



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

Held at Harbour Sport House and via zoom on Thursday 31 August 2023.

The Board meeting was called to order by Karen Blank at 7:12 pm.

Present:

Karen Blank, Dorothy Callister, Simon Joe, Kati Turver, Kerrin Harrison, and Mark Werman

Apologies:

Connie Lee and Chris Davis

Absent:

Conflict of Interest:

Karen – IT
Kerrin – BNZ

In Attendance:

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

Approval of Minutes:

The minutes of the meeting held on 25 July 2023 were accepted and approved as true and accurate records by the board.

Matters Arising:

- Harcourts Cooper and Co update
 - another 4 year contract starting 2024 signed by Harcourts at \$50k each year, total \$200k
 - all signages at their cost
 - need to sign with Chris and return a copy to Harcourts
- Active BC, Apollo – finally got hold of the landlord and they are keen to sell the building. Denis from Active BC knows of someone interested to purchase the building and willing to renew their lease. Glenn will meet with them Tuesday for update.

Correspondence In/Out:

- Letter from players re support

Financial Report:

- Just paid \$85k for GST
- BI underway from August to January period

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

Chief Executive's Report:

- Glenn appointed chair BNZ Para-Olympic selection panel for 2024 Paris Olympics
- BNH facility ongoing demolition work and facility condition briefly discussed

The Chief Executives Report was accepted by the board.

Health and Safety:

- Nothing to report

General Business:

IT Update

- Going well on target, had a slight glitch but got all sorted
- Need to sit down and catch up with Glenn and Catherine from Xero on some areas
- Glenn mentioned Counties Manukau would like to know our cost centre codes – just for comparison
 - Board said maybe when we have refined our system

End of the Year Dinner

- Discussed some ideas of having spit roast at Fairway Events Centre for NH players, to recognise their efforts and for doing exceptionally well this year despite having no hall to train
- Dinner will be free for players (around 160) but not partners
- BYO drinks
- Prizegiving will be held at the same time

Strategic Plan

- A reminder that Strat plan will end next year
- Suggested to bring in Jo Hewitt on board as an outside person – board agrees and Karen will talk to her

Approval of Budget

- Glenn said it is still a working document
- The 2023-2024 budget was approved by the board.

ATP Update

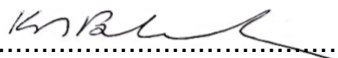
- Another architect was engaged
- Glenn presented and discuss the architect's new ATP architectural plan and layout to the board
- Glenn to meet and work with the architect some layout requirements for badminton according to the plan next week
- Another facilities committee will be formed
- Each sport will be responsible on their own

Insurance Policy

- A letter from the brokers – they're looking at an option of getting insurance overseas to cover flood insurance
- Board queried if the company is licensed in NZ – need to check the contract
- They are also looking at domestic companies and other options then will inform the board
- Current insurance will cover until building is finished

As there was no further business, the meeting closed at 8:00 pm.

The next Board meeting is to be scheduled on Thursday the 5 October 2023.

Chairperson: 

Dated: 5/October/2023