BADMINTON
NORTH HARBOUR

Minutes of the Board meeting

Held via Teams on Tuesday, 2 July 2026

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

Present:
Karen Blank, Kati Turver, 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 26 May 2026 were accepted and approved as a true and accurate record.

Matters Arising:
No Matters arising

Correspondence On/Out:
None

Finances: As circulated

- A six-month financial update to the end of June is expected soon.
- The organisation appears to be tracking satisfactorily when depreciation is excluded.
- Financial reports are expected to be ready by the end of next week.
- Foundation North funding is expected this month.
- Squad fees are also expected.

The financials were received and accepted.

Chief Executive's Report:

- The Chief Executive provided a verbal report ahead of the upcoming meeting scheduled for 30 July.
- Solar installation is expected to proceed later in July, subject to permits and weather conditions.
- The Harbour Sports facility project remains active but complex, with funding, construction cost, governance, and operational matters continuing to require attention.
- Auckland Council funding of $10 million for Harbour Sports Hub has been confirmed for the wider facility project.
- Foundation North visited the site, and further documentation will be provided.
- YMCA has expressed interest in administering the complex, subject to operating-cost and feasibility discussions.
- A fundraising initiative is being developed, including foundation plaques with platinum, gold, silver, and bronze contribution levels.
- The project's scale was noted as significant, and a dedicated subcommittee or broader working group across the sports may be required to support fundraising, development, and project oversight.
- Building consent queries from Council have required further architectural work.
- Junior players are travelling to Palmerston North, with weather conditions to be monitored for safety.
- An agreement is being explored with Maxx/Danny Chia for regular court servicing, including monthly checks and six-monthly cleans, to ensure that everything is in place and operational.
- Sponsorship renewal for a further three years is being discussed.

The Chief Executive's report was received and approved.

Health and Safety:

- The board received a health and safety report from the new provider.
- It was noted that a board report will be provided monthly.
- No injuries were reported.

Committee Updates:

- Audit and Risk: no issues raised.
- Constitution and Legal: no current issues raised.
- Facilities: covered under the Chief Executive's report and general business.
- HR: no issues raised.
- Policy: policies need to be prioritised and completed by the end of the year, with a target of at least two policies per month.
- The international travel policy will be prioritised, based on Sport New Zealand guidance, due to upcoming overseas travel considerations.
- Board support may be requested to help progress policy work.

General Business:

Harbour Sports Hub Update and Strategic Plan

- The Harbour Sports update was largely covered in the Chief Executive's report.
- A further board meeting will be held on 30 July at 7:00 pm at Harbour, with Teams available for remote attendance.
- Riki Burgess from Harbour Sports will attend to provide an overview of the strategic plan process.
- Community workshops and targeted focus groups are planned, including parents, junior players, senior players, coaches, and other identified groups.
- Invitations and marketing material, including Mandarin and English versions, will be circulated.
- Board members were asked to send any questions in advance so responses can be prepared.
- The strategic plan remains on target for completion around August/September and ready for implementation by year-end.
- Gaea will leave at the end of July and will provide limited part-time support while Glenn is away; Rivenski will take over the development officer job.

BNH Facility

- Garden clearing and drainage work has been undertaken, including removal of vegetation and some larger trees.
- Council is expected to clean the drains.
- The Solar installation is expected in July, subject to permits and weather.
- No further questions were raised regarding the facilities and garden upgrade.

End of the Year Dinner

- The board discussed whether to hold the end-of-year dinner again or consider a simpler event at the centre.
- Proposed dates discussed were 21 November and 12 December, with 21 November preferred because junior players and families are more likely to be available.
- Reasons to celebrate include the building's 50th anniversary, Wisden Cup results, player achievements across age groups, and recognition of Edward and Shaunna before their move to Australia.
- The current external venue was noted as suitable and easy to work with, though the event requires significant effort to organise.
- An alternative option of a prizegiving/auction with drinks and nibbles at North Harbour was discussed.
- Parent support may be sought through Rachel and others, particularly for prizes, food, and auction assistance.
- The Board agreed that offering a smaller number of higher-value auction items would reduce the organisational workload while maintaining fundraising potential.
- Board members to confirm by Monday whether they support the end-of-year dinner on 21 November or prefer an alternative prizegiving/auction format at North Harbour.

- Karen to follow up with Melissa regarding venue/date options once the board confirms its preference and to liaise with Rachel regarding parent support for auction prizes, food, and event assistance.

Player Grant

- The board discussed a player grant for Edward and Shaunna to assist with their attendance at the World Championships in India.

BNZ – AGM and Finances

- The Badminton New Zealand AGM was discussed
- Karen to request the Badminton New Zealand AGM minutes and circulate them to the board once received.
- Board to agree questions for Badminton New Zealand once the President's and Chair's agenda is available.

As there was no further business, the meeting closed at 8:01 pm.

The next Board meeting is scheduled for 30 July 2026, 7.00 pm

Chairperson: ....
Karen Blank