

**WAIKATO BADMINTON ASSOCIATION (Inc)**  
**held 20 March 2023 at 7.05 pm at Eastlink Badminton Stadium**

**WELCOME:** Stu Morgan welcomed Andy Liu, Kate Whitten, Xiaocui Zhou who were attending their first Board meeting and thanked them for being available to be appointed to the WBA Board.

**PRESENT:** Stu Morgan (President), Thomas Walther (CEO), Loloma Foster (Financial Controller).

**APOLOGIES:** Were received from Rupinder Virk, Dominic Buckell, Kenneth Yew and Karyn Walter (new Board member).

**MINUTES:** The Minutes of December 2022 and 16 January 2023 had been corrected but were unable to be approved as true and correct due to the absence of Board members who were at these meetings. L Foster to forward copies via email to be approved by D Buckell and R Virk then put on the website.

**MATTERS ARISING:**

- Eastlink Badminton Society WBA delegates for 2023 appointments were to be considered at the next Board meeting.
- Insurance Review: This has been completed.

**HEALTH & SAFETY:**

- Fire Drill : successfully carried out on 3 March. Drills are to be scheduled 6 monthly as is required. CEO to register with the appropriate department.
- Stairs behind court 1. Although concerns had been raised regarding children using the stairs it is necessary to ensure fire evacuation access to the top office remains. The office is required to have two exits. T Walther also advised that a physio is keen to use the facility.
- Camps on site: T Walther has checked WBA's insurance policy as to whom covers the responsibility for juniors attending overnight camps. The carers who will be responsible to be police vetted and that both a male and female adults be in attendance. WBA's responsibility for juniors wellbeing is covered while using the facilities at any other time.

**FINANCES:**

- T Walther tabled P & L report for the past 5 months until 28 February and compared with the past three years he is reasonably confident that the general position of WBA's income/expenditure is positive.
  - Price increases : to be effective as at 1 April 2023, these include court hire
  - Training Fees have been increased and although some past players have decided not to continue, there is continued interest received from new players to join the training sessions.

- NZCT Grant application to be discussed at the next meet to allow T Walther to have a one on one meeting with the grant audit team.
- Stadium Signage account: Active Health has been contacted by both Rupinder Virk and L Foster requesting payment of 2022 signage account. In both cases Mike has agreed to arrange payment but this has not yet been received. T Walther to contact.

#### GENERAL BUSINESS:

- People and HR Updates:
  - J Webber contract expires 31 March 2023. T Walther intends to offer a permanent part time 12 month position. CEO to complete the necessary documentation.
  - Community & Development Coach: Jonas Kramer-Nissen has been appointed and arrives 30 March with a start date 3 April 2023. T Walther to meet Jonas on arrival.

Accommodation: Andy Liu to check with the university contacts for a single room apartment. If available book on behalf of WBA. In the mean time S Morgan to check with his staff for any apartment share is available.

- Waikato Open/NZ Tour: T Walther reported on the organization, staff, BNZ staff amazing contribution to make this event a success. There were hiccups which were handled professionally but with positive feedback. The kitchen/meals were prepared and served by Neda Walther and the Board acknowledges her contribution with thanks.
- Eastlink Hub: The community hub day held received very little support with P Paterson attending. T Walther attended the Eastlink Hub board meeting .
- WBA Board members as listed were formally appointed with thanks.
- Security: L Foster expressed her concern of the lack of security and lights being turned off in the evening. On arrival she has found doors unlocked, lights still turned on, front door open with the mat holding the door ajar. All users must be made aware of the necessity of securing the building.

**NEXT MEETING:** Wednesday 26 April 2023 at 7pm. T Walther to send invitations to acknowledge the retirement of L Foster and resignation from Alicia Ulrich (Patron).

Meeting closed 8.35 pm

Confirmed this day .....

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Chairperson

