Squash Central Board Meeting Minutes
Sunday 16th August 2026 at 7pm
Online

Present: Joy Littlejohn, Pauline Waite, Matt Laurenson, Anneka Weterman, Hazel Richardson, John Laurenson, Andrew Bannon, Brenda Burnard (administrator- minute taker).

Apologies: Alice Hollows, Amy Simpson.

Conflicts of Interest: - As noted on the register and specifically for this meeting: A Weterman - Masters expenses.

Minutes of the previous meeting: held 19.07.2026 online. *H Richardson moved that the minutes held 19.07.26 are a true and accurate record, M Laurenson seconded; carried.*

Matters arising from the previous meeting:

Correspondence: Inwards

- Stephen Bennett Coaching contract
- Mainland Trust – funding application - decline
- Request for support for players representing NZ - x3
- Alice resignation - Senior Convenor role - Matt to clarify.
- Grants support from funding HQ - correspondence to Matt. Not a fit at this time.

- Outwards
  - Letter to Senior Team – player contribution
  - Superchamps – survey link to tournament control, team managers and all clubs

M Laurenson moved that the correspondence be accepted; seconded P Waite; carried.

Action list items: Highlights from list below

- Job descriptions - Board to continue review
- Referee convenor - Hazel to review job description.
- Funders calendar - good progress on this. Next steps for 2027 is Brenda to add funding dates into a work plan
- Marketing role - Brenda to follow up.
- Review of Strategic plan - Board members to review.
- 2027 Calendar - John has provided previous years communication regarding the previous calendar. John to provide the 2027 template with national dates and Central dates placed approximately in the same space for next year. Brenda to email the Board for feedback on these dates before confirming by email.
- Correspondence with Seniors - final confirmations made before they represented at Nationals.

Reports:

- Finance: As provided prior to the meeting - Pauline/Matt
  - Income and Expenditure 17.07.26 - 13.08.26
  - Bank Balance: $ 49,062.91
  - Investment Balances: $27,224.35
  - Debtors: $ 7,736.77
  - Creditors: $ 615.39

P Waite moved that the payments from 17.07.26 - 13.08.26 be approved, M Laurenson seconded; carried.

- Juniors - as shared at meeting
    - no progress with Wellington Challenge
    - Anneka will forward out the draft team for review for the Board to feedback on.
- Seniors - as per Alice's emailed report, shared by Matt.
    - Discussion point - suggested Triangular/Quadrangular tournament - Central, Eastern, Waikato, (and possibly Wellington) - Central are hosting next year - discussion about using this model and hosting closer to Senior Nationals as one event, to help reduce costs (just one challenge). Any current shields held can be a part of this challenge idea. Anneka to send email addresses to Matt. Matt to follow up with districts to progress this idea. This idea will be further discussed after more information is gathered.
    - Survey to go out to Seniors - an opportunity for more than just the team to feedback, but other top Senior players. Brenda to start google doc for gathering information for questions to go out to Seniors. Board to contribute.
- Masters - as shared at meeting
    - The team has been emailed out to the Board for approval. Board members' feedback is required. Players understand the cost will be spread across the team. The Board discussed and approved Anneka's costs to be covered for Masters Nationals this year if funding isn't secured.
- Other Board Reports - nothing notable listed.

Business:

- Superchamps - the survey was distributed with feedback received. Review of feedback pending - next meeting. Brenda and Amy to follow up.
- Masters
    - Masters Teams Nationals feedback - District feedback for including 65+ in age group tournaments. Feedback from Central Board after discussion - difficulty filing 60+ as it is, additional costs across the team, being able to cope with individuals and teams - a lot of squash for older squash players, not a good fit for Central region - Brenda to reply on behalf of Central Board.
    - Rob Roche Master Trophy - nomination - the Board discussed possible people that might meet the criteria. Confirmation if a nomination will be made next at the next Board meeting.
- NZ Open - what will Central's role in this look like? - Joy, Alice, Brenda and Anneka attended the launch for the NZ Squash Open. We will continue to reach out and make connections with this event. The Board discussed possible ways to be connected with the NZ Open and festival of squash. Anneka shared what Canterbury ran this year in the early rounds eg. Tue, Wed with activator events. This will remain an agenda item each meeting. Matt is to connect with Grant Smith to arrange a meeting so we ascertain how we can support .
    - Brenda to forward the link to the SNZ calendar to Board
    - Canterbury - Brenda to reach out to Canterbury regarding what they ran for the festival of squash.

General Business:

- Feedback on 'interests register' documentation - The purpose of this register is for all conflicts and anything seen as a perceived conflict of interest be added to this register, so we acknowledge how we manage these conflicts. Board members discussed the template. Board members are to add their conflicts into this register.
- Policy Implementation – Concerns and Complaints Policy discussion - The board discussed putting together a Concerns and Complaints Policy, which also has a register alongside it for any issues that are raised along the way. Brenda to put together a draft for Board approval.

- Board Handbook – to ensure support for Board members and support onboarding of new members discussion that has everything in one place. The Board would like this to be progressed and be ready by the AGM. Brenda to progress this to share for approval.
- Brenda - Meeting dates moving forward - April to Sept is the busy time of year so monthly is ideal. After this point we might be able to have meetings bi-monthly.
- Pauline - awards night, set a date, to be held at Whanganui Club - suggested date: Saturday 31st October, time to be confirmed. SNZ nomination dates 03.12.26 due in. - Brenda to email Whanganui Squash Club for the committee to give feedback if the club is available.
- Hazel - attended the Women's series and Junior Prince today which was a good day. Good feedback and questions from each group about the events. Next year to promote holding these on the same day and promoting this. Brenda noted that there are some ideas to help these days run more smoothly.
- Anneka - Nil
- Andrew - Nil
- Joy - Nil
- John - Nil

Meeting closed: 9pm

Next Meeting date: 20.09.26, 7pm online

Minutes signed and dated as true and correct by the Board Chair.

Matthew Laurenson - Chair MyL Date 20/9/26

Actions to be followed up from previous meetings:

Date Created	Action Required	By Who	Date Updated	Actions/awaiting/conclusion
17.3.26	Increase coaches throughout Central	Board	19.07.26	Ongoing
17.3.26	Rewrite Job descriptions	Board	19.07.26	Treasurer, MySquash completed and returned. Captain - will require an appendix outlining how the role is carried out (Superchamps)
17.3.26	Refereeing Convenor	Board	24.05.26 21.06.26 19.07.26 16.08.26	Promotion to be sent out to clubs, review job description. No responses No update
18.4.26	Review Constitution particularly in the Committee area.	Board	24.05.26 16.08.26	Board to review aspects of the constitution - tenure.
18.4.26	Get quotation for Annual Financial review	Pauline		Later in the year

21.06.26	Funders Calendar	Brenda	19.07.26 16.08.26	Started and to be continued. Good progress, next steps for 2027, adding dates across a workplan.
21.06.26	Marketing role - social media and website	Board	19.07.26	Brenda to note down aspects of the role to share.
21.06.26	Register of Interests (conflicts)	Board Brenda	19.07.26 16.08.26	Document to be constructed with Board members interests noted. Completed
21.06.26	Review of Strategic plan (SP) and establish new SP	Board	19.07.26 16.08.26	Document ready to be added to. No update
21.06.26	Calendar	John/ Brenda	16.08.26	John has provided previous years correspondence concerning the calendar. Template 2027 calendar required before survey is constructed.
19.07.26	Seniors letter response	Board	16.08.26	Correspondence and matter closed.
19.07.26	Superchamps survey	Brenda/Amy	16.08.26	Survey distributed review of results pending - discussion next meeting.
19.07.26	Squash squad Q and A for clubs interested	Hazel/Matt	16.08.26	On going - next time
19.07.26	Development of database with participation numbers across events	Brenda/John	16.08.26	Pending
19.07.26	Conduct at Superchamps - follow up	Amy	16.08.26	Has been dealt with within the club. Matter closed.
19.07.26	Funding applications x4	Pauline/ Brenda	16.08.26	Almost all submitted by Brenda
16.08.26	Senior Player Survey	Brenda Board		
16.8.26	Concerns and Complaints Policy	Brenda		

16.08.26	Board Handbook - due by AGM 2027	Brenda		
16.08.26	NZ Open and Festival of Squash communication	Board/Matt/ Brenda		
16.08.26	Awards Night	Brenda		

Parking Bay - Return to at a later date.

Date Created	Action Required	By Who	Date Updated	Actions/awaiting/conclusion
17.3.26	Set up sale of balls to clubs through Squash Central. Costings to be finalised.	Matt/John	19.07.26	Committee to leave this for the moment.