



**BADMINTON  
NORTH HARBOUR**

**Minutes of the Board meeting**

Held via zoom on Monday 9 December 2024.

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

**Present:**

Karen Blank, Dorothy Callister, Kerrin Harrison, Mark Werman, Connie Cheng and Chris Davis

**Apologies:**

Simon Joe, Kati Turver, and Edwin Lau (Intern)

**Absent:**

**Conflict of Interest:**

Karen – IT, Kerrin - BNZ

**In Attendance:**

Glenn Cox (Chief Executive), Annabelle Galvez

**Approval of Minutes:**

The minutes of the meeting held on 12 November 2024 were accepted and approved as true and accurate records by the board.

**Matters Arising:**

- Auditors – work in progress, same documentation

**Correspondence In/Out:**

Letter from the auditors

- A work in progress - some challenges finding documentation
- Have appointed third party to do our financials statements

**Finances:**

**Budget** – sent to finance committee

- Have decided for the first three months will run as actuals
- Budget will normally kick in from January to December - budgeted as break even point
- To do a review again end of March

**BADMINTON NORTH HARBOUR**

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### **Chief Executive's Report:** Verbal report

- All up and running - All issues been ironed out – booking system and lights functioning really well
- Two major issues to be redone
  - Carpet tile selected, similar in colour and work to be done in the evening
  - Identified the issue with vinyl – waiting for them to come back with the new product to use
- Two tournaments held recently Facebook and FlitesNZ – very well supported and went smoothly with no issues
- Clubs all getting back to normal – need to have registrations done in time for the hire rate changes in January
- June Deng – our new accounts manager on board, learning the new system
- Edward and Shaunna still in China back in NZ in December
- Hosting Oceania in February – meeting with Julie on Tuesday
- Replaced Fanny and Gaea's car with hybrids

### **ATP** – Harbour Sport Hub

- Met with a company looking to provide a design and build
- Some concerns that we are committing with something we haven't got any options for
- Need to clarify what their expected budgeting is for
- Real benefit is that they underwrite every shortfall
- Will keep the board informed and updated – no decisions should be made without the board being consulted

### **Active BC**

- Got the CPU but not the CCC
- IT system all doing well
  
- Meeting on Friday with Karen, Kerrin and Fanny to look at our performance and development programs for the next five years.
  
- We have signed up the Singapore national coach Lim Pek Shiah who's coming here in January. A former Malaysian national player.

The Chief Executives Report was accepted by the board.

### **Health and Safety:**

- Nothing to report

## **General Business: Budget**

- Budget for 2024/2025 accepted by the board

**Constitution** – Karen suggested to do another meeting on a Saturday in January

Chris asked the board to look at the following before the next meeting.

- **Offices** – Vice President in particular – which was carried forward from the old constitution,
  - not needed as the only function is to chair the AGM in the absence of the President
  - can be reworded as the chairperson of the board or somebody elected by the board does it
  - the president can nominate someone if unable to attend the meeting
  - Vice President needs to resign as a board member
- **Term** – section 5.4
  - to amend the number of years that the board gets elected for
  - amended in the last AGM – but need to check again and let Chris know
- **Financial Year**
  - changed to 1 January to 31 December – but need to add an extra section that says immediately after the AGM that this is held in, the next financial year will end at the next 31<sup>st</sup> of December
  - Need to have a financial year from 1 October to the following 31 December – then year by year
- **Under Interns** – section 4.1c
  - more general than just interns so can invite people along to attend meetings but with no speaking rights
- President should be aligned with the board and should not be elected each year
- Section 5.1b – to amend “must not be disqualified” to “shall be disqualified”
- Need to broaden and come up with a definition of a “club member”
  - Differentiate the category of each member (casual, community and registered)
- Section 2.5b – need to be more specific on the club application
- To change club player members from 10 to 20 minimum
- Honorary Solicitor?
- BNH Colours - should not be specific – to be determined by the board from time to time

Board to email Karen their availability in January 2025 for the Constitution meeting.

As there was no further business, the meeting closed at 7:59 pm.

**The next Board meeting is to be scheduled on 4<sup>th</sup> February 2025.**

Chairperson:   
Karen Blank

Dated: 4<sup>th</sup> February 2025