



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

Held at Harbour Sport House on Thursday 1 February 2024.

The Board meeting was called to order by Karen Blank at 7:00 pm.

Present:

Karen Blank, Dorothy Callister, Simon Joe, Kerrin Harrison, Mark Werman, and Kati Turver. Connie Cheng and Chris Davis (on zoom)

Apologies:

Absent:

Conflict of Interest:

Karen – IT and Kerrin - BNZ

In Attendance:

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

Approval of Minutes:

The minutes of the meeting held on 28 November 2023 were accepted and approved as true and accurate records by the board.

Matters Arising:

- BNZ correspondence – no reply yet regarding the affiliation model
- Board to email back to BNZ for an update
- Court mats – will go with 7ml and will confirm the order once we get the council consent

Correspondence In/Out:

- Edward and Gaea – support letter

Financial Report: As circulated

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

Chief Executive's Report:

- Staff assessment completed in December and all salaries updated in January
- NH Players are back from Indonesia training camp – fees and accommodation all paid – 16 players plus coach

The club invited our players for u17 teams tournament in April-May. We try to create a relationship with the club so we open our resources. Board suggested to ask Fanny for a summary of the training.

- BNZ acknowledged the Harbour Sport office rental contribution starting January 2024

The Chief Executives Report was accepted by the board.

Funding Resolution

The board passed a resolution for the Chief Executive to apply to TAB NZ for a grant of \$27,512.50 excl GST to assist with the cost of rental vans and accommodation for 72 players and 13 coaches/managers to attend the New Zealand Junior Team Championships 2024.

Health and Safety:

- Nothing to report

General Business:

IT – Xero

- Xero started running 1st of January
- Edward has done a lot of work with coding which is still ongoing and Gaea and Annabelle had an overview as to how to do squads/programme fees reconciliation in Xero
- Squads invoices still needs to be done in the previous system but needs to be reconciled in Xero until we have the new system up and running in June
- Glenn to send reports and budgets documents out from Xero – just need to check the headers

Audit – Karen acknowledged Simon and Mark for all the work

- Still waiting to find out if we can move the insurance money out of the income
- As soon as we hear anything – we'll need to decide when we can have the AGM
- Chris mentioned we need to make a decision whether we have to wait for the audited financials or just proceed with the AGM without the financials
- A suggestion was to wait for another week

Building Update – Bond Crescent

- Still waiting for building consent from council
- Discussed some additional points received from council including the removal of the control box, a lift or ramp for disabled players, and the need for a sprinkler system etc
- Council required an updated engineers' report on the overall structure

- Assessors went back to insurance to check the policy with regards to their contribution to above received points from council – now awaiting from the insurance company's reply

Active BC, Apollo

- Rent at Active BC, Apollo is currently on a per month basis
- Denis looking at another facility at Corinthian Drive, Albany – can accommodate 10 courts and has concrete flooring
 - Ross is unwell and doesn't want to be involved with the new facility
 - Denis needs support in the booking system, board suggest we need to get involved and support Denis with the Corinthian Drive facility as Denis is doing this for North Harbour
 - The board agreed to recognise Denis Leong for doing this to help North Harbour

ATP Update:

- Resource consent had been applied for
- Costing for building consent received and circulated to the board
- Grant application applied for 1.1M funding towards building consent
- A very realistic project with good support
- Challenge is where to source for the funding

Players Sponsorship:

The board has agreed to support players Edward and Gaea for the Oceania Championship tournament in Geelong, Australia. \$400 each player

BNZ AGM

- Glenn suggested to put forward a nomination for Julie Carrel for BNZ Life Membership

BNH December dinner function acknowledge as a successful event.

As there was no further business, the meeting closed at 8:06 pm.

The Board went to in-committee meeting.

The next Board meeting is to be scheduled on Tuesday the 5th of March 2024.

Chairperson: 

Dated: 5 March 2024