



BOARD MEETING: June 24th @6.00 pm

Eastlink Badminton Stadium, 60 Old Farm Road, Hamilton East

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

Minutes of meeting 15 April approved: Karen Walters moved, Aloha Sisson seconded. Unanimously approved.

MATTERS ARISING:

- Building wash coming up soon
- Board members without fobs need to be issued a fob. James, Karen, Ben.
- Proposal for new alarm system – alarm that makes a noise when the door is left open has worked really well in other places. Door bell is high priority - \$2,200.77 inc gst for door system approved .
- Proposal for cameras to be placed around the premises for extra security however at this point they are a low priority.

Finances

- Cashflow summary and statement circulated. Proposal to set a fit for purpose budget for the last quarter as the current one does not align and is not used as a benchmark for money available and used. Future financials will show the profit and loss actual figures against monthly budget to give a clear picture of how WBA are tracking. **Action point** – Joanna and Jennie to do last quarter budget and Jennie to organize in xero.
- Stadium income was not accurate due to the current process of training fee payments not coming through xero. Proposal to change the current process so everything is in xero and gets invoiced from xero for accurate financial information, reporting and tracking at any given time. **Action point** – Jennie and Joanna to organize with Sam and Joe.

Grants and Funding

- Joanna will be going through the master list and seeing what is applicable
- Eastlink has applied for grants through Trust Waikato

Facilities

- Building wof failed inspection due to emergency lighting not working, can fix part but can't get the right bulbs fittings for a 12 vault system. 30k sitting in Eastlink account so can get the system fully replaced to accommodate new vault system.
- Honours board – a club has asked something goes up to display new honours board shield in the meeting room above window, problem is that one club goes up then all the old boards that are locked away need to be put up somewhere and if you do it for one club you need to do for all. Suggestions are as follows:
 - to give all the clubs the opportunity to put something up but control the look of it, then bring the other boards down.
 - Put up something to acknowledge members that have done great things.
 - Bring their boards with them when they come for tournaments and display then take it away again.
 - Do an advertising type thing for each club organised by WBA.
 - Propose to have main sponsors as you walk in the door maybe on the notice board? QR codes etc and something to celebrate the clubs.

New Board Members

Eugene and Jahvaya have both registered their interest in joining.

- Eugene could be a possibly be a good representative for the parents voices and a good link

between parents and Joanna. There have been issues with Palmy and overseeing things like that and addressing issues from years gone by and juniors.

- Concerns with someone coming in and bypassing the new GM so there should be a strong reason to bringing in a new board member there is a full board.
- Is there a gap on the board that needs to be filled that meets the vision and intent of the organization?
- Operational challenges to be worked through over the next 6 months before deciding. Important to create a link with the juniors and the governance as WBA are losing members especially juniors.
- Give candidates an indication that we will be looking to make a decision at the AGM for the following season – park until then.

General Business

- Coaching sub committee – Joanna to meet with others to discuss.
- Hand rail – Dom has drawing but not price.
- Pat Dallinger sign – MBE needs to be the same size as her name. **Action point** - Stu to talk to Luke to sort.
- Function to welcome Joanna with life members, board, sponsors and staff on 19th July 2024. Will be the 1st day of under 19's tournament, budget 20/head. Stu to contact Pukete Neighbourhood House and Café 91 for pricing and booking.
- Nets issues – Masters had problem as the net was uneven in height. Problem is not with nets but the posts need to be compliant – Dom is trying one out to see if they can comply so work in progress. **Action point** - Dom to report back.
- Joanna has asked the purpose or goal of WBA and what it is wanting to achieve. Status quo is fine but she needs an idea on what she needs to focus on for the plan for the next year and what are key things for the next little while.
 - Stability and visibility are key.
 - Understand what the clubs want to get ideas of what is needed and wanted and how WBA are going to go about it and understand the top things to help set the budget for next year.
 - Need to meet the needs of the people in the community and understanding them.
 - Being clear on where the opportunities are for funding and where you want to take the Association.
 - Engage with community, plan what is happening in the community space and plan about funding.
 - Sustainability for having the right resources and upping the current coaches rather than bringing people from overseas. Putting in a development framework for coaches and looking to the future for juniors.
 - Uplift and upskill current coaches rather than changing
- Look at the roles of Sam and Joe and review and change
- Critical 3 things to smash it out of the park with Joanna's role – community engagement, coaching and funders/stakeholders. Does it meet the mission statement, yes and it helps to expand the community.
- Joanna's biggest gaps – alignment where things sit, ie community - in their job description then they should not be sitting behind a desk. Community space - financial planning to make it a good community space.
- What would Jo want from WBA – to be on same page with clarity on direction and the key pieces on strategic plan are put through. Budget is put through to make sure we are tracking correctly, good robust budget set then there is less that the board needs to be involved.
- 6 weekly meetings – Mondays at 6pm

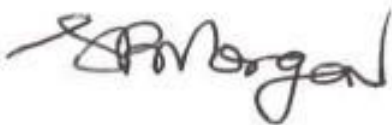
Health and Safety

- Joanna looking into it for logging. Looking at a Google form to stay open.
- Sponsor staff and other key people to do first aid and defib course.
- Police vetting up to date. **Action point** - Joanna to check that it is happening and that measures are in place and if an issue came to us what policy would be followed. Police checks need to be sorted before Palmy check transgender policy.

The meeting finished 8.20 pm.

NEXT MEETING To be confirmed.

Signed by

A handwritten signature in black ink, appearing to read "Stu Morgan". The signature is written in a cursive style with a large initial "S" and "M".

Stu Morgan – Chair of the board