



WAIKATO HOCKEY ASSOCIATION BOARD MINUTES

Date of meeting:	25 September 2024	Start time:	11:06 a.m.
Venue:	GHC Boardroom		
Present:	Ethan Hohneck (WHA Chair) via Phone, Heather Junge (WHA Trust), Jason Ganley, Ping S'ng, Robyn Polley (President) – via phone, Jamie Guthrie Interim CEO / Board Secretary: Shelley Bishop Finance: Kirsten Brinkworth		
Apologies:	Ash Burkhart		

Conflicts of interest

The usual conflicts as per previous minutes.

1. No updates

Ratification of minutes of last meeting (copy circulated)

The minutes from the previous meeting 28 August 2024 minutes are confirmed as a true and accurate record.

MOTION: Move to accept the previous minutes.

Moved By: Robyn **Seconded:** Ping **Result:** Carried

Matters arising from minutes

- No Motion to close the café
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Actions from previous meeting

1. Continue analysing finances **ONGOING**
2. Kirsten and Heather to start working on the budgets **ONGOING**
3. Email Clubs and Schools as a reminder to complete the Health & Safety online form **ONGOING**
4. Letter to be written to ask the council information about the \$11k **NEEDS ATTENTION**
5. Revisit and make a motion to close the café during off season **NEEDS ATTENTION**

Interim CEO Report - Report by interim CEO tabled

Discussion to the Interim CEO Report.

- Operations
 - o Coaching Manager resigned
 - o Interim CEO has declined the CEO role

What functions and services are we doing

Current Plan

- Gather and analyse functions, roles and services that needs a matrix to compare current and possible future (especially timings) – Ethan, Jamie, Shelley
- Financial Forecast – Finalise ASAP – Heather, Ping, Ethan, Shelley, Kirsten
- Discussion to be held around advertising for CEO/GM Role - Jason
 - o Ethan to supply interim and full time JDs
- Cars – Relook at cars now that Reiner is leaving – Jason & Ethan
- ALL TASKS ARE URGENT NOW

Financial reports (reports circulated)

Kirsten joined the meeting.

Overview from Kirsten.

MOTION: Move to add Ping as a signatory for all the Waikato Hockey Association accounts and associated internet banking.

Moved By: Ethan **Seconded:** Jason **Result:** Carried

- September Café account at a loss, should be covered by the Coke contracts
- Café stock take – Ethan & Jamie
- August accounts – good
- Receivables all people invoiced
- Financial Forecast – Projected loss
- List places where clubs can get funding
- Grant funding model where we have a reliance on Grant Funding Kirsten has taken it as far as she can. Should this be in the CEO position.
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WHCT Report – Heather

- Grass roots was deferred to September \$150k
- Lotteries Commission decisions on 13 December \$298k
- Funding received from Wel Energy \$103k – For Turf 1 lights
- Turf 2 carpet replacement pending the above grants
- At Z stations they have community grants and customers apply in the store
- Give a little doing ok, Mel Ruffell promoting

Health and Safety (report circulated)

Standard as usual

General Business

1. Important Business

- a. Report by interim CEO (report distributed)

- b. Financials (reports distributed)
 - i. Financial Analysis
- c. Waikato Hockey Charitable Trust (Heather)
- d. Health and Safety (meeting minutes to come)
- e. Board Members Portfolio (any updates to report)

2. General Business

- a. Council Invoice for Development Contribution for the new verandas
 - i. Followup

ACTION: Ethan to ask Ash to handle, Jason to send email to Ethan

- b. Café over the summer
 - i. Final Decision

MOTION: Move to close the Café over the summer

Moved By: Jason **Seconded:** Ping **Result:** Carried 6 yes

- c. Restructure Discussion – In Shelleys report

3. In Committee Meeting

Meeting closed

Meeting closed at 1.10pm

Next Meeting: 23 October 2024 11:00 a.m. at GHC Boardroom