



WAIKATO HOCKEY ASSOCIATION BOARD MINUTES

Date of meeting:	Wednesday, 25 May 2022	Start time:	11:01am				
Venue:	GHC Boardroom						
Present:	Board members: Robyn Polley, Jenny Barkle, Ethan Hohneck (late), Hemi Webber, Bevan Sam, Jamie Millar and Heather Junge Management Team: Ned Sanders and Kris Anderson Board Secretary: Shelley Bishop						
Apologies:	Reiner Vellinga						
Conflicts of interest							
Hemi: re THL owner in regard to the deck proposal. Plus the usual conflicts as per previous minutes.							
Ratification of minutes of last meeting (copy circulated)			Moved	Second ed			
<i>The minutes from the previous meeting (13th April 2022) are confirmed as a true and accurate record.</i> Hemi moves to accept the previous minutes with correction of spelling of Jamie's surname.			<i>Jenny</i>	<i>Jamie</i>			
Matters arising from minutes <ul style="list-style-type: none"> ○ Clarification around JD/SD and how they sit within WHA currently and to be aware of this when constitution is revised. ○ A special board meeting will be set when revising the constitution. ○ Sub-Committee Meeting re constitution and Incorporated Societies Act 2022 is set for 20th June, 5.30pm, GHC Boardroom (Hemi, Ethan, Bevan, Jamie, Polley) ○ Shelley to book boardroom. ○ Aiden has moved from Auckland and keen to help with Judiciary processes as studying Law. 				Shelley			
Financial reports for period ending on 31 March 2022 (reports circulated)							
<ul style="list-style-type: none"> ○ Affiliation Fee increase from HNZ, no longer a covid subsidy applied by HNZ. ○ Table payment for HNZ affiliation fees. Board approved and signed by Hemi. ○ Aged payables - \$3312 is a series of smaller invoices. ○ Canteen down on sales but up on expenses – restructure of the staffing has happened. ○ Review of product costing has been undertaken with cost/profit of items. Changes of item offering and costs has happened and more to come. Sales are fluctuating depending on weather. School hockey has only just started too. Need to be accounted for in the budget taking into account the cyclic variances. ○ Coaching income down – Change within the budget and will need to have a revision in the 6 monthly budget. ○ Sponsorship down – Invoices have just been issued last month to the major sponsors. No foreseen problems seen for the year. ○ Grants down – allocation of NZCT funding is later this cycle as was previously in November, this year application is later and don't foresee any problems. ○ A revision of the forecast of the budget (6 monthly) to be completed and presented to the board. ○ Payments have rolled in since report printed. 							Kris to complete budget review.
<i>Waikato Hockey Association (WHA) appoint Craig Webber, Chair of the WHA Board, as beneficial owner of Westpac Accounts of WHA.</i>			<i>Ethan</i>	<i>Robyn</i>			
<i>Move that the financial reports be accepted.</i>			<i>Robyn</i>	<i>Bevan</i>			

Report by the Management Team (report circulated)			
<ul style="list-style-type: none"> ○ Ned would like to table his thanks to Hemi and Polley for helping with issues within SD hockey. 			
General business			
Fixed Asset Schedule <ul style="list-style-type: none"> ○ Jenny to revise. 			Jenny
Deck extension proposal (quotation circulated) <ul style="list-style-type: none"> ○ Discussed pre-covid to install, coming back to it now that environment around covid has settled ○ Another quote to be done. ○ Cost estimate from THL (Hemi). ○ To overcome the congestion of the door entrance, more social area, also more areas where children can be away from alcohol areas in regards to the child safety act. ○ Doesn't impact the future build/plans with the feasibility study. ○ Presented to WHCT, they have requested community consultation to check this is a need and that clubs are supportive. Discussion around how it would be funded. Requested feedback from WHA requested by WHCT. ○ Stage 2 alleviate some issues in the kitchen area. ○ Comms to clubs in regard to proposal of the deck project. ○ Hemi/Ethan to complete a visual presentation and present to clubs/community to feedback. To include viewing capacity / angles. Tape the steps that would show where the deck would go, what steps would be covered etc. to show the concept visually as well. ○ Concern around capacity and potential of lose of visual points. ○ Acquire feedback from other associations that have viewing decks and discover if they find re sales and view points, ○ WHA to require another quote 			<p>Kris ? Trust?</p> <p>Hemi & Ethan</p>
Meeting re abusive players/umpires/spectators within club hockey <ul style="list-style-type: none"> ○ Increase of problems have occurred ○ Every person asked to attend attended. Polley would like to acknowledge these groups for attending. ○ 3-5 key issues discussed within groups, commonality's raised, how to solve these problems. ○ Meeting between club/umpires held as well – resolved ○ Future to fulfil the umpire development roll to include conduct resolution ○ Site manager suggestion to help on weekends ○ Working group WHA / Umpires / SD ○ Instruction at front gate regarding being onsite and behaviour onsite. ○ Code of conduct / SD Bylaws to be tidied up. ○ Reporting system to be put in place of behaviour. ○ Site manager / conduct officer – who has the authority during hockey games. What are their rights. Put name somewhere visual. 			
Outcome: <i>Polley suggesting that a working group proposed to help alleviate behaviour and complaints and create a system to report / resolve these.</i> Suggestion of: Ned/Polley/SD Member/Umpire Member	Jenny	Bevan	Carried
Health and Safety (report circulated)			
<ul style="list-style-type: none"> ○ Query raised in regards to ladder use. ○ Thanks for the fence extension from members of community for saving balls flying on to practice turf. ○ Process around head injuries and players leaving the turf, duty of care by managers and their role during and after a game. 			
<ul style="list-style-type: none"> ○ Moved to approve Health and safety meeting minutes. 	Polley	Ethan	Carried
General Business			

<ul style="list-style-type: none"> ○ Polley – Cultural discussion around how WHA aligns with Te Tiriti Waitangi and the cultural capability and journey for WHA. ○ How could WHA make the facility more welcoming, include a consultation with Tainui and members. ○ Would require a budget. ○ Heritage community to be inclusive of all. ○ Increase cultural competency. <p>Polley would like to table her recommendation heritage/cultural capability journey of WHA.</p> <p>Ethan to provide feedback at next meeting after HNZ meeting.</p>			<p>Polley</p> <p>Ethan</p>
Meeting closed 12.30pm			
Next Meeting: 29th June 2022 (feasibility study discussion)			
Board meeting schedule: <ul style="list-style-type: none"> • 27th July 2022 (Polley away) • 17th August 2022 • 28th September 2022 			