Waitemata Table Tennis

72A Seymour Road, Sunnyvale, Auckland 0612

WTTA Committee Meeting Minutes

21 May 2026 - 6:42 PM (planned 14 May meeting postponed)

Meeting Venue: Rodney's Table Tennis 3087 Great North Road New Lynn.

Roll Call

Present: Denise Kent, Rodney Bygrave, Bruce Hudson (Chair), Keith Loch (Secretary), John Dunn, Val Jones, Grant Loch (Treasurer), Reon Borich, Ralph Marrett

Apologies: None

Absent: None

Introductory comments

The committee noting the meeting was being recorded for AI assisted minute-taking.

Approval of committee minutes

Discussion: Denise Kent raised a correction regarding Item 7 (Table Hire). She noted that the minutes implied the $20 rate was only for "outside session times," whereas the discussion intended for it to be available during sessions at the manager's discretion if tables are free.
Motion: That the minutes of the Committee meeting held on 16 April 2026 be approved as a true and accurate record with the noted correction to Item 7. **Mover:** Bruce Hudson. **Seconder:** Grant Loch. **Vote:** In favour: 7. Against: 0. Abstentions: 2 **Decision:** Motion passed.

Matters arising from previous minutes

1.Task List

- Note*:* Grant Loch presented the new Task List format. The committee resolved to address specific agenda items first and update the task list at the conclusion of matters arising.

2. Hello Club Templates

- *Discussion:* Bruce Hudson confirmed that the three mandatory privacy/marketing paragraphs required by TTNZ have been inserted into the Hello Club site. TTNZ requested the exact wording of the Association's terms and conditions, which has been sent. This was required to secure the $1,440 annual subscription funding.

3. North Island Teams

- *Discussion:* The committee discussed team personnel and captaincy. Ethan was confirmed as the team captain. Rodney reported six teams entered across various age groups.

4. New Website

- *Discussion:* The development site is functional. Google Workspace requires the site to be live with no broken links and the GST number displayed to approve the non-profit account.
- **Motion 1:** To approve the new website going live within the next few days, following minor text corrections. **Mover:** Grant Loch. **Seconder:** John Dunn. **Vote:** In favour: 8. Abstention: 1 (Bruce Hudson). **Decision:** Motion carried.
- **Motion 2:** To nominate Reon Borich to assist Bruce Hudson with the management and editing of the WordPress website. **Mover:** Bruce Hudson. **Seconder:** Ralph Marrett. **Vote:** In favour: 8. Against: 1. **Decision:** Motion carried.

5. New Drink Machine

- *Discussion:* Current annual sales are approximately $1,200; a $1,400 threshold is needed for the Association to receive a profit share. Denise Kent reported low member feedback on drink selection. The committee agreed to replace the current noisy machine with a quieter model and stock more juice products. Bruce Hudson will contact the supplier.

6. Google Workspace

- *Note:* The trial period has been extended. Keith Loch is working to finalize the non-profit status to move to the 100 TB "Active" account.

7. Waitemata Junior Open

- *Discussion:* The tournament had 73 players and generated $2,210 in revenue. A mistake was noted on the medals, which displayed "Waitemata Closed" instead of "Junior Open". A vote of thanks was recorded for Shane Laugesen for providing technical support with the tournament software. Denise also proposed a vote of thanks to Bruce and those who helped him, John, Keith, Grant. Grant also added Denise to that list.
- *Action:* Keith Loch to handle the medal correction with the supplier.

8. Group Coaching

- *Discussion:* Reon Borich proposed establishing a "feeder system" by running pilot coaching sessions in local schools, including St. Dominics, Liston College, and TeAtatu Intermediate. Rodney Bygrave met with Bruno and Tim to discuss increasing Sunday attendance.
- *Action:* Reon Borich to draft a coaching prospectus/summary of these initiatives.

9. Smoke Alarms

- Discussion: Keith Loch presented a quote of $169 for four Wi-Fi-enabled smoke detectors that can notify multiple users and allow remote verification via security cameras.

- Motion: To approve the purchase and installation of Wi-Fi smoke alarms as proposed. **Mover:** Keith Loch. **Seconder:** John Dunn. **Vote:** Unanimous. **Decision:** Motion carried.

10. Representative Criteria

- *Note:* Rodney Bygrave has drafted the written criteria for team selection. The committee will review the document for discussion at the next meeting.

11.Task List

- Grant Loch discussed the items on the task list not discussed in matters arising, checking and updating the status of tasks. Due to time constraints only the high priority, and medium priority security camera items were discussed.

Some time was spent on presenting the status of outstanding legal fees, the duration it will take to pay them if the Committee decides to do so, and the impact on the bank balance.

Agenda Items

Reports

12.President's Report

- *Leave of Absence:* Bruce Hudson will be away from 30 May to 26 June 2026.
- *Session Coverage:* The following members volunteered to cover Bruce's sessions: Reon Borich (Friday afternoons CollegeSport), Keith and Grant Loch (Wednesday night league)
- *Session management (permanent):* Ralph Marrett

13. Treasurer's Report

- *Legal Debt:* There is currently $46,600 worth of invoices owed to Hamilton Locke.
- *Cash Flow:* Grant Loch presented a 12-month rolling cash flow forecast, warning that the Association may be in deficit by November 2026 if the $4,000 monthly legal payments continue without significant new revenue.
- *GST Refund:* A $20,000 error in a 2021 GST return was identified, but the IRD may refuse the refund as it exceeds the 4-year limit.
- *Cleaning Fees:* A potential double payment of $560 to the cleaners is being investigated.

14. Secretary's Report

- *Privacy Request:* A formal Privacy Act request was received from [redacted] for all documentation naming him since 1 January 2025.
- *Police Correspondence:* Rodney Bygrave reported that the police requested he go to the Henderson Police Station to discuss an email.
- **Motion:** That the committee appoints Bruce Hudson as the Association's Privacy Officer. **Mover:** John Dunn. **Seconder:** Rodney Bygrave. **Vote:** In favour: 7. Against: 1. Abstention: 1 (Bruce Hudson). **Decision:** Motion carried.

15. Maintenance Report

- The lighting relay for tables 7 and 8 was replaced today.
- The odour issue in the shower has been resolved; a missing drain basket will be replaced.
- Keith Loch and John Dunn discussed taking Mitsubishi Electric to the Disputes Tribunal regarding a product they deem "not fit for purpose". Keith Loch also noted the cost of replacement PC boards for other brands seemed in the $600-$700 range whereas Mitsubishi pc boards were in the $1,200-$1,400 range.

New Business

16. Coaching Contracts

- **Motion:** To ratify the coaching contract for Liting Gao with the discussed changes. **Mover:** Bruce Hudson. **Seconder:** Grant Loch. **Vote:** Unanimous. **Decision:** Motion carried.
- ***Motion:*** To ratify the coaching contract for Reon Borich with the discussed changes.
- **Mover:** Bruce Hudson. **Seconder:** John Dunn. **Vote:** In favour: 7. Abstentions: 2 **Decision:** Motion carried.
- *Note:* The Chair will offer Rodney Bygrave a new contract aligned with altered conditions.

17. Home School Group

- *Note:* A home school group of up to 30 students will begin using the stadium on Tuesdays (10-11 AM) in Term 3 (28th July -22nd September). The Association will receive $80 for table hire and $50/hr for coaching.

18. Swipe Tag Refunds

- *Note:* The refund for [redacted] is on hold as the tag is still being used. We shall confirm this and come back to the committee. [I suspect you saw [redacted] on Monday. See separate email just sent.]
- Keith Loch will seek clarification from [redacted] regarding her $100 refund.

19. 60th Anniversary

- *Note:* The committee tentatively scheduled a 60th-anniversary event for early November 2026.

20. Newsletter

- *Discussion:* Denise Kent and Bruce Hudson discussed template compatibility issues (Canva vs. Google Docs). The discussion also included whether the newsletter should go monthly or bi-monthly. Rodney believed the newsletters were too long, and past and future events need to be separated. No decisions were made on these two issues. It will go on next month’s agenda.
- Bruce apologized for his delay in replying to Denise.
- *Decision:* The next newsletter will be finalized and sent out next week.

21. Rodney brought up two issues.

1. The building warrant of fitness had expired (on the 14th of May).
2. Rodney produced a list of people who have not paid their fees. Val Jones offered to phone the members and remind them but was told the HelloClub system should have already sent a reminder. Various HelloClub system issues were discussed. Keith acknowledged Val's offer and opted to check for HelloClub system faults before anyone starts canvassing non-payers.

Meeting Closed: At 10.50PM

Next Meeting: 11th June 2026