



Minutes of the Board meeting
Held via Teams on Tuesday, 26 May 2026

The Board meeting was called to order by Karen Blank at 7:02 am

Present:

Karen Blank, Simon Joe, Connie Cheng Lee, Kerrin Harrison, and Mark Werman

Apologies:

Chris Davis

Absent:

Conflict of Interest:

Karen – IT, Kerrin - BNZ

In Attendance:

Glenn Cox, Annabelle Galvez, Edwin Lau (Intern)

Approval of Minutes:

The minutes of the meeting held on 9 April 2026 were accepted and approved as a true and accurate record, subject to the next meeting date being amended to the 26th.

Matters Arising:

No Matters arising

Correspondence On/Out:

None

Finances: As circulated

- ☐ The financials were received and accepted.

Chief Executive's Report:

- ☐ The board discussed the current player levy of \$17 and noted historical levy levels.
- ☐ Concern was expressed about the value of sanctioned events and whether sanctioning should continue to be reviewed in future years.
- ☐ The board acknowledged the recent \$10 million project milestone and noted that Badminton North Harbour's contribution requirement is approximately 15%, inclusive of contingency.

The Chief Executive's report was received and approved.

Funding Resolution:

The Board resolved that the Events Manager apply to Devonport-Takapuna Local Board for a grant of \$ 14,508.00 incl. GST to assist with accommodation costs for the Technical Officials for the **North Harbour International Future Series 2027** from 10-17 April 2027.

Health and Safety:

- Glenn advised that the health and safety process has been reset with a new provider.
- Members to complete the onboarding process and advise Glenn if they have not received the relevant information.

Committee Updates:

- **Audit & Risk Finance:**

Audit and Risk advised that the finance policy had been reviewed and was largely satisfactory, subject to minor wording changes.

The policy was expanded to cover both finance and insurance matters.

- **HR:**

HR advised of a pending amendment for Glenn around the contract, including the trial periods. No other changes that would be relevant.

- **Policies:**

The board discussed maintaining insurance cover at \$500,000, subject to final review and confirmation by email.

Signing authority arrangements are to be reviewed further for legal and procedural clarity.

General Business:

Strategic Plan Survey Update

- Board members were reminded to complete the strategic plan survey.
- An update was provided on survey participation, focus groups, and workshop activity.
- Ricky is expected to present an overview and proposed workshop direction at the next in-house meeting.
- An invoice exceeding the previously understood amount was noted and has been referred for correction.
- AktivAsian is supporting Asian community engagement as part of the consultation process.

Account Manager Update

- The settlement payment covering one month in advance was confirmed as having been paid at the beginning of May, and this matter has now been clarified and progressed.
- A proposed process for the period through to Christmas has been circulated. It was noted that, given Glenn's five-week leave period during this time, Karen's involvement provides continuity and confidence that matters will be managed appropriately in the interim.
- It was noted that consultant work, along with internal workstreams, will be reviewed further to confirm next steps and current positioning.

- A meeting has been held with an external company to review aspects of financial pre-audit, which has begun to open up alternative options for consideration.
- It was noted that the provider used last year proved very expensive, and as a result, further review is underway to assess the current market position and whether a better approach is available.

BNZ New Zealand

- The board considered the remits for the upcoming Badminton New Zealand AGM.
- Support was expressed for increasing elected board members from **three** to **four** and reducing appointed members from **three** to **two**.
- Members noted that wording should clarify that the *appointment* of appointed board members **must occur** within 90 days after the AGM, rather than referring only to the announcement.
- Support was also expressed for allowing elected vacancies to be filled through a special general meeting process.

Harbour Sports Hub and Trustee Update

- Glenn advised that trustee documentation remains with the lawyers following multiple rounds of feedback and that a final draft is expected shortly for sign-off.
- The document is required by the council and will also support external funding applications.
- Glenn advised that a final response from Simpson Grierson is expected this week, after which the matter should be concluded.
- The board noted the successful award of a \$10 million council grant for Harbour Sports Hub.
- A meeting is scheduled to finalise an expression of interest to Foundation North.
- Chairs and Chief Executives will meet to coordinate the next phase of fundraising and planning.
- The board was advised that building consent responses have been submitted and a response is expected within approximately two weeks.
- Concern was noted regarding escalating architect costs, and Glenn advised that no further payment would be made until the next council funding tranche is received.
- The need for a dedicated project manager is to be considered at a future meeting.

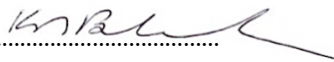
North Harbour facility's 50th Anniversary

- Karen invited board members to provide ideas for acknowledging the **50th anniversary** of the North Harbour facility, which is on **26 September**.

As there was no further business, the meeting closed at 8:09 pm.

The board went into an in-committee meeting.

The next Board meeting is scheduled for 2 July 2026, 7.00 pm

Chairperson: 
Karen Blank

Dated: 2 July 2026