



**BADMINTON NORTH HARBOUR  
Minutes of the Board meeting**

Held at Harbour Sport House and via zoom on Tuesday 25 July 2023.

The Board meeting was called to order by Karen Blank at 7:01 pm.

**Present:**

Karen Blank, Dorothy Callister, Simon Joe, Connie Lee , Kati Turver, and Mark Werman

**Apologies:**

Kerrin Harrison and Chris Davis

**Absent:**

**In Attendance:**

Glenn Cox (Chief Executive), Annabelle Galvez (Secretary)

**Approval of Minutes:**

The minutes of the meeting held on 15 June 2023 were accepted and approved as true and accurate records by the board.

**Matters Arising:**

- Harcourts Cooper and Co update – 4 year contract signed by Harcourts
- Need to check if the lounge chairs at the mezzanine can be commercially cleaned and re-upholstered
- TAB funding for Palmy – BNH has sent accountabilities and feedback

**Correspondence In/Out:**

- Scope of work from assessors

**Financial Report:**

- Contents insurance settlement payments all received

Financial reports received, approved, and accepted by the board.

### **Chief Executive's Report:**

- Proud of NH players results this year at the Junior Championships in Palmerston North - first time an association to win all age group
- Special thanks to players for their hard work, the parents and volunteers for their support

The Chief Executives Report was accepted by the board.

### **Health and Safety:**

- Nothing to report

### **General Business:**

#### **Insurance and Building Update**

- Contents insurance settled
- Scope of work and geo tech report discussed
- Assessors to attend a meeting and explain the scope of work with the board
- CE briefly discussed some details and options for hall layout
- Electricals will be shifted to old club kitchen
- Some limitations with regards to court seating due to limited space
- Some old umpire stands and net post to go to Titirangi Badminton and Wellington Badminton

#### **ATP Update**

- They are coming up with another design at no cost.
- A project manager will no longer be required

#### **Active BC Facility**

- Still no response from the landlord and contract ends in August
- Active BC will just play by ear and will keep going forward

#### **IT Update/Xero**

- Karen had another meeting with Catherine from Xero and Karen Willins
- Reasonably on target, positive and quite happy with where it is at the moment and now looking at what reports are actually needed
- Mentioned some adjustments and difficulties on the P&L as there are too much going on that area – Karen Blank to request for Simon to get a viewing access to Xero

As there was no further business, the meeting closed at 7:58 pm.

**The next Board meeting is to be scheduled on Thursday the 31st of August 2023.**

Chairperson:  .....

Dated: 31/August/2023