

**Poverty Bay Hockey Association**  
**Meeting Minutes**  
**Thursday 6th June 2017**  
**6pm**

**Present:** Julie Hollamby (Committee), Maija-lee Gooch (Administrator), Ngaio Haenga (GMC/Treasurer), Louise Teneti (GMC/Committee), Richard (Buck) Rogers (LOB/Committee), Amanda Smith (Paieka), Jo McLean (Paieka), Wade Manson (Regional Development Manager)  
**Apologies:** David Preddey (LOB/Chairperson) David Mackey (YMP/Vice Chairperson)

**Late:** Rachel Johnson (Te Aowera/Committee)

**Previous Minutes:**

*Previous Minutes read as a true and accurate record 1st May 2017. Ngaio Haenga/Richard Rogers. Carried.*

**Matters Arising:**

- **Fixing the Goals.** Nets are \$550 a set. May to look into grants to cover the costs.
- **Life Member Acknowledgment.** This will still be on Saturday 24th June. May to publicize in PBH News, Web, Facebook.
- **Employee Appraisal.** Recommendations will be sent out via email to the committee during the week and be signed off by the end of the week.
- **Laptop.** David Preddey is speaking to Business Applications.
- **Dishwasher.** The hole has been made but plumbing needs to be done. May to follow up on the plumbing. Ngaio following up on the tray to sit the fryers on.
- **Temporary Dugouts.** These are working for now. Something better may be needed for the Super 8 in August. David Preddey is meant to be talking to David Fox around the design. May to go back to David Preddey and get an update. Do we need to advertise the design to the membership base? A photo to say this is what they are going to get is sufficient.

**Correspondence:**

*Moved that inwards is accepted and outwards approved. Ngaio Haenga/Louise Teneti. Carried.*

**Reports:**

**1. Financial Report**

- Invested \$60,000 for 6 months.
- Running at a loss of \$10,000 which is ok for this time of year as the main affiliation fees are not in at this point.

- Audited Accounts are still not completed, the audited has been on extended leave. May has contacted the Companies Office for an extension on filing the audited accounts. Ngaio to check if the extension has come through.
- Ngaio to follow up on Unpaid Invoices.

*Passed that the financial report is accepted and payments approved. Julie Hollamby/Richard Rogers. Carried.*

## **2. RDM Report**

- **Interview Panel.** May, Julie and Wade will be the interview panel. People need to reply to all when responding to emails. Answers in a timely fashion as well. Richard Rogers emails to go to his hotmail only.
- **Rep Interviews.** Interviews are wednesday 7th June from 5-7pm
- **Positions still open.** U13 Manager for both Girls and Boys and U15 Girls Manager.
- **Super 8.** Three days long, 7-9th August. Wade meeting with GBHS tomorrow.

*Report Accepted. Josie Morete/Julie Hollamby. Carried.*

## **3. Small Sticks In Schools.**

The report is for the first half of the year.

- Four new schools.
- One Year two school.
- One Year three school.
- One Year four school.

Total numbers in Juniors will be interesting.

Kaiti were amazing and right into it.

Noted that hockey is up against Soccer, Rippa, League and Cracker Jacks in schools.

Also noted that Hockey is simple and easy for anyone to pick up and run.

Funding for next year will dry up. Noted that funding shouldn't be relied upon. HNZ funding is dependent on meeting our RDPs.

- What came in and what went out for this half of the year - does it match? May to find out.
- Louise to send through the car magnet again.
- Julie to work on Aspire for Louise and Claude.

*Report Accepted. Ngaio Haenga/Josie Haenga Carried.*

## **General Business**

### **1. Funding.**

*Poverty Bay Hockey resolve to apply to the Lottery Community Fund for \$20,000 towards Administrator and Regional Development wages, power and turf lease costs. Julie Hollamby/Ngaio Haenga. Carried.*

GDC Funding Schemes have changed. May to send details back out to PBHA.

ISport is available to individuals and teams.

### **2. Health and Safety**

**Large Signs.** Jason King was away. Wade to contact him and ask for them to be completed by the end of June.

**Injuries.** These are being reported on the Injury Form and filed, with updates noted when available.

**Small Signs.** Josie taken the smaller signs to be hole punched. Returned by Saturday.

### **3. Volunteer of the Month.**

Pare Tureia to be submitted once information has been collated.

- Louise reminded May to contact Helen Mason.
- Julie to talk to Nancy. May to forward email to Julie.

### **4. Employee Review.**

Appraisals have taken place. Julie to send through to the committee to look at then send out the recommendations.

- Next is Louise and then Claude.
- Ngaio to send though Claude's JD and Contract to Julie.

### **5. Sub Committees.**

We need to put someone in charge of different areas to help move forward instead of going round and round in circles. These can be working groups rather than sub committees.

Working groups can use other means of communication. Jo Mclean suggested using zoom.us a programme for online sessions for up to 45 minutes. Jo to send the link to Julie and May.

- May to re-send Louise's suggested groups.

## **6. Joint Cricket/Hockey Meeting.**

The next meeting is Wednesday 14th June.

- **Curtis Cup.** This falls in the first week or so of October.
- **Bar.** It is not feasible to run the bar over summer. Hockey are happy to resume the former 6 months each.
- **Handover. PBH will complete handover for 1st of October.**
- **Photos.** PBH will be having their photos hung on the walls.

## **7. AED Location**

PBH have received an AED through Rotary Funding.

Should it be outside? It will be covered by insurance and in a glass case.

A potential compromise is to house it in the Foyer.

Buck to organise the installation.

*Lois arrived 7.14pm*

- Noted that there is potential for damage if it is left outside.

## **8. First Aid Training**

Noted that staff need to be trained in First Aid.

- A group of 20 works out to about \$100 each.
- May to include it in PBH News - \$100 per person, this may be reduced depending on funding. Josie, Julie, Ngaio, Wade, May, Claude, Louise, Rachel, Dave M to attend.

## **9. Projects**

The list to be kept as it is. May to check weekly for updates.

## **10. U18 Women**

Clarified if the girls were wanting a letter of support for any fundraising. Confirmed that the players were not asking for a letter of support.

Players need to sign their Guest Player Agreements and May will sign them on behalf of PBH.

## **11. Rubbish/Toilets**

**Rubbish.** GDC are not responsible for the Pavilion Rubbish, this is up to the occupants.

May to label some of the rubbish bins for recycling inside to help reduce rubbish. This is to be placed in the big bins outside.

- Once completed May to add to facebook, website and PBH News.
- May to make signs for the dugouts about rubbish.

**Toilets.** Wade has requested that GDC add the outside toilets to the cleaning schedule. Noted that players and codes are responsible for the condition of the toilets as well.

**Soccer.** May to contact Neil about the condition of the Paving Area and language.

Noted that there seems to be a slow process of getting responses from council, particularly from Garrett.

## **12. Sports Awards**

May to include in PBH news information around the Sports Awards. Any recommendations to be in by 30th June.

- Time Frames are 1st April 2016 - 30th June 2017

## **13. HNZ Age Group/PBH Policy**

School Year and Age Restrictions. Is it appropriate for a smaller association to have to run with these rules?

PBH to write to HNZ regarding these rules. Is there some sort of dispensation process for smaller associations who can't field teams within these restrictions?

*Moved that PBH write a letter to HNZ regarding the school year and age restrictions. May to draft and send to PBH for approval. Julie Hollamby/Louise Teneti. Carried.*

## **14. Hamilton Equipment**

Roles of Turf are available if transport is sourced.. Some strips have the cushioning and some would not

- Storage would be an issue.
- Laying the ground would also be an issue.
- PBH are not interested
- Louise to put it out to schools that it is available but PBH are not part of the process.

*7.45pm Rachel arrived*

*Dugouts - May to contact David Preddey for an update on the plan. A reminder about the option of three separate structures are an option. Louise and Ngaio to be part of the project.*

## **15. Security Fence**

The security fence has been given the go ahead to go out an extra 30cm as outlined at the meeting with Cricket, Hockey, Trust and Parker Engineering.

## **16. Judiciary Report**

Two complaints were received regarding a player's conduct. A Judiciary has taken place and the player received a three match stand down. A copy of all minutes, reports etc has been kept on file.

*Ray Noble from Sport Gisborne was present as an adviser and at the completion of the Judiciary commended PBH on keeping it strictly to the Code of Conduct, the evidence available and keeping emotion out of the decision making process.*

## **17. Shirts On Wall**

Noted that the Pavilion is 'neutral ground' and any decorations from functions to be removed at the completion of the event.

Julie to ask LOB to remove their shirts and posters from the wall.

## **18. Draw of Matches.**

Draw available on the website.

## **19. Te Aowera.**

TA have requested the use of the speaker and microphone.

Julie to open up at 7am on Sunday 11th June.

## **20. Bar Open**

The bar will be open this Saturday.

## **21. Facilities**

Buck to purchase two sets of fluoro lights for the Pavilion Lighting.

Old Spot Lights to come down.

## **22. Draft Draw for Second Round.**

May to contact CSC for next meeting date

- GGHS - date request
- Life Member Requested Date.

**23. Junior Hockey Times Year 5/6**

- Wednesday can not go past 7pm
- Thursday games can only be at 4pm due to later games.
- Coaches are not allowed on the field of play.
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**24. Letter from NZ Maori Hockey**

- May to follow up on potential dates for the 30th September/1st October.
- May to discuss with Cricket.

**25. LOB A and YMP A Game**

Noted that this game had a lot of body contact and one particular umpire was receiving a fair amount of grief. It took until the end of the game for the body contact to be made apparent. Was most of the body contact from LOB A?

- We need an umpiring committee.
- Clubs and Teams need to think about who is put on the games.
- Clubs and Teams need to support their in experienced umpires.

PBH News reminder about who Clubs allocate on their umpiring duties and support their developing umpires.

Amber and Jo are available to support, run sessions etc.

May to put a reminder out about the Umpire List.

**26. Coaching on the Field**

Coaches are part of a gradual step by step process on the turf.

- Year  $\frac{1}{2}$  and  $\frac{3}{4}$  coaches are allowed on the field of play,
- Year  $\frac{5}{8}$  coaches are allowed at on the turf, but not the field of play.
- Year  $\frac{7}{8}$  coaches are not allowed on the turf at all.

**27. Wednesday Trainings Changes.**

- 7pm moves to 7.15pm Trainings.
- 8pm moves to 8.15pm Trainings.

**28. Day Registrations.**

May to send an email to the CSC regarding the day registration query.

**Meeting Closed. Next Meeting Monday 3rd July 2017 HBR.**