mike when he is back in the country for an update on Trust cost sharing/rental agreement etc. discussed at the beginning of the year
- Tabled the Minutes of the Volunteer Recognition Committee
- Planning started for 2019 Masters
- Discussed 2018 Premier Club/Player survey design
- In-depth discussion regarding Hockey NZ Strategic Delivery Review
- Sponsorship and Fundraising update from Kris tabled

*Stu/Truman- Carried*

### **Finances**

Proposed that the June 2018 accounts presented for be accepted as a true and accurate record.

*Moved Truman / Jenny—Carried*

Declan to discuss with Kris the possibility of approaching some of the "non-Hamilton" companies that may be good potential sponsors, especially around programs etc. we have running in the likes of Matamata.

Payment of \$5,016 for Turf hire at St Pauls approved

Funding resolutions: Truman signed the NZCT grant Approval to Audit form to with the grant application already ratified

*Moved Truman / Jenny—Carried*

## **2. Upcoming for the next month**

It was noted that the following focuses for the business over the next month were  
Over the next month

- Secondary school MISSC starting
- Intercity Adult competition continuing through to 18<sup>th</sup> August finals
- Under 13's and Under 15's teams selected and tri series start
- Feedback survey from 2018 Prem Competition to be undertaken
- Continue with sponsorship and funding applications

Meeting closed at 8.57am



## WAIKATO HOCKEY ASSN BOARD MEETING

**Date: Wednesday 22<sup>nd</sup> August 2018**

**Venue: GHC**

**Present:** Truman Wee, Stuart McIntyre, Polley, Jenny Barkle, Doug Sommerville, Declan Wyndham-Smith (CEO and minute secretary)

Apologies: Mike Ward

**Opened meeting at 7.30am**

### **Conflicts of Interest declared:**

Truman – Midlands's solicitor  
Doug – Midlands Board Member

### **Ratification of Minutes**

*The minutes from the previous meeting (25<sup>th</sup> July 2018) are confirmed as a true and accurate record.  
The minutes are to be released for the website.*

*Truman/ Polley– Carried*

Discussed that Suresh is available to back on the Board with effect from the next meeting as he is now through his major work projects. Discussed co-opting him for a further 2 years.

Moved Doug / Truman—Carried

### **1. CEOs Report**

CEO's report tabled. (points highlighted)

- Update on Trust seeking \$\$ for new building project, Board discussed approaching Mike when he is back in the country for an update on Trust cost sharing/rental agreement etc. discussed at the beginning of the year
- Update on all the finals events upcoming
- Planning started for 2019 Masters
- Discussed volunteer recognition committee minutes
- Discussed teams and individuals needing to be reminded about liquor license rules
- In-depth discussion regarding Hockey NZ Strategic Delivery Review

*Stu/Truman- Carried*

### **Finances**

Proposed that the June 2018 accounts presented for be accepted as a true and accurate record.

*Moved Truman / Jenny—Carried*

Declan to work with Kirsten to provide an end of year forecast for the next meeting, with particular focus on the sponsorship and grants income.

*Moved Truman / Jenny—Carried*

## **2. Upcoming for the next month**

It was noted that the following focuses for the business over the next month were  
Over the next month

- All finals and WHA prizegiving
- Hosting of Midlands first Men's NHL game
- Under 13's and Under 15's teams selected and tri series start
- NHL and Senior Men's and Women's competition
- Continue with sponsorship and funding applications

Meeting closed at 9.00am



## WAIKATO HOCKEY ASSN BOARD MEETING

**Date: Wednesday 27<sup>th</sup> September 2018**

**Venue: GHC**

**Present:** Truman Wee, Stuart McIntyre, Jenny Barkle, Doug Sommerville, Suresh Chimanlal, Mike Ward, Declan Wyndham-Smith (CEO and minute secretary)

Apologies: Robyn Polley

**Opened meeting at 7.30am**

**Conflicts of Interest declared:**

Truman – Midlands's solicitor  
Doug – Midlands Board Member

**Ratification of Minutes**

*The minutes from the previous meeting (22<sup>nd</sup> August 2018) are confirmed as a true and accurate record.*

*The minutes are to be released for the website.*

*Truman/ Jenny– Carried*

### **1. CEOs Report**

CEO's report tabled. (points highlighted)

- Winter season completed and prizegiving held, wrap up on these events
- Midlands game hosted here and a disappointing turn out
- Hosted club finals day, Galletly Cup, Midlands NHL game and prizegiving this month
- Discussed a paper from Kris on Sponsorship and Grants activities. Discussed Lion Grant that had just been received and loss of Kiwisport funding for 2019
- Discussed the ability to apply for funding from Grassroots and TAB Racing Board for Trust Management Fees. The Trust need to be prepared to Invoice WHA for these costs in order for us to apply for funding. Mike to check Trust deed to ensure this is ok.
- Mike to also review on behalf of the Trust the annual WHA Management fee as discussed earlier in the year
- Hockey NZ Strategic Delivery Review update and indication that more decisions will be given at Leaders Conference in November (at which stage we will be in a position to understand the Hub situation better)

*Stu/Truman- Carried*

### **Finances**

Proposed that the June 2018 accounts presented for be accepted as a true and accurate record.

*Moved Jenny / Stu—Carried*

Account for ratification – St Paul's \$5,459 for August Turf fees.

*Moved Truman / Mike—Carried*

Resolutions for funding to both Grassroots Trust and TAB Racing Board in the amounts of \$46,000 each. Resolved subject to wording being approved by the Trust.

Moved Truman / Jenny—Carried  
Stu abstained

Agreed that Jenny, Truman and Declan will work on Budget (with Kirsten's input) once Jenny and Truman return from holiday.

## **2. Upcoming for the next month**

It was noted that the following focuses for the business over the next month were  
Over the next month

- Summer hockey starts 15<sup>th</sup> October
- Under 13's and Under 15's tournaments
- Premier Competition Review
- Other competition reviews commence
- Budgeting for 2019
- Continue planning for Masters Tournament
- Continue with sponsorship and funding applications

Meeting closed at 9.00am



## WAIKATO HOCKEY ASSN BOARD MEETING

**Date: Wednesday 7<sup>th</sup> November 2018** (postponed from 31<sup>st</sup> October 2018)

**Venue: GHC**

**Present:** Truman Wee, Stuart McIntyre, Jenny Barkle, Robyn Polley, Declan Wyndham-Smith (CEO and minute secretary)

Apologies: Doug Sommerville, Suresh Chimanlal, Mike Ward

**Opened meeting at 7.30am**

**Conflicts of Interest declared:**

Truman – Midlands's solicitor

**Ratification of Minutes**

*The minutes from the previous meeting (27<sup>th</sup> September 2018) are confirmed as a true and accurate record.*

*The minutes are to be released for the website.*

*Truman/ Polley– Carried*

### **1. CEOs Report**

CEO's report tabled. (points highlighted)

- Planning started for 2019
- Appears that St Paul's will not be ready for Masters, so discussions to start with other schools regarding the possibility of hosting games there.
- Health and Safety meeting minutes from 27<sup>th</sup> September presented.
- Follow up with Trust regarding the annual WHA Management fee as discussed earlier in the year
- Discussion over options to up the level of premier Hockey in the Waikato. Declan to make more enquiries regarding the appetite of other associations to change.

*Stu/Truman- Carried*

**Finances**

Proposed that the September 2018 accounts presented for be accepted as a true and accurate record.

*Moved Truman / Polley—Carried*

Discussion held regarding end of year estimates for 2018 and budgeting for 2019. Jenny, Truman, Kirsten and Declan to meet 13<sup>th</sup> November for Budget meeting, once that is completed draft budget to be forwarded to Board for ratification at planning meeting on 29<sup>th</sup> November.

## **2. Upcoming for the next month**

It was noted that the following focuses for the business over the next month were  
Over the next month

- Summer hockey continues
- Under 13's and Under 15's tournaments
- Hockey NZ Leaders Conference
- Premier Competition Review
- Other competition reviews commence
- Budgeting for 2019
- Academies running Wednesday and Friday nights
- Continue planning for Masters Tournament
- Continue with sponsorship and funding applications

Meeting closed at 9.00am