
Waitemata Table Tennis

72A Seymour Road, Sunnyvale, Auckland 0612

WTTA Committee Meeting Minutes

9 July 2026 - 6:47 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), Bruce Hudson (President), Ralph Marrett

Apologies: Reon Borich

Absent: None

Introductory comments

The Chair opened the meeting at 6.47pm. The committee noted the meeting was being recorded for AI assisted minute-taking.

Approval of committee minutes

Motion: That the minutes of the Committee meeting held on 11th June 2026 be approved as a true and accurate record. **Mover:** Val Jones **Second:** Grant Loch **Vote:** In favour: 7. Against: 0. Abstentions: 1
Decision: Motion passed.

Matters arising from Action List

1. Legal Fees Update (HDCA/Defamation) *Discussion:* The debt to Hamilton Locke could be cleared as early as December 2026. Bruce Hudson to ask Hamilton Locke for a statement of account that includes any final costs.

2. Lease Renewal and Annual Report *Discussion:* The renewal is at approximately 80% completion. The **2025 Annual Report** is still required to finalize the process with Auckland Council.

3. Official Association Emails

Motion: To set up official [wtta.nz](http://www.wtta.nz) email roles (e.g., Maintenance, Promotions, Fundraising) to ensure role continuity, redundancy, and historical record-keeping. **Mover:** Bruce Hudson. **Second:** John Dunn. **Vote:** Unanimous. **Decision:** Motion passed.

4. Coaching Plan Special Session

Motion: *To hold a special committee meeting in one week's time (16 July) to focus specifically on the coaching prospectus.* **Mover:** Denise Kent. **Second:** Bruce Hudson. **Vote:** Unanimous. **Decision:** Motion passed. *Note:* Rodney Bygrave will circulate the AI-consolidated 3-page coaching prospectus for review prior to the meeting.

5. Financial Investigation Subcommittee

Motion: *To form a subcommittee (Bruce Hudson, Keith Loch, and Grant Loch) to investigate historical missing data dating back to 2017.* **Mover:** John Dunn. **Second:** Rodney Bygrave. **Vote:** In favour: 5. Against: 0. **Abstentions:** 3 **Decision:** Motion passed.

6. Building Compliance (BWOFF)

Motion: *To appoint John Dunn and Val Jones to investigate building compliance and procure quotes for the annual Building Warrant of Fitness (BWOFF).* **Mover:** Bruce Hudson. **Second:** Keith Loch. **Vote:** In favour: 6. Against: 0. **Abstentions:** 2 **Decision:** Motion passed.

7. Drinks Machine Discussion: The committee agreed to replace the existing machine with a newer, quieter model. Denise Kent will finalize the inventory selection, focusing on juice and removing water and highly caffeinated energy drinks.

8. Stadium Signage Discussion: John Dunn's draft letter to past advertisers was approved. Bruce Hudson will create a floor plan and tiered rate sheet (\$300—600 range) to maximize revenue.

9. Honours Board Action: Keith Loch to assemble a list of names to update the life members and officers' boards via Brave Signs.

10. First Aid and AED Training Motion: *That Ralph Marrett organizes group AED/CPR training for committee members and session managers, with a pre-approved budget of approximately \$300.*

Mover: Bruce Hudson. **Second:** Val Jones. **Vote:** In favour: 7. Against: 0. **Abstention:** 1 **Decision:** Motion passed.

Reports

11. President's Report

- **China Visit:** Bruce reported on China from his visit there in June, highlighting infrastructure, small club models and exchange possibilities with the Hebei Province.
- **New Member:** The committee discussed a new member with a history of anger management issues resulting in a trespass order for Auckland and Counties Manukau stadiums. Bruce will draft a formal policy for session managers on handling such incidents.

12. Treasurer's Report Discussion: The P&L for June showed a ~\$2,000 profit, though this is expected to break even once pending coaching invoices are settled.

Motion: *That the tabled financial report be accepted with noted corrections regarding pending creditors.* **Mover:** Bruce Hudson. **Second:** Grant Loch. **Vote:** Unanimous. **Decision:** Motion passed.

13. Secretary's Report

- The Privacy Act request was formally withdrawn.
- A life member resigned from Waitemata Table Tennis Assn. As the situation is not addressed in the Constitution the resignation was accepted, but the issue may need to be addressed in any update of the constitution.
- **Affiliation Fees:** TTNZ approved a \$1,500 credit regarding historical fee overcharges.
- **Kiosk Upgrade:** A \$611 bill was received for the Hello Club kiosk OS upgrade to comply with fire exit building regulations.

New Business

14. Electronic Session Sheets *Discussion:* Bruce Hudson will donate a tablet for the front desk to replace manual forms.

Motion: *To trial the electronic system behind a website firewall to ensure member privacy while empowering session managers to collect membership and tag fees, plus charging the correct rates.*

Mover: Bruce Hudson. **Second:** Keith Loch. **Vote:** Unanimous. **Decision:** Motion passed.

15. Liting Gao Resignation *Note:* Liting Gao has resigned for personal reasons, effective 17 July. The committee recorded its thanks for her service.

16. Minutes. *Discussion* Whether minutes should be uploaded to the website and freely available to members and the public without any sort of firewall.

Motion: Minutes should be uploaded to the website and freely available to members and the public.

Mover: Bruce Hudson. **Second:** Val Jones. **Vote:** Unanimous. **Decision:** Motion passed.

17. Statement of Account for all members. *Discussion.* To prepare a statement of account for all current members from 2021 and whether it was worthwhile.

Motion: To prepare a statement of account for all current members from 2021.

Mover: Bruce Hudson. **Second:** Grant Loch **Vote:** Unanimous. **Decision:** Motion passed.

Meeting Closed: At 10.32PM

Next Meeting: 16th July 2026 (Special meeting focusing on Coaching)