



BOARD MEETING: September 2nd - 6.00pm, 2024

Eastlink Badminton Stadium, 60 Old Farm Road, Hamilton East

Present: Stu Morgan (President), Dominic Buckell, Aloha Sisson, Ben Perkinson, Kate Whitten, James Davidson, Joanna Scott (GM), Jennie Beagley

Apologies: Karen Walters

Minutes of meeting 24 June approved: Kate Whitten moved, Ben Perkinson seconded. Unanimously approved.

MATTERS ARISING:

- Building wash complete
- Board members have been issued a fob.
- Door bell is not in yet – look into one that has a timer to be set to office hours or put a sign up to let people know it will only be answered during certain times. The office window is now open so you can hear better if anyone is at the door.
- Proposal for cameras to be placed around the premises for extra security are still a low priority so work in progress.

Eastlink update

- Regular WBA/Eastlink meetings happening with Maurice, Joanna and Dom
- Hole in floor and door hinge are still to be fixed.
- Paperwork is to be put in place to make clear who is responsible for what and roles between WBA and Eastlink.
- 70k funding sent back to Lion due to not getting other funding to enable applying to the lotteries commission. Suggestion to get Waikato Badminton and Eastlink to get the funding together – around 130k and need 1/3 of the budget for the project. Possibility of taking out a loan however need an underwriter if a loan is applied for.
- WBA are clear that they are in charge of the net posts not Eastlink.
- Building WOF has gone through.

Finances

- Profit and Loss and Aged receivables circulated for July and August. July was a deficit due to significant bills paid - BNZ affiliation fee and Palmy Accommodation.
- July included the estimated paypal tournament entry fee income that had not been transferred or accounted for for 2 years. Work needs to be done to report the actual figure that has been transferred once reconciling the paypal account with xero is completed, this will be done before year end.
- Decision was made to just focus on next years budget rather than do one for the last quarter. Jennie will send out the final p&l at the end of September for the year ending.

Budget

- Proposed Budget was circulated based on all the current financial information we have in xero and what Joanna collected in regards to all fee income from Sam and Joe as well as any other spending we know needs to happen in 2025.
- Proposed Grant funding was also distributed. There is a higher dependence on funding for coming year due to the lack of robust financial information and income collection processes in the last couple of years which has led to loose income figures and more money that needs to be spent. New income streams will be investigated in 2025 so the funding requirement is less.

- Areas to work on are Palmy and catering as currently running at losses, Joanna to investigate team sponsorship or fundraising and/or family contributions to pay for those costs moving forward. Also looking into tournament and event catering to be profitable.
- Looking to increase sponsorship and fundraising for WBA. Ideas are to create sponsors package with different add ons and having events such as quiz nights which collect good income to fund different things.
- Eastlink to do some work around insurance and other costs and are looking to raise the rent by at least 10% and suggest having an improvement fund in the budget.
- Asset purchases include new sweepers – suggestion to get them to do a demo before purchasing. CRM/website – Joanna has reached out for a quote from Luke and provided other quotes in handouts for CRM system. Netposts – quotes provided. New vehicle – need to weigh up between leasing or purchasing as costs like signwriting would also come into play. Could purchase Joanna's current car once lease expires then no need for signwriting.
- Joanna is looking at changing Sherry's role and her remuneration is subject to change to align with what immigration requires for the role change. Sherry is getting better in the coaching space with organising and has good feedback coming in around her performance.
- Budget to be passed at a special board meeting at the end of the financial year.

Coaching and Player pathways

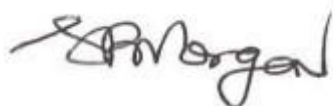
- Discussion around what Coaches need from WBA and providing a pathway to get the best coaches. Support for coaches should be priority before development and conversations need to be had on how current coaches coach the whole package as well as skills. Suggestion made to have workshops to fill those gaps however can be limiting. Experts in the field could create something that is fit for purpose for the coaches as more individualized. Joanna to get feedback on current coaches performance in these areas from grassroots players.
- Player pathways – reach out to the Uni to see about scholarships.

General Business

- Stu to resign as President
- Staffing – Joanna feels supported from the board to manage staff. She does and will call on the board's support if needed. She is aligning KPI's for staff with the financial year and getting plans in place to see how that goes. She's putting clear JD's in place when changing roles.
- Eastlink community hub have idea for super power solar panels on the roof and selling excess power. The structure of our building might not work. Go back with feedback.
- The meeting finished 7.20pm

NEXT MEETING To be confirmed.

Signed by



Stu Morgan – Chair of the board