

Eastlink Badminton Stadium
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WAIKATO BADMINTON ASSOCIATION (Inc) held 19 December 2022 at 6.32pm at Eastlink Badminton Stadium

PRESENT: Stu Morgan (President), Susannah Leydon-Davis, Rupinder Virk, Kenneth Yew (On line), Thomas Walther (CEO), Loloma Foster (Financial Controller).

APOLOGIES: Were received from Dominic Buckell.

MINUTES: Moved S Morgan/R Virk THAT the minutes of the Board meeting held on 14 November 2022 as distributed are a true and correct record. CARRIED

MATTERS ARISING:

- Grassroots Trust application: changes and added and to be resubmitted by 23 December. Rupinder to forward his ID.
- Fire Evacuation Policy: L Foster to forward to S Morgan.

HEALTH & SAFETY: T Walther expressed his concern regarding the stairs to the upstairs 'Committee' room which is used solely for the storage of uniforms. Eastlink Badminton Society to be advised of the H & S concerns and Done Safe to be updated as to the risk. The necessity of a second fire alarm exit from the room to be reviewed at its next meeting.

Staff safety: Due to the present criminal situation it was suggested that the downstairs kitchen doors remain locked if any staff member was in the office when no-one else was in the stadium.

FINANCES:

- 2021/2022 Annual accounts: L Foster contacted Rose City Accounts to proceed with the audit.
- T Walther to review and apply funding applications according to the 2023 budget and contact R Virk for assistance if and as required.
- Lion Foundation: Although Lion Foundation normally did not have closing dates, due to the
 festive season closedown, 20 December appears to be December's final date. As L Foster had
 started the application according to the resolution (14 November), budget details were not
 available T Walther and K Yew to liaise for the Youth Development programs including
 administration costs.
- Stadium Sponsorship 2023 : Accounts to be sent out in April which will allow T Walther time to meet those who have current stadium sponsorship.

GENERAL BUSINESS:

- Staff Resignations:
 - S Leydon-Davis to forward the documentation for the advertisement, including the job check to Thomas and Rupinder for feedback and any alterations required before being processed.
 - M Bramley: T Walther felt that there were plenty of persons in NZ who could cover the current job description for this position.
- Waikato International 2023: Due to the lack of experienced tournament staff it was unanimously decided to advise BNZ, that WBA were not in a position to hold the event. A courtesy call to Manawatu Assocation would also be appropriate.
- Recruitment of 2023 Board Members:
 The vacancies to be advertised on WBA's website. Sport Waikato also to be contacted for interest in joining the Board.

8.50pm L Foster left the meeting.

NEXT MEETING: Monday to January 2023 at 7pm	•	
Confirmed this day		
	Chairperson	