

Poverty Bay Hockey Association
Meeting Minutes
Tuesday 7th Feb 2017
6pm

Present: Julie Hollamby (Committee), David Mackey (YMP/Vice Chairperson), David Preddey (LOB/Chairperson), Maija-lee Gooch (Administrator), Ngaio Haenga (GMC/Treasurer), Louise Teneti (GMC/Committee), Wade Manson (RDM), Josie Morete (THC/Committee)

Apologies:

Previous Minutes:

Previous Minutes read as a true and accurate record 5th December 2017. Julie Hollamby/David Preddey Carried.

Matters Arising:

- **Leaders Conference Report** - will be presented at the next meeting.
- **Uniform Grant** -extension received, May to follow up.
- **Pump Shed** - Wade to follow up with Ben on keeping it in a tidy condition.
- **Employee Review Process** - Julie to follow up.

Correspondence:

Moved that the inwards is accepted and the outwards is approved. Julie Hollamby/David Preddey. Carried.

Reports:

Ngaio arrived 6.05pm

1. RDM Report

- **PATH Programme** - There has been a good response to this.
- **Junior Registrations** - Summer League Registrations are out to schools, competition is due to start on the 21st Feb.
- **Renegade.** To be discussed in General Business, there are currently not enough teams to run the programme.
- **Central Tournament Allocations** - Curtis Cup will be here.
- **MAD/Elite** - we are getting a steady number of players attending. Its great to see more faces there.

Moved that report be accepted. Julie Hollamby/Ngaio Haenga. Carried

2. Finance Report

- **LHS Invoice** - this has been paid.
- **Player Development.** May to follow up on a tiered system where we can support our elite players/coaches/officials.
- **Financial Accounts.** These are currently in at the auditor's. They should be ready for the end of March. May to confirm requirements for AGM dates.
- **Shed Storage.** May to follow up with cricket on installing a wall in the shed. May to talk to Wantapart regarding shelving.
- **Assets Register.** Ngaio to go over the assets register regarding current uniform stock.
- **Dugout.** Suggested that the dugouts be paid for from the saving funds. Julie to send the plans to everyone. David Preddey to send a list of questions to May to follow up on. Formal notification to hockey community will be made once all the information is in. An ad to go into the paper asking for tenders once details are clarified.

Moved Report Accepted and accounts be paid. David Preddey/Julie Hollamby. Carried.

General Business

1. Changing Rooms.

Would PBHA be interested in working with PBCA on upgrading the changing rooms?

- May to contact Garrett from the GDC about what is happening with the changing rooms/grandstand area.
- Noted that the changing rooms are still in poor condition and some changing rooms have missing doors, lack of showers etc.

2. AGM Date

Penciled in for 30th March 2017. May to follow up with the AGM Date requirements.

3. Health and Safety Policies

Motion that PBHA adopt the following Health and Safety Documents:

- PBHA Health and Safety Manual 2017
- PBHA Hazard Risk Register 2017
- PBHA Induction Form 2017
- PBHA Emergency Procedures 2017
- PBHA Risk Hazard Register Acknowledgement 2017

- PBHA Incident Investigation Form 2017
- PBHA Incident Record 2017
- PBHA Incident Workflow 2017
- PBHA Risk Categories 2017
- PBHA Cash Handling Procedure 2017

Moved Julie Hollamby/Ngaio Haenga. Carried.

May to follow up with the following:

- Folder available in the Pavilion
- Required signs based on the risk assessment register
- Sign in book
- Rope to replace the ziplock ties on the fencing
- Working bee to tidy up turf area and replace ziplock ties - beginning of April.

4. PATH Programme Query

Would PBHA consider allowing players to join in March?

- For one player it would not be possible to include them in the programme at that late stage due to the development of the players already in the programme.
- Noted that some players have joined but only take part in the skills session and not the fitness, however this was outlined at the beginning and they were notified that they would still be charged the full price.
- If there was a large group (6+) wanting to join at that late stage and an additional coach was available then it may be possible for an additional group to join at a discounted price.

5. Volunteer Cards

May to contact Club Contacts and ask for them to submit one name for a volunteer card. Names to be sent to PBHA for approval.

6. Volunteer of the Month.

PBHA to keep this on the monthly agenda for any standouts.

7. Volunteer Merchandise.

PBHA received sponsorship funds from LOTTO. Wade to follow up on a hoody/Shirt that PBHA would be able to gift to regular volunteers to thank them and identify them at Hockey.

8. Secondary Format.

Wade to send the different formats out to High School Contacts and go with the format the majority support.

9. Elite Player/Coach/Official Support.

Matt King has been appointed as the Central U18 Men's Manager and Henry Mulligan as the Central U18 Women's Assistant Coach.

May to look into a tiered system of support for players/coaches/officials based on their achievements.

10. Funding

Accommodation and Travel for U15 Boys and U15 Girls.

Moved that Poverty Bay Hockey apply to NZ Racing Board for the cost of accommodation and travel for the U15 Boys and U15 Girls. Julie Hollamby/Ngaio Haenga. Carried.

Moved that Poverty Bay Hockey apply to NZ First Light Community Foundation for the cost of accommodation and travel for the U15 Girls and U15 Boys. Julie Hollamby/Ngaio Haenga. Carried.

Wages

Moved that Poverty Bay Hockey apply to Infinity Foundation for \$20,000 towards wages for the Administrator and RDM roles. Julie Hollamby/Ngaio Haenga. Carried.

Moved that Poverty Bay Hockey apply to NZCT for \$40,000 towards wages for the Administrator and RDM Roles. Julie Hollamby/Ngaio Haenga. Carried.

Moved that Poverty Bay Hockey apply to ECCT for \$10,000 towards wages for the Administrator and RDM Roles. Julie Hollamby/Ngaio Haenga. Carried.

Mary Clinton Cup - Secondary Schools Tournament

Moved that Poverty Bay Hockey apply to the GDC Mahi Iti Fund for \$2,500 towards the Mary Clinton Cup running Costs. Julie Hollamby/Ngaio Haenga. Carried.

Moved that Poverty Bay Hockey apply to ECT for \$5,000 towards the Mary CLinton Cup running costs. Julie Hollamby/Ngaio Haenga. Carried.

Uniforms.

May has received an extension for the Lion Foundation grant to complete the remainder of the uniforms. May to follow up with Wade.

Defibrillator.

Rotary. Reminder that rotary requested support with the Duck Race. If funds allow they will contribute to the defibrillator costs.

Moved that Poverty Bay Hockey apply to the Fonterra Grass Roots Fund for the costs of a defibrillator. Julie Hollamby/Ngaio Haenga. Carried.

Grandstands:

J and T Hickey Trust - \$10,000 towards grandstands. David P following up on plans.

Future potential options:

- Lotteries Community Fund - turf dugouts
- COGs Funding - security system/office equipment (operational costs)
- Sargood Bequest - goals
- Sunrise - pavilion doorway/shed
- Auahi Kore - signage
- I Sports - team or Individual Specific
- Grass Roots Fund (separate from the Fonterra Grass Roots Fund)
- Z Good In The Hood 2017
- Sport Gisborne Top Up Fund (if no other funding is sourced)

Everyone to forward any wish list items to May to collate and follow up with.

11. Sponsors.

Sponsors Package to be updated.

An option of a commissioned based position being advertised to be considered as a way of bringing in more sponsors.

- KPIs would be required.
- Role would be advertised.

A sponsors evening to be looked into for the End of March.

12. Renegade

Currently there are 5 teams, is it worth running with a bye?

- 8 Teams is best, 5 not quite enough.
- It could run with 4 games every night.
- The development kids could potentially fill in a spot.

May to follow up with Wade.

13. Signage for Cars

Louise has asked Central for a magnetic sign for the SSIS role.

- What about PBH Logo for staff cars? May to follow up with Wade.

Are bumper stickers with our logo an option? May to follow up.

14. Advertising.

PBH events to be sent to Bevan to be included on the community notices.

May updating the new Sport Gisborne Calendar with details.

15. Bubble Soccer.

David Preddey to look into the cost of a set for hockey to have and book out.

16. Water Restrictions.

May to contact GDC and ask what restrictions are on the watering of the turf.

17. Winter Season Dates.

- Opening Day Tournament - 22nd April 2017
- First Day of Senior Competition - week of the 24th April (27/28/29)
- Finals of Senior Competition - week of the 21st August (24/25/26)

May to send out comp rules to committee for review.

Meeting Closed 7.40pm. Next Meeting 6th March 2017 HBR.