



MINUTES OF THE BOARD MEETING
MONDAY, 20th February 2026, 9:00 AM
WAIHI GOLF CLUB, WOODLANDS ROAD

PRESENT:

Frank Van Hattum (President), Jill Morrison (Vice President), Mike Rose, David Campbell (Manager), Cath Blake, Chris Pilmer

APOLOGIES: Nil

1. Previous Minutes

Motion: "That the minutes of the January Board meeting be taken as read."

Carried: Mike Rose / Jill Morrison

Motion: "That the January Board meeting minutes be approved."

Carried: Mike Rose / Jill Morrison

2. Matters Arising

NIL

3. People

The Club organisational chart was presented at the meeting.

Discussion took place regarding the chart, which needs to include additional information.

Action:

Prepare and deliver a consolidated summary of current organisational structure, up-to-date job descriptions, staff classifications (permanent part-time, contractor, casual), total hours and who fills in during absences; provide the document for board review and include any contractual details required for employment-law compliance

4. Health & Safety

Waihi Golf Club Health and safety policy had been circulated before the meeting.

A draft governance-level risk register (including health & safety as one risk among others) was presented to the meeting and proposed the approach of reviewing one area of risk per meeting with suggested mitigations and ratings.

Discussion took place regarding the risks the golf club faces, including natural and man-made hazards.

It was noted that the drop at the top of the stairs on the 8th Tee has been remedied.

Action:

Chris offered to review and assist the staff in updating the Health and Safety records.

Reconcile and combine health & safety incident logs (including near misses and tree/branch incidents) with the board health & safety reporting so monthly incidents and near misses are recorded and reported to the board; produce an updated incident-reporting summary for the next meeting

Questions were asked about what exactly our Club License covers. The manager advised himself, and James held current managers Certificates.

Action:

Produce a verified alcohol policy for the club that documents licensed areas, whether alcohol can be sold on the course, rules for members/visitors bringing their own alcohol, and special-event exemptions.

5. Membership Report

A table showing current membership by category with last year's comparison was reported to the meeting.

- 17 new members joined from 16th Jan to 18th January 4238 to 4248
- Members rejoined 3290,3291,2773,4057
- Membership Year-on-Year: Up from 586+ to 643.

A chart showing the age breakdown of membership was presented to the meeting, showing the growth in juniors and under-30 categories.

Action:

To show a yearly comparison of membership by age categories.

6. Financial Report

Motion: "That the accounts totalling \$153,784.06 for January be approved for payment."

Carried: Jill Morrison / Cath Blake

Concern was expressed that no management accounts were presented to the meeting due to the Xero conversation not being complete.

Action:

Complete opening balances reconciliation in Xero and produce a full set of management accounts (including balance sheet and budget comparisons) so the board can review the financial position; target to finalise opening balances and provide accounts as soon as possible (aim: end of next week)

It was noted that the audited accounts had been filed with the company's office; the management letter, normally received with the audit certificate, is yet to be received.

Action:

Request and obtain the auditor's management letter (audit findings/recommendations) from the last audit and provide it to the board for review.

7. Course Report February

WEATHER

It has been a wet summer with 620.5 mm of rain with only 60.5 mm of rain so far in February. Rain predicted in the long-range forecast over the next few months.

GREENS

We are only using the irrigation when required, which is minimal at this point in time. We will be verti-mowing the greens in a single direction and dusting with sand next week weather permitting . They have been receiving their regular fertiliser programme applied to encourage the greens health. With the amount of rain and the warmer temperatures together have created perfect conditions for fungal disease. To combat this I have been

running a preventative fungicide programme with an application once every 14 days. We have had a lot of pitch marks over the last month, which look unsightly and disrupt the playing surface.

FAIRWAYS AND APPROACHES

The large amounts of rain with warm temperatures have created optimal growing conditions for these surfaces giving fairways and approaches a good coverage of grass in most places. The only problem we have had is to keep up with the mowing on them and sometimes not being able to mow them as much as we would like too due to them being so wet from the large amounts of rain.

TEES

The tees have benefited from the weather conditions with good coverage overall and a good amount of recovery from use.

They will be receiving a planned aeration followed by a scarify and overseeding in the autumn.

ROUGH

The rough is being mowed weekly to keep it under control. The rough is being sprayed with a new chemical to control the paspalum. This chemical stops the production of chlorophyll, therefore it turns the plant white, which in a way bleaches the plant. Broadleaf weed killer will be sprayed for the control of daisies, dandelions and flat weeds on the rough and fairways.

BUNKERS

Unfortunately with the high volumes of rain a lot of the bunkers get washed out and filled with water. We will be looking at redoing some of the bunkers starting with 7 green and then on to 2 green.

VOLUNTEERS

I would like to thank all the volunteers who have come out and helped on the course. Especially the small group who came out on short notice to clean up a large fallen tree branch and Murray Fraser for using his specialised skills to remove some large branches stuck up in the trees on 18.

Course Advisory minutes were presented to the meeting, Chris outlined the main points.

- Additional maintenance task list has been prepared and is being worked on by the green staff
- 6 x projects have been identified, and planning and timing is to be advised.
- 8th Tee planting planned for early March
- Chris and an arborist have identified a list of seven high-priority trees as potential hazards, trimming needs, and a plan for working bees or contractor involvement.

Capex Request:

The current golf cart used by the greenkeeping team is no longer fit for operational demands. This vehicle is used daily for the transport of staff, tools, irrigation components, and light materials across the course. Its failure creates inefficiencies.

Replacement is now operationally necessary rather than discretionary.

The report was tabled, outlining 3 options, with still to confirm the Kubota diesel option.

After the discussion, the board would like to see additional information on the planned purchase as well as update the Capex budget.

Action:

Detailed, exact recommendation and summarising the capex plan and ensuring any purchase fits within the budget.

8. Sponsorship

Mike reported that the tee sponsors will be invoiced in March, and the list of contacts manager sent is not complete.

Also been speaking with a potential sponsor FMG, and has send a proposal offering sponsorship for POTY, Twilight, or cart sponsorship.

Mike is also updating the sponsorship protocols & cheat sheets for tournament organisers.

Action:

Ensure contact details of all sponsor are sent to Mike.

9. Correspondence

- Inwards:
 - Club Captains Minutes
 - Course Advisory Minutes
 - 10/02-Adle Gunning-Attached
 - 12/02-Kristine Gascoigne-Attached
- Outwards:

Membership Correspondence

22/01	Course Conditions Update
04/02	Board Newsletter
06/02	18h Women members Only Weekly Haggles-Copy Attached
10/02	Titleist Fitting Day

Action:

Response to the two letters and copy the Women's Club Captain.

10. Social media:

The quarterly social media reports were presented to the meeting.

Facebook:

Followers growth up 18% to 913
Post views growth up 31% to 139,000

Instagram:

Followers growth up 23% to 494
Profile views growth up to 76,000

Good progress being made, report should be included in the next board newsletter to the members.

Any Other Business

1. Ladies proposal to Paint the Starters Office:

A report showing cost and planned movable mural for the starter's office from the ladies was presented to the meeting.

Meeting thought it a good idea with the manager to advise the ladies to proceed.

Meeting Closed: 11:35 am

Next Meeting: To be confirmed

Signed:

Frank Van Hattum (President)
31th March 2026

David Campbell (Manager)
31th March 2026