



WAIKATO HOCKEY ASSOCIATION BOARD MINUTES

Date of meeting:	23 November 2023	Start time:	11.04am	
Venue:	GHC Boardroom			
Present:	Board members: Jenny Barkle, Ethan Hohneck, Robyn Polley, Hemi Webber, Jamie Millar, Heather Junge, Ash Burkhart, Hemi (WHA CEO) Board Secretary: Shelley Bishop			
Apologies:	Bevan Sam			
Conflicts of interest				
The usual conflicts as per previous minutes.				
Ethan, Heritage Hockey, Website.				
Jamie no longer SD Chair, a committee member.				
Ratification of minutes of last meeting (copy circulated)			Moved	Second ed
<i>The minutes from the previous meeting 26th October 2023 are confirmed as a true and accurate record.</i> <i>Move to accept the previous minutes.</i>			Ethan	Ash
				Carried
Matters arising from minutes				
<ul style="list-style-type: none"> ○ Liquor Licence – Delegation of Authority needs to be actioned by Ethan and Des. 				Ethan
Financial reports (reports circulated)				
<ul style="list-style-type: none"> ○ Heather joined the WHA finance meeting yesterday with Hemi, Shelley & Kirsten. Reviewed forecast of financials. ○ Heather to join the WHA finance meetings pre-WHA Board meeting each month. ○ Thank you to Heather for joining WHA on these meetings. 				
<p>Discussion on receivables, Kirsten contacting the outstanding accounts and they are to be given the date as to when players (mostly rep players) will be made unfinancial.</p> <p>Systems: looking to change to have players paid up pre-tournament to save this chasing of accounts.</p> <p>Total Help account resolved with the work in the café with WHCT and journaled the work/contra/sponsorship (2019) as was work in lieu with WHA. Has been delayed due to Covid lockdowns. THL invoice WHA who will on invoice WHCT.</p> <p>Discussion of canteen expenses / income. Due to the extra cleaning of the moving of the café to the temp caravan. Staff had 2 staff on constantly at the caravan due to location. Reduced offering and no inside seating available.</p> <p>Structure of the staffing changing. Hemi and Shelley taking over the management of the café to develop systems for approx. 6 months to improve and create procedures.</p> <ul style="list-style-type: none"> ● Streamline the systems. ● Get the margin up without overpricing. <p>Employsure has been taken on board to help with HR with employee contracts and health and safety.</p> <p>Query around the Rep expenses – the loss is accounted on this for the cost of the NHC coaches and subsidies.</p>				

Query about coaching income and expenses. Board expenses – discussion on what this included.			
<i>Move that the financial reports be accepted.</i>	<i>Ash</i>	<i>Polley</i>	<i>Carried</i>
BUDGET 2023			
To add in comments alongside figures as to how come up with figures. <ul style="list-style-type: none"> Coaching income – grants moved into grants received so figures are different. Grants – purpose of the grants, updates each month and notes around income and capital grants. To be revised at next meeting.			<i>Kirsten</i>
Report by CEO (report circulated)			
Hemi has accepted the Permanent CEO role at WHA. <ul style="list-style-type: none"> <i>Gone into committee to discuss CEO report.</i> Removal of scaffolding in progress delayed due to Rain Café being painted currently, toilets upgraded New sponsors Sponsorship confirmed. New World Te Rapa T1, Lugtons T2. Banners sponsorship confirmed by PKF, Flashpoint Colours of dugouts Black around base boards New cannons on turf, looking for a new supplier as not getting the information required from current contractor. Cello Camera going on Turf 2. New deck resolution didn't happen due to hesitation from WHCT as other priorities were higher. Applications submitted and delayed to boards not met due to Covid within their own boards. Gallagher group meeting in next few weeks. Proposal is in with them giving back to the community by funding Mini hockey. NHC Confirmed for Sept 2023. Go Hockey is vacating by the end of the year. Looking at other options. 			
High performance			
HNZ high performance pathway starting and looking to bring back players to the Waikato.			
Health and Safety (report circulated)			
<ul style="list-style-type: none"> Ethan still to talk to Dave Gray Employure developed policies to be sent to Board 			Ethan Shelley
General Business			
Portfolios: <ul style="list-style-type: none"> Ethan nothing Heather completed Jamie, Jenny, Polley, Ash nothing to report Planning workshop with Trust, SD, JD, WHA Suggest meet Trust/WHA board then go to JD/SD. Ethan driving this to happen.			

<p>New board member 2023</p> <ul style="list-style-type: none"> Jenny finishes at next AGM as 6 years done at next AGM. <p>Incorporated societies</p> <ul style="list-style-type: none"> Pushed to 2026 now 2024 HNZ doing the leg work for associations. Workshops will be held in 2024 for this. <p>Constitution</p> <p>Amendments need to happen at the AGM.</p>			
<p>Meeting closed 1.15pm</p>			
<p>Next Meeting: 14 Dec- Heather apologies</p>			