

## WLA Board Committee

### Monthly Meeting Agenda

<b>Date:</b>	Thursday 21 November 2024
<b>Start and close time;</b>	7:35pm open
	Online via google link

<b>Attendees:</b>	Will Ormsby (Chairman) Tash Featherstone (WLA Operations Executive) Maree Hill (Treasurer) Leon Green (President) joined Penny Cox 7:39pm Jules Rettkowitz (Secretary) Glen Stitchbury Deb Scott Carolyn Nicholson Will Chisholm
<b>Apologies:</b>	

Action Point / Item / Topic		
Committee Administration:		Responsibility
1	Confirmation of attendance and apologies	Secretary
2	Confirmation of previous minutes  Moved by: PC Seconded by: MH	All Committee
3	<a href="#">Overdue Fees</a> <a href="#">Bank summary</a> <a href="#">Profit and Loss</a>  <b><u>WLA Treasurer's Report November 2024</u></b>  Attached Xero Account transactions and bank balances for October 2024  <b><u>Accounts to be passed for payment</u></b>  1. Xero \$81.65 (automatic payment) 2. Tash Singh \$1000 fortnightly (automatic payment) 3. Storage King \$200 (automatic payment) 4. W Chisholm \$500 Coach Reimbursement for AUS U15 Tournament	Maree Hill

## **Move to pass payments**

### **Seconded**

#### **Current Fees due**

Spreadsheet of Outstanding Invoices attached.

Statement sent to U15 and U18 Players with Outstanding Fees

Statements to School and Clubs to be sent this week (by 22/11/2024)

#### **2023/2024 Financials**

Accountant had a few questions on some of the expenses and double checking the transactions are in the right expense code (15/11/2024)

We are exempt from Residential Withholding Tax effective from 27 September 2023, so a refund request has been forwarded to the IRD \$789.44 to be refunded (figure given by Accountant). Information given to ANZ to stop RWT going forward.

I have applied and been granted an extension to mid January 2025, our lodging of our Financials with the Incorporated Society.

Our Accountant has also confirmed that we are not required to register for GST

I would expect to the final Accounts in the next week or two.

Our Accountant has also recommended the following statement to be on all of our Invoices:

"By paying this invoice you agree that these funds are held by the Waikato Lacrosse Incorporated as Agent for you to pay the costs of the Tournament on your behalf".

This gets us around the GST/Tax issues as we are not a provider to Services.

#### **U15 Australia Tournament**

Just waiting on a Refund from Air New Zealand of costs relating to the delayed Flight coming back to New Zealand around \$800. Joelle, the Manager, has followed them up earlier this week and is chasing. Once we have this the final Reconciliation will be completed. Refund of approximately \$180 per player subject to the exact above refund.

#### **U15/U14 NZ National Tournament**

Reconciliation of Budget vs Actual expense has been completed.

Refunds/Credits U15 A \$288.90 per player (Will sort once the AUS U15 is completed)

	<p>Refunds/Credits U15 Development \$261.72 per player</p> <p>Refunds/Credits U14 \$242.33 per player</p> <p>The variance comes as there were different numbers of players in each team and other related costs.</p> <p>Email have gone out the U15 Development and U14 team requesting bank Account details.</p> <p><b><u>U18 NZ National Tournament</u></b></p> <p>Reconciliation of Budget vs Actual expense has been completed.</p> <p>U18 Girls are due a Refund/Credit of \$76.42</p> <p>All Girls who are in the NZL U18 Australia Tournament 2025 team have had the credit allocated to their account. Email to go to the other players for refunds.</p> <p>U18 Boys are due a Refund/Credit of \$11.94 - \$21.94, depending on whether they had Shorts (we were \$10 short on the Budget to Actual), and we also had some players that did not attend the Tournament due to Illness and injury.</p> <p>All boys who are in the NZL U18 Australia Tournament 2025 team have had the credit allocated to their account. No actual refunds to be processed.</p> <p><b><u>Player Refunds</u></b></p> <p>Once I have the Bank Account details I will start processing the above refunds in Batches (10 or more). Currently have 17 as of 20/11/2024 (U15 Development/U14)</p> <p><b><u>NZL U18 Australian Tournament</u></b></p> <p>Waikato Girls and NZ Boys Team</p> <p>10% Deposit for Accommodation in Adelaide</p> <p>\$100 per person Deposit paid for Airfares.</p> <p>15% Accommodation paid required by 20/12/2024 (AUD4130.45)</p> <p>Accommodation balance due 28/02/2025</p> <p><b>I move that treasurer's report be accepted and accounts passed for payment</b></p> <p><b>Second:</b></p>	
4	<p><b>Operations Report HS Sixes 2025</b></p> <ul style="list-style-type: none"><li>Girls schools:</li></ul>	<p>Tash Featherstone</p>

Sacred Heart

Hillcrest

St Peters

Cambridge high

Matamata College

Paeroa

Morrinsville

- Boys schools:

Morrinsville

Cambridge High

St Peters

Hamilton Boys

So far I do not have any confirmation of officials for this. I have begun nagging at the seniors a little and reminding Maree about it, but still don't have anyone locked in. I will need to approach Ursula about running some courses for it in the new year.

- **NZL accounts -**

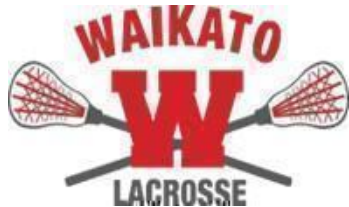
I have been in touch with Kelly Bair from Bailey Ingham. I have asked Aksel to supply her with the accounts so that she can look and quote of their services. She will then advise WLA on what Bailey Ingham can do for us, potentially they will do it for a reduced fee and then we can bill NZL for it, as she wants to support WLA. So it would be like a sponsorship deal where instead of giving us money, we use their discounted or free service to be able to invoice NZL which then pays for WLAs membership fees. Aksel is on board with this already.

Debbie Scott is also going down the avenue of seeing if there are any other bookkeepers who would do the bookkeeping portion for say \$30/hour, rather than the \$65 per hour that Activ are charging NZL.

- **Development:**

Will and I ran some lacrosse at Kiokio School, we did all the age groups from age 6 to 13, using the Quik Stix and the 4ft goals. We have left them there for their continued use. Ideally if we can do the next round of funding to include some more of those 4ft goals, and even maybe a couple of sets of quick sticks, and a couple of large bags of some sort to house them, and some money to pay someone to run the sessions, we could begin to get the ball rolling on the spread at grassroots level. Potentially around the rural schools in Waipa

	like Paterangi, Pokuru, Pirongia etc, and then the same around the Morrinsville and Thames Valley area schools etc.	
5	Received Correspondence: <ul style="list-style-type: none"> <li>Sport Waikato Development Sector Update</li> </ul>	All Committee
<b>Actions from Previous Meeting</b>		
	NZL Development Tash and Deb to discuss with AKL and come back to board prior to formulating responding to NZL	
6	New board members to organise transfer of emails & access to WLA Google email and drives <ul style="list-style-type: none"> <li>Leon to organise accounts, emails - in progress</li> <li>Moshe to organise google drive - in progress</li> </ul>	All Committee
<b>Items for Discussion</b>		
7	Friends of WLA to be formulated: <ul style="list-style-type: none"> <li>Do we have any takers for the role of Intermediate coordinator</li> </ul>	All committee
8	What are we called ?  NZBN companies register has Waikato Lacrosse Incorporated then we refer to ourselves as WLA  Registered under the Waikato Lacrosse Incorporated trading name of Waikato Lacrosse Association.	
9	NZL fees discussion	
<b>Actions to be Taken</b>		
10	<ul style="list-style-type: none"> <li>Penny and Jules to finalise changes to privacy policy, then send to the remaining board for approval. Penny to check about sharing info to NZL.</li> </ul>	Penny C, Jules R
<b>Any other business</b>		
11	<b>Next Meeting:</b> <ul style="list-style-type: none"> <li>Proposed Thursday 12 December 2024 @ 7:30 PM (NZDT) Zoom or in person</li> </ul>	



## WLA Board Committee

### Monthly Meeting Minutes

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<b>Start and close time;</b>	7:30pm open 9:22pm close
	Online via google link

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<b>Apologies:</b>	

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5. Tash Singh \$

**Move to pass payments DS**

**Seconded PC**

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4	<p><b>Operations Report</b></p> <p><b>HS Sixes 2025</b></p>	<p>Tash Featherstone</p>



- Girls schools:

Sacred Heart

Hillcrest

St Peters

Cambridge high

Matamata College

Paeroa

Morrinsville

- Boys schools:

Morrinsville

Cambridge High

St Peters

Hamilton Boys

So far I do not have any confirmation of officials for this. I have begun nagging at the seniors a little and reminding Maree about it, but still don't have anyone locked in. I will need to approach Ursula about running some courses for it in the new year.

There are benefits for running under World Lax sixes rules

Maybe slightly disjointed for the first year.

Women are clear on their motivation to run as a fundraiser.

Potential struggle for referees, particularly for men.

- **NZL accounts -**

I have been in touch with Kelly Bair from Bailey Ingham. I have asked Aksel to supply her with the accounts so that she can look and quote their services. She will then advise WLA on what Bailey Ingham can do for us, potentially they will do it for a reduced fee and then we can bill NZL for it, as she wants to support WLA. So it would be like a sponsorship deal where instead of giving us money, we use their discounted or free service to be able to invoice NZL which then pays for WLAs membership fees. Aksel is on board with this already.

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5	<p>Received Correspondence:</p> <ul style="list-style-type: none"> <li>• Sport Waikato Development Sector Update</li> <li>• Quote for shot clock \$3740 ex. Gst aluminium frame</li> <li>• \$3920 steel cabinets ex. gst</li> <li>• Penny will look into further options</li> </ul>	All Committee
<b>Actions from Previous Meeting</b>		
	NZL Development Tash and Deb to discuss with AKL and come back to board prior to formulating responding to NZL	
6	<p>New board members to organise transfer of emails &amp; access to WLA Google email and drives</p> <ul style="list-style-type: none"> <li>• Leon to organise accounts, emails - in progress</li> <li>• Moshe to organise google drive - in progress</li> </ul>	All Committee
<b>Items for Discussion</b>		
7	<p>Monthly review of constitution/policies/bylaws:</p> <ul style="list-style-type: none"> <li>• Updated H &amp; S and Complaints</li> </ul> <p><i>To be completed by Penny &amp; Jules</i></p>	Penny C
8	<p>Friends of WLA to be formulated:</p> <ul style="list-style-type: none"> <li>• Do we have any takers for the role of Intermediate coordinator</li> </ul>	All committee
9	<p>LC and MH register on the New Zealand Community Trust website Complete Audit Form Signed job contract, based on a contractor role Resolution: To apply for funding to the amount of \$32 000</p> <p>It was resolved and approved on 21st September 2024 by the Committee of WAIKATO LACROSSE INCORPORATED. "That Penny Cox, a Board Member, on behalf of WAIKATO LACROSSE INCORPORATED, makes an application to NZCT New Zealand Community Trust for the Waikato Lacrosse Operations Manager wages to the total value of \$32000 Moved by: PC Seconded by: DS</p>	

	Resolution passed; For: unanimous Against: nil	
10	NZL fees discussion: - Request from NZL breakdown of fees to go to members	
<b>Actions to be Taken</b>		
11	<ul style="list-style-type: none"> <li>Penny and Jules to finalise changes to privacy policy, then send to the remaining board for approval. Penny to check about sharing info to NZL.</li> </ul>	Penny C, Jules R
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