

CONFIRMED MINUTES

BBNZ BOARD MEETING



At the **BBNZ Board Meeting** on **13 Jun 2024** these minutes were **confirmed with the following changes:**

5.2 remove the word comprehensive

Name:	Basketball New Zealand
Date:	Friday, 3 May 2024
Time:	12:00 pm to 5:00 pm (NZST)
Location:	BNZ Partners Centre, Whitmore Street, Pipitea, Wellington, 6011
Board Members:	Amanda Cox, Anna Gestro, Glen Denham, Lisa Whyte, Megan Compain, Rob Gold, Toko Kapea, Jean Arlove
Attendees:	Ariana Reweti, Dillon Boucher, Shay-Marie Peneha
Guests:	BBNZ Commercial Manager, Dave Everitt
Notes:	The board will meet with the Community Advisory Group at the Rydges Wellington Hotel, 75 Featherston Street at 11.30am for lunch prior to the board meeting. Dave Everitt will join the board at 3pm - 3:30pm

1. Opening Meeting

1.1 Welcome

- The meeting was chaired by Chair, Rob Gold who opened the meeting with a karakia
- All board members attended in person at the BNZ Partners Centre. Board Intern, Ariana Reweti joined online at 1:25pm
- Jean Arlove joined the meeting in person at 1:25pm as an observer

1.2 Board Only

- The board spent 40 minutes in board only
- Shay-Marie left the meeting at 12.45pm and rejoined at 1.25pm

1.3 Confirm Minutes of the previous meeting

BBNZ Board Meeting 21 Mar 2024, the minutes were confirmed as presented.

1.4 Interests Register

2. Actions from Previous Meetings

2.1 Action List

3. Strategic Items

3.1 Committee Updates

- **Women & Girls:** No update
- **Leagues:** First board meeting held last week. Introductions were made between the board and staff.
- **Auckland:** Amanda is still working to catch up with Denise.
- **Te Ao Māori:** MOA is with Maori Basketball for review. Ariana has offered to continue supporting BBNZ with their Te Ao Maori journey following the end of her internship (May 2024).
- **Strategy:**
- **Finance, Audit and Risk:**
- **CEO:** Re-established the CEO Committee which consists of Rob, Megan and Anna.

4. Reporting

4.1 Finance Report

- BBNZ's COO, Belinda Edwards joined the meeting at 1.55pm to provide an update
- The key points:
 - working towards not having a deficit at the end of 2024. This does not include the additional gaming income and is dependent on how well the Tall Blacks do at the Olympic Qualifiers
 - Draft debtors management plan ready to discuss at the next FARC meeting

4.2 Senior Leadership Team (SLT) Report

- Report taken as read
- The board enjoyed the updated reporting template

4.3 CEO Report

- Report taken as read
- Results from survey:
 - focus areas are communications between departments

5. General Business

5.1 Board Internship Feedback

- Ariana provided the board with feedback regarding her internship
- Ariana thanked the board for the opportunity and their support and guidance

5.2 Child Protection Policy

- The board had a discussion regarding BBNZ's Child Protection policies
- Key points raised:
 - Ensure police vetting procedures are being followed and communicated with parents
 - Communication to parents prior to the child traveling should include, safety briefing, general awareness document and a keep safe guide



Establish and record processes to mitigate or minimise risk relating to child protection

Dillon to work with Belinda to ensure procedures are in place to mitigate or minimise risks relating to child protection

Due Date: 31 Jul 2024
Owner: Dillon Boucher

5.3 Commercial Update

- BBNZ's Commercial Manager, Dave Everitt joined the meeting in person at 1.30pm
- Dave provided the Board with a commercial update
- Dave also discussed Brand Category Risk Assessment

5.4 Waikato Country Basketball Association Discussion

- Agenda item discussed in board only

5.5 For approval: Raffle to support national age group teams with fundraising

- Belinda joined the meeting to discuss the raffle proposal
- Belinda noted the prize pool is continuing to grow and will have items added throughout the year



BBNZ Raffle to support national age group teams with fundraising

The board have approved the proposal for BBNZ to set up a raffle to help support national age group participants to fundraise for the user pays cost of trips.

Decision Date: 3 May 2024
Mover: Amanda Cox
Seconder: Toko Kapea
Outcome: Approved

6. Appendix

6.1 Risk and Issues Register

- Add Child Protection to the risk register

7. Close Meeting

7.1 Wrap up and review

Next meeting: Basketball New Zealand 2024 Annual General Meeting - 4 May 2024, 10:15 am

Signature: _____

Date: _____