
Waitemata Table Tennis

72A Seymour Road, Sunnyvale, Auckland 0612

WTTA Committee Meeting Minutes

11 June 2026 - 6:50 PM

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

Roll Call

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

Apologies: Bruce Hudson

Absent: Reon Borich

Introductory comments

The committee noted the meeting was being recorded for AI assisted minute-taking and will be deleted on approval of the minutes.

Choose Acting Chairperson

Motion: That Committee appoint Grant Loch as acting Chairperson for this meeting.7. **Mover:** Val Jones **Second:** John Dunn **Vote:** In favour: 6. Against: 0. Abstentions: 1 **Decision:** Motion passed.

Approval of committee minutes

Motion: That the minutes of the Committee meeting held on 21st May 2026 be approved as a true and accurate record. **Mover:** Grant Loch **Second:** Denise Kent **Vote:** Unanimous. **Decision:** Motion passed.

Matters arising from previous minutes

1. North Island Teams

- *Discussion.* Rodney reported six teams entered across various age groups. The U13 Girls and U15 Girls both came 4th in their events.

2. Newsletter Format

- *Discussion:* Rodney felt it was too long and too slow getting published. Denise believed that going through two editors was slowing publication.
 - *Decisions:*

- That the newsletter is published monthly, within two days of month end. To reduce its size leave out information available elsewhere, such as the rankings list and the Wednesday League results.
- Have a separate 'coming up' newsletter, depending on the size of that month's regular newsletter. Be practical with the optimization and quantity of photos, again with regard to the size of the finished newsletter.
- Denise will prepare the draft and provide it to Bruce Hudson; if he cannot respond within two days, the newsletter will be published regardless.

3. Committee Action List

Working from the highest to the lowest priority, Grant Loch went through and updated the Action list.

1-2. The continuing cost of the legal fees was discussed at some length. The cashflow spreadsheet showed when the finances would go into the negative unless several possible factors came into play. As most of the committee were not privy to what decisions/agreements had been made in the past, a conclusion was reached that any decisions/agreements having a bearing on the current financial situation be explained and recorded in writing.

3. Lease. Keith Loch advised all necessary documents had been acquired and he would try and progress it next week.

4. Emails in Workspace. No action until after completing the privacy request.

5. Coaching plan. Grant Loch again pointed out most of the committee had little idea where we were at, what resources were available, and what needed to be done. The chair asked Rodney, with Reon's assistance, to give the committee a comprehensive report of the where the coaching is at, what resources are currently available, and what resources are needed, depending on the desired result, that is are we primarily trying to improve member performance or use the coaching programme as a way of getting more members.

Decision: Sunday sessions will be rebranded from "Veteran Coaching" to "Adult Coaching" on the website and social media. Keith to change the website.

Action: The committee to regain ownership of **all** coaching to ensure the club benefits, once committee members have been provided with all the information required to make informed decisions.

6. Financial Investigation. Grant advised that the investigation is still progressing, with the slight hiccup of Bruce being away for a month.

7. Building WOF. We haven't got one. Have engaged an IQP to get one.

8. Table Hire/family rate. Although the concept and amounts have been agreed, the implementation seems haphazard. For example, most of the session managers probably don't

know they exist. Ralph as session manager lead will start an information/ job description for all session managers.

9-11. Vero Insurance claim status/Bylaws-handbook/Letter to schools. No action or update with Bruce on holiday.

12.Representative Criteria. Rodney had published a set of criteria for the committee to give feedback. As most hadn't the Chair asked for the committee to review Rodney's work and give him feedback.

13. Heat pump. No money no action.

14. Members' financial status. Ongoing to ensure the association has minimal freeloaders.

15. Smoke alarms. Order and install after BWOF issued.

16.Drinks machine. Removed because contravening fire safety rules. Will be returned to another location after BWOF issued.

17. Security cameras. John/Keith to install a dummy camera and add another camera to cover rest of carpark, after the dumping of rubbish outside the stadium.

18. Tournaments manager. Prepare a job description and appoint a dedicated tournament manager who is fully conversant with running tournaments. No one appointed so far. The task list shows Rodney was allocated the task of creating a Tournament manager's job description.

19. Constitution wording. Tidy up some redundant clauses and reduce the '30 working days' to something more practical. Job allocated to Keith Loch, to action closer to the AGM.

20. Stadium advertising signage. Job allocated to John (funding lead) Keith Loch to provide any information that can be obtained from the Google Drive.

21.-22. 2025 Closed data update to TTNZ/Outstanding minutes (June/July 2025) No update, awaiting Bruce's return from holiday.

23. Debit card

Discussion: That the time spent reconciling the card's use is not offset by any benefits in obtaining one. That the need for a debit card is limited and proven to be unnecessary.

Motion. To repeal previous committee decision to obtain a debit card.

Mover: Grant Loch **Seconders:** John Dunn **Vote:** Unanimous. **Decision:** Motion passed.

New Items for Action List

WTTA events calendar

Motion. To have a WTTA events calendar on the wall

Mover: John Dunn **Seconders:** Keith Loch **Vote:** Unanimous. **Decision:** Motion passed.

John Dunn to obtain a suitable wall calendar.

Lack of session managers. Make a plan to recruit/ advertise for more session managers. Ralph tasked with listing who we have now for which sessions, and therefore how many we need. After Ralph prepares a job description/tasklist for session managers we then start recruiting.

Fan operation. John has costed the price of fan controllers \$136 + GST X 2 To be installed when funds allow.

Update honours/ competition boards. Keith to obtain transfers from Brave Design.

Review HelloClub processes/setup. Take HelloClub up on their offer of training and use the opportunity to point out some of our issues with HelloClub systems. Bruce to follow up.

AED/CPR training. Investigate options for getting more session managers trained.

Reports

Acting President's report. Nothing to add to what's already been discussed.

Treasurer's Report. Nothing more to add above what had already been discussed. The P/L and cashflow reports had been circulated earlier.

Secretary's report Keith Loch advised the association had received more correspondence from the previous President. And reminded committee members to check their messaging systems for any items which might be required for the privacy request.

Maintenance Report. John Dunn advised any maintenance required had been done.

New Business

1. Swipe tags half price for families.

Discussion: After discussing the cost/benefits of having half price yearly tags for families, and the other options available i.e. paying per session, the Committee decided not to have half price concessions.

Motion. Not to consider half price family concessions for yearly swipe tags.

Mover: John Dunn **Seconders:** Grant Loch **Vote:** In favour: 6. Against: 0. Abstentions: 1

2. Medal remanufacture. Were advised new personalised inserts would be ready by the 12th June. Keith would pick up when ready.
3. Dumping of rubbish. It was noted a large quantity of organic rubbish was dumped in front of the stadium, just outside camera range. Hence the suggestion to add another cheap camera covering the current camera's blind spot. John and Keith to action.

4. Over 90s free membership. Don't think this was addressed fully. It would only cost the Association \$50 per year at the moment. We will make a definite decision at the July meeting. Having an over 90s competition was deemed unlikely due to only four eligible members, although this conclusion was not unanimous.
5. Rodney Bygrave brought up his concern at the \$878.14 cost of the medals for the Junior Open. He also reminded the committee the decision to have medals for 3rd and 4th would have been half that cost, with the estimated 'couple of dollars' actually being \$9.85 each. Helping to offset this will be the \$114.54 GST refund, and we will not need to buy personalised inserts for the Waitemata closed at \$2.50 each as we will have recovered them from the incorrectly manufactured Junior Open medals.
6. Primary School competition. Rodney Bygrave proposed a Primary School one day competition sponsored by 729. After discussing a suitable day, the committee was agreeable to the proposal and to let Rodney research the potential.

Meeting Closed: At 9.50PM

Next Meeting: 9th July 2026