



## WAIKATO HOCKEY ASSN BOARD MEETING

**Date:** Wednesday 18 May 2016 7.30am

**Venue:** GHC

**Present:** Truman Wee, Mike Ward, Stuart McIntyre  
Declan Wyndham-Smith (CEO), Denise Hill (minute secretary)

**Apologies:** Nil

**Opened meeting at 7.46am**

**Conflicts of Interest declared:**

Truman – Midlands's solicitor

**Ratification of Minutes**

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

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

*Truman– Carried*

**Matters Arising**

- Co-option of Board Members. Notification of 2 interested parties. Truman and Declan to meet with one and Mike to meet with the other to gauge interest in becoming a Charitable Trust member.

**CEOs Report**

CEO's report tabled.

Points highlighted

- Infrastructure – There are 3 major projects in the pipeline (listed in priority).
  1. Turf 1 upgrade and replacement
  2. Pavilion extension adding showers / changing rooms
  3. Water 2 lights upgradeThe Trust are currently obtaining plans and quotes
- Staff Changes. New staff structure tabled –
  1. Stuart Pitu – Development Manager players
  2. Sam Brown – Development Manager clubs and volunteers
  3. Kelc McKenzie – administrator
- Board Member recruitment. There was discussion on what skills would be needed from potential Board members. It was established that Marketing and Finance would be beneficial. Robyn will discuss with some potential members.
- The new APP has been launched
- Sponsorship / Fundraising Position proposal presented by Declan. Truman moved acceptance of the proposal and tasked Declan to see to fill the position  
*Truman / Mike – Carried*
- Extended Development Committee Proposal. It was proposed to form this committee with volunteers with the right skills, including both Midlands and Waikato in the mix. This will ensure that programs are complimentary. Truman agreed to be the representative Board member on the committee.

- Change in financial reporting. It is now a statutory responsibility that NPOs are required to report non-financial statistics in financial reports. BDO have been guiding us through the process.

## **Finances**

Proposed that accounts tabled are a true and accurate record.

*Moved Truman / Mike—Carried*

Accounts requiring approval

- \$3565.00 BDO  
Approved for payment *Truman / Stu – Carried*

The auditor has been consulted for an opinion regarding Hockey NZ changes to dates on invoices for annual affiliation fees. The implications / recommendations from BDO will be advised at the next meeting.

**Health & Safety** – H & S meeting minutes circulated.

**Infrastructure** – Charitable Trust meeting being held later today.

**Sponsorship and fundraising role** – 3 shortlisted candidates will be interviewed next week.

**Events** - Hosting National Indian Tournament at Queen's Birthday Weekend

**Midlands** – U21 women won gold at their recent tournament. Waikato has good representation in the U18 teams due to be finalised.

## **Extended Development**

- A Womens Academy has been started with the intention of providing good quality coaches to female players below the regional representative level. This will feed into our Waikato Womens team travelling to Senior Tournament in September.
- Work has been undertaken in the Huntly region with the intention of starting a 6 aside competition there.

**Code of Conduct** - HNZ have updated the Association Code of Conduct which includes Penalty Points attached to players rather than competition.

Waikato Hockey adopted the Code but will exercise discretion in that Penalty points will remain attached to competitions rather than players.

**Hockey NZ AGM** – Held recently in Wellington incorporating inaugural awards.

The Board congratulated Denise Hill who received the 'Administrator of the Year' award

*Moved Truman / Mike – Carried*

The Board congratulated Ben Wilson who received the 'Most Promising Umpire' award

*Moved Mike / Stu– Carried*

The Board congratulated Mike Ward who was a finalist in the 'Community Umpire of the Year' award.

*Moved Truman / Stu – Carried*

**Finance and Risk Management – Draft** Terms of reference have been written and will be circulated for feedback.

**Extended Development** – Declan is working with various groups of people and will form a committee later in the season.

**Board Meeting Focus** – to be deferred for discussion at the next meeting.

Meeting closed 8.55pm