

CONFIRMED MINUTES

BBNZ BOARD MEETING



At the **BBNZ Board Meeting** on **1 Feb 2024** these minutes were **confirmed as presented**.

Name:	Basketball New Zealand
Date:	Thursday, 7 December 2023
Time:	12:00 pm to 3:20 pm (NZDT)
Location:	Online, Online
Board Members:	Amanda Cox, Anna Gestro, Belinda Edwards, Glen Denham, Megan Compain, Rob Gold, Toko Kapea
Attendees:	Dillon Boucher, Shay-Marie Peneha, Ariana Reweti
Apologies:	Lisa Whyte
Guests:	High Performance General Manager, Paul Downes
Notes:	<ul style="list-style-type: none">Paul Downes will join online 1:00pm - 1:45pm

1. Opening Meeting

1.1 Welcome

- The Chair welcomed all board members to the meeting. All attendees joined online
- The meeting was opened with a karakia
- At the outset of the meeting the Board discussed Belinda Edwards' resignation from the Board.

Belinda had expressed an interest in the newly created role of Chief Operating Officer for BBNZ, prior to it being advertised. It was agreed that she would take a leave of absence from the Board should she apply for the role. Prior to applying (but with the intention to do so), Belinda stepped aside from chairing the Finance And Risk Committee but, due to timing for the 2024 budget, she was asked to remain as an advisor.

Following her application, and being notified as the preferred candidate, it was agreed that she would not participate in this Board meeting and that, when she had agreed to terms and conditions of the COO role, she would formally resign. Belinda was invited to attend Board Only time to be acknowledged by the Board and to say goodbye. The Board agreed that a formal acknowledgement would be appropriate in the New Year.

At the conclusion of the Board Only time, Belinda submitted her formal resignation from the Board which has been acknowledged.

Belinda left the meeting at 12:25pm

1.2 Board Only

- The board spent 30 minutes in board only
- Dillon Boucher, Shay-Marie Peneha and Ariana Reweti left the meeting and rejoined at 12.50pm

1.3 Confirm Minutes of the previous meeting

BBNZ Board Meeting 12 Oct 2023, the minutes were confirmed as presented.

1.4 Interests Register

2. Actions from Previous Meetings

2.1 Action List

Due Date	Action Title	Owner
27 Feb 2023	Approve the revised Strategic Plan and the Business Planning process Status: In Progress	Anna Gestro
30 Jun 2023	Look at options to visually identify board members at events Status: In Progress	Dillon Boucher
1 May 2024	Write a fair interpretation of player eligibility to trial for NZ teams include various scenarios Status: In Progress	Dillon Boucher

3. Strategic Items

3.1 Committee Updates

- Women & Girls: Nothing to report
- Strengthen and Adapt: BBNZ Stakeholder Partnerships manager will start on the 22nd January
- Leagues: Still in discussion with Sky to take over the management of Leagues. Toko Kapea will join the leagues committee, in replacement of Belinda Edwards
- Auckland: Great to have Claire Hamilton CE, Auckland Basketball Services (ABS) on board
- Te Ao Māori: Glen and Ariana met with BBNZ's Kaumatua, Taku Parai. Taku is keen to meet with Rob and Dillon to understand how to support each other. A number of BBNZ board members will aim to attend the Māori Basketball Nationals in January 2024, Rotorua

4. Reporting

4.1 Finance Report

- Report taken as read
- The 2024 budget currently has challenges. The SLT are currently reviewing their areas. The board will need to meet prior to the end of the year to review and sign off the 2024 budget
- Debtors remain a focus for the board. Dillon confirmed a process will be put in place to follow up with debtors once the COO starts in 2024

4.2 Senior Leadership Team (SLT) Report

- Report taken as read

- Anna and Dillon will work with the SLT to transition reporting onto the revised template. Expected to be in place by the first board meeting in 2024

4.3 CEO Report

- Report taken a read

5. General Business

5.1 High Performance Update - Paul Downes

- BBNZ's High Performance General Manager, Paul Downes joined the meeting at 1pm online
- Paul presented an overview of the High Performance strategy
- The board thanked Paul for his time and congratulated him on his achievements to date
- Paul left the meeting at 2pm

5.2 For Approval: Player Levy



Approval to support the introduction of an individual membership fee

The board approved BBNZ's proposal to introduce an individual membership fee, replacing the annual levy structure currently in place for associations. The individual membership fee will help improve the accuracy of data collected, provided and added monetary incentive for associations as well as maintaining the ongoing sustainability of the sport.

Decision Date: 7 Dec 2023
Mover: Toko Kapea
Seconded: Megan Compain
Outcome: Approved

5.3 Governance Mark update

- Not discussed as board member Lisa Whyte was a late apology

5.4 2024 Board Meeting Dates

- The board secretary will make changes to the proposed board meeting dates and circulate with board members via email

6. Appendix

6.1 Risk and Issues Register



SLT to review the Risk and Issues Register. Ensure all risk's have been captured accurately

07/12: Action raised.

Due Date: 29 Feb 2024
Owner: Dillon Boucher

7. Close Meeting

7.1 Close the meeting

Next meeting: No date for the next meeting has been set.

New Actions raised in this meeting

Item	Action Title	Owner
6.1	SLT to review the Risk and Issues Register. Ensure all risk's have been captured accurately Due Date: 29 Feb 2024	Dillon Boucher
	<ul style="list-style-type: none">Board members Amanda Cox and Megan Compain left the meeting at 3pm due to prior commitments.	

Forward agenda items for the next hui:

- Informed conversation on financial sustainability

Rob Gold will provide an update to association chairs

Rob thanked the Board for all of their hard work in 2023 and wished everyone the best for the Xmas break.

Signature: _____

Date: _____