



# Waikato Hockey Association Board Meeting

**Tuesday 5 August 2009**

**Sport Waikato, Brian Perry Sports House**

**Present:** Seddon Polglase, Owen Embling, Mike Ward, Gregg Brown, Doug Sommerville, Suresh Chimanlal and Rosie Morrison (Sport Waikato administrator to take minutes)

**Apologies:** None

**Opened meeting at 12.45pm**

## **Appointment on new Board Member Gregg Brown**

Congratulations to Gregg on joining the Board and also thanks to Sport Waikato for providing the meeting venue.

## **Ratification of Minutes**

Adjustments to be made

Revised process of Minutes distribution arranged (minute taker to send to Owen, to forward to review before releasing to the website).

Minutes accepted with modifications

*Nominated by Suresh  
Seconded by Seddon  
All in favour*

## **Correspondence**

New constitution has been confirmed as accepted; all have received a copy with correspondence from Truman attached and has been filed and registered.

## **Overview of SportsForce Hockey Development role and plan for the year**

Sport Waikato Sport Development Manager, Graeme Olorenshaw, gave brief outline of relationship between Sport Waikato and Waikato Hockey and the obligations to each party by the SF Hockey Dev Officer, Jack Clayton.

Jack presented on his business plan identifying that his core responsibility is to hockey (the sport), but that in terms of reporting he incorporates obligations to Sport Waikato, Hockey NZ and Waikato Hockey (see document attached).

- Sport Waikato wants success stories
- Hockey NZ requires numbers and a more statistics focused report

Board was given a detailed breakdown on areas of focus for each governing body, as well as an analysis of Jack's work time, which appears to distribute fairly based on salary proportion provided by funding sources.

Jack also gave an overview of the new Sport Waikato Outcomes Database and will do an initial trial reporting the Sport Waikato way to WHA and then evaluate if it fulfils the requirements of the Board.

**NB:** Sport Waikato's borders differ to those of the region due to its funders, therefore when Jack is outside of WHA area, he is operating solely as a SportsForce representative. Sport Waikato funding for Thames Valley Hockey Development goes to the Thames Valley Hockey rep.

Other points raised by Jack:

- Would like clarity on reporting, management structure and procedures.
- Touched on resources and investment needs, using Game Breaker as an example of a top requirement.
- Review of recent problems re coach election and micro managing from other sectors
- Highlighted that volunteers recruited for management involvement come through from grassroots experience / connection and helps to build volunteer /board support.
- Club coach development is a support role; uses networks to provide assistance. This encourages flow on from lower levels up and allows broader distribution of information and opportunities.

Discussion followed on:

- Differences between SportsForce philosophy and Midlands focus, possible points of conflict.
- The importance of the different areas covered in reporting and the value of qualitative data as well as statistics.
- Database content and availability, noting that as it is housed at WHA, one currently has to be onsite to access it and at this time only has coach and player information loaded, historical data still to be entered.
- Standing Orders and Red Manual exist and are good for reference, but there is still a lack of documented policy. Procedures must be considered carefully in order to

avoid confusion from past policies and behaviours as well as identifying clear lines of responsibility.

- The importance of Jack having a good work / life balance
- Guidelines for volunteer progression
- Board operation in terms of events like the Masters Tournament
- Hillary Scholarship management; using coaching as a drawcard and placement of scholars to enhance programme profile.
- Super 6 camp provided opportunity for selection viewing
- Player movement and competition pool management was seen as an opportunity to encourage advancement but there is a need to focus on player base.
- Direction of Waikato Hockey's Summer / Winter competitions; discussion around priorities of players, potential reasons for impact on participation numbers, possible variations in Association's strategy.

*Jack to send report template to Board to add to / give feedback on  
Owen to source zone demarcation from Hockey NZ*

### **Financial Report – 7 months summary**

Owen happy with current report style in terms of visibility.  
Annual Report summary released; numbers appear healthy.  
Journal transfers need to be gone over.

### **Review of Strategic Plan**

This item to be rolled onto next meeting due to time constraints.

Brief points:

- Database development to be a priority
- Numbers need to grow
- Make the website a stronger resource and advertise this

*Gregg to speak with Russ to get better idea of database and web management*

### **General business**

Resolution regarding Trust application; recorded in the minutes that an application is to be made for funding.

Brief discussion around proposed attendance of Board Members at SMB, JMB and Mini meetings to maintain connection with core supporters and encourage communication. To be left as-is for now; to be discussed again at a future date.



### **Timing and Venue for future meetings**

The next 3 meetings will be held bi-weekly, on Tuesday 18 August, Tuesdays 1 and 15 September, 12 – 2pm at Brian Perry Sports House. Frequency and site to be re-evaluated at meeting of 15 September.

### **Matters for next meeting**

Structure of organisation to be made clear.

Gregg gave apologies for next meeting on 18 August.

### **Meeting closed at 2.15pm**