



Minutes of the Board meeting
Held via Teams on Thursday, 9 April 2026

The Board meeting was called to order by Karen Blank at 7:05 am

Present:

Karen Blank, Kerrin Harrison, Simon Joe, Chris Davis, and Connie Cheng Lee

Apologies:

Kati Turver, Mark Werman, Edwin Lau (intern)

Absent:

Conflict of Interest:

Karen – IT, Kerrin - BNZ

In Attendance:

Glenn Cox, Annabelle Galvez

Approval of Minutes:

The minutes of the meeting held on 28 February 2026 were accepted and approved as a true and accurate record, noting minor updates to reflect circulated proposals and resolutions for Pelorus Trust.

Matters Arising:

Resolution completed relating to Pelorus Trust correspondence.
No further matters arising.

Correspondence On/Out:

None

Finances:

- March financials not yet finalised; First quarter tracking positively overall.
- Depreciation now shown separately for clarity.
- Final reports pending completion of depreciation schedules and shuttle transfers.

Chief Executive's Report:

- Strong registrations: **770 registrations** within the first three months.
- Target of **800+ registrations** projected for the year.

- In-person board meeting considered highly productive; agreement to hold **1–2 in-person meetings annually**, scheduled on weekends where possible.
- Oceania Championships rescheduled by BWF to **December (Week 50)**.
- No Oceania Championships until **December 2027** due to calendar changes.
- Upcoming qualification events:
 - Sudirman Cup qualifier: October
 - Thomas & Uber Cup qualifier: December
- BWF AGM voting on proposed scoring change (3 games to 15). Potential domestic alignment to be reviewed once the outcome is known. They need 66% of the votes to get through.
- Limited engagements so far from BNZ CEO; likely due to transition period.

Health and Safety:

- Slippery conditions identified due to weather; monitoring ongoing.
- Drains cleaned in preparation for the typhoon
- Hall closure will be considered only if safety becomes an issue.

Committee Updates:

- **Finance:** No update.
- **Legal / Harbour Sports Hub Trust Deed:**
 - Karen to send draft to Chris for review.
 - A query was raised regarding the execution page, which provides space for only **two trustee signatures** despite multiple board members/stakeholders.
 - Clarification deferred pending review of the full document.
 - Document to be circulated for further review.
- **HR:**
 - Accounts Manager role disestablished; financial services to be outsourced.
 - Staff member supported through transition; extended remuneration agreed.
- **Policies:**
 - Child Protection Policy under review using the **Sport Integrity Commission** template.
 - Revised policy expected for review at next meeting.

General Business:

- Board thanked Annabelle for the Annual Report.
- **Affiliation Fee (2027):** Agreed to retain at \$60. Review planned for future years.
- **Harbour Sports Hub Trust:** Draft deed to be reviewed further.
- The Board acknowledged inequities in venue hire rates across facilities.

Facilities Update

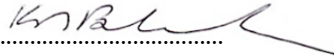
- Since the flood and rebuild, several optional facility upgrades were discussed for the next 5 -10 years.
 - **Solar installation:** Estimated cost \$50–70k, 5-year payback; (subject to roof condition assessment), hybrid inverter recommended (\$3,000 extra) to allow future battery installation
 - **Air conditioning:** Estimated cost \$120k, not a priority, but would improve year-round comfort
 - **Centre recladding:** Estimated cost \$280–300k (long term).
 - **Court Mats:** planned replacement in 2-3 years
- The board discussed the need to set aside funds for future projects, strengthen financial processes, and improve governance around the use of reserves.
- It was agreed that a clear financial and reserve policy should be established to:
 - Define the purpose of reserve funds
 - Set spending thresholds requiring board approval
 - Identify matters that must be referred to the board
 - Prevent inappropriate future use of reserves
- A prioritised list of potential projects with benefits and estimated costs will also be developed and reviewed periodically.

The Board agreed to:

- Progress roof inspection and maintenance first
- Progress Solar, once the roof work is completed
- Put air conditioning and recladding on hold
- Glenn to draft a financial policy for review at the next meeting

As there was no further business, the meeting closed at 7:48 pm.

The next Board meeting is scheduled for 26 May 2026, 7.00 pm

Chairperson: 
Karen Blank

Dated: 26 May 2026