



WAIKATO HOCKEY ASSOCIATION BOARD MINUTES				
Date of meeting:	17 April 2024	Start time:	11.05am	
Venue:	GHC Boardroom			
Present:	Board members: Robyn Polley (President), Ethan Hohnneck (WHA Chair), Jamie Guthrie, Ash Burkhart, Jason Ganley, Ping S’ng, Des Meads (WHA Trust) Interim CEO / Board Secretary: Shelley Bishop			
Apologies:				
Welcome to our new Board members Jason and Ping.				
Conflicts of interest			Moved	Second ed
The usual conflicts as per previous minutes.				
Interest register template to be created. Ping to sort a template.				Ping
Ratification of minutes of last meeting (copy circulated)			Moved	Second ed
The minutes from the previous meeting 20 <sup>th</sup> March 2024 and the meeting re Ingham Hyandai (as circulated via email) are confirmed as a true and accurate record. Move to accept the previous minutes.			Ethan	Polley
Matters arising from minutes None raised				
Interim CEO Report - Report by interim CEO tabled				
Overview from Shelley				
Financial reports (reports circulated)				
Financials (reports distributed) – Overview from Kirsten.				
i. WHCT payments to be done before end May if possible. ii. Blue Sky Payment received to go to WHCT for management fee at old rate. ii. Invoicing was reserve and prem teams. v. Discussion about staff, list given to Ethan of all staff. v. Police checking of all staff are done to ensure no fictitious people as well. vi. Board to be police checked  Grants discussion. Summary to come to attach to minutes. ii. Look to run 2 budgets (without grants funding). ii. Action plan to correct if income doesn’t come in from funding/sponsorship. Traffic light system for next meeting. x. Grants to go towards operating expenses first and foremost. x. Discussion about playing on Sat again. SURVEY between 4 – 8pm Saturday. xi. Look to provide a bullet point summary for the board as an overview as well. Cashflow and tracking to budget report important.				Vicki  

<ul style="list-style-type: none"> <li>Looking for meeting rooms</li> </ul>			
<b>Health and Safety</b> (report circulated)			
Culswick need to be told the process of coming on site. Ethan to work with Shelley to notify Culswick about the process.			Shelley /Ethan
<b>General Business</b>			
<b>Board Members Portfolios</b>			
Café - Ash			Ash
Sponsors - Ethan			Ethan
<ol style="list-style-type: none"> <li>Commission discussion re selling</li> <li>Ingham</li> </ol>			Ping
Funding - Ping			Ping
<ol style="list-style-type: none"> <li>Processes</li> </ol>			
Finance – Ping			
<b>FBT Vehicles</b>			
Options to work out what FBT options we will do			
<b>Dugout Extension update</b>			
<ul style="list-style-type: none"> <li>Culswick have been on site, had a designer, is looking to do work.</li> <li>Another extension date has been granted.</li> <li>Ash floated that we should consider reporting Culswick.</li> </ul>			
<b>Strategic Plan</b>			
Looking to start			Ethan
<b>Minute Taker</b>			
Mel who does the trust may have someone to do the minute taking			
<b>General Business</b>			
HNZ AGM Voting (see email sent)			
<b>Meeting closed</b>			
Next Meeting: 15 May 2024 11am at GHC Boardroom			