Waihi Golf Club



MINUTES OF THE BOARD MEETING
18th September 2026,9:20 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 August Board meeting be taken as read."
Carried: Mike Rose/Jill Morrison
Motion: "That the August Board meeting minutes be approved."
Carried: Mike Rose/Jill Morrison

2. Matters Arising:

Mike raised matters from the previous minutes, specifically the omission of the 11th tee signs from the action plan and his own status standing for re-election as per the constitution.

3. Administration

Action Register

Manager reported on leave balances and staff contracts, noting a recent meeting with an HR consultant; he is currently formatting new employment contracts and preparing for staff reviews.

AGM Timetable

The target date for the completion of the annual report is November 4, with the AGM scheduled for November 25.

The manager expects to have the final (non-audited) accounts ready by October 20.

Board nominations must be called for by October 26, although the board intends to advise members of the upcoming AGM and open nominations in the next newsletter.

The auditor now has full access to Xero, and the accounts are being prepared by an external accountant, which will help the audit go smoothly.

Strategic Planning Meeting

The board discussed the recent strategic planning meeting, noting that many member suggestions were operational rather than strategic.

Members requested a better induction process and a "buddy system" for newcomers; Mike reminded the board that he had previously created welcome letters for this purpose.

Jill and Cath will work on a newsletter summary to communicate the results of the strategic meeting to the members.

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4. Risk Management & Compliance Review

The Water Management Project is still ongoing.

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The cart policy is yet to be completed; the proposed trail fee is to be included.

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5. People

All staff contracts are currently being reviewed with the assistance of the HR consultant.

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6. Waihi Golf Club – Health & Safety Report August 2026

The Board received and considered the Health & Safety Dashboard for September 2026.

Cath reported a fall involving a swivel stool in the starters' office.

An ambulance was called recently for a member with heart fibrillation; James was commended for his first response.

The club's defibrillator is 15 years old and needs replacement; David will include a request for a $3,000 sponsorship or donation in the newsletter to fund a new unit.

The Board was satisfied that Health & Safety obligations continue to be met.

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7. Membership Report

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

- 11 new members joined: 4297-4302
- Members rejoined 1809,3830,2550,3824
- Membership Year-on-Year: Up from 603 to 640

Have received approx. 20 resignations from members who have moved or are no longer playing. These will be actioned 1 October 2026.

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8. Financial Report

Profit & loss and balance sheet for the 11 months to August were presented to the meeting, with a forecast.

Motion: "That the accounts totalling $142,700.63 for August be approved for payment."

Carried: Jill Morrison / Frank Van Hattum

The manager reported a stronger financial result for August than expected.

The board reviewed an insurance quote from Gallagher which includes specialised "swing cover" for golf clubs; a competing quote from Aon is still pending.

Frank delegated the final insurance decision to David and Cath, as the cover must be placed by September 30.

Motion: "That the financial report for August 2026 be approved:
Carried: Jill Morrison / Cath Blake

9. COURSE REPORT SEPTEMBER

WEATHER
We had 166 mm of rainfall for the month of August and have had minimal rain so far this month with slightly warmer temperatures, which is finally starting to give us a bit of growth in the fairways and rough, with a little bit of growth on the greens.

GREENS
The greens have started to pick up a little bit more growth, this will only increase over the next month. We are continuing on with our liquid fertiliser programme as per usual and have started our preventative fungicide spray programme this month as the first few signs of dollar spot have appeared.

We have verti-mowed and verti-drained all the greens, then top-dressed with sand. The greens verti-mowing and dusting programme will begin in the first week in October with a single direction verti-mowing every 4 weeks and a light dusting fortnightly to create smooth greens that putt true. There will also be some aeration through the spring/summer to help with drainage and for compaction relief.

As the growth in the greens starts to improve we will decrease the mower down to summer heights and increase the frequency of mowing which will also help to obtain a great putting surface.

The greens will also be receiving an application of insecticide in October to combat our usual influx of black beetle as well as their regular fertiliser and fungicide programme.

TEES
The tees growth is ticking over quite nicely as they have a couple of winter applications of fertiliser and are now requiring to be mowed twice a week. The steady growth is helping with repair along with regular movement of the tee markers to keep good coverage. We will also using volunteers over the next few weeks to divot all the tees with a sand see mix to assist with recovery from divots.

FAIRWAYS AND ROUGH
The fairways and rough will be sprayed again for the control of the daisies and flatweeds as well as a fertiliser application on the fairways in October. They will however now be mowed on a regular weekly period into weekly as the spring growth increases the volume of grass.
We will be seeding some bare areas over the next few weeks to take advantage ot the spring weather before we head into summer.

BUNKERS
The bunkers will be getting another edged, weeded and levelling, followed by the edge spray of a growth regulator to keep the edges under control through spring.

The 5th fairway bunker has been dug out to remove the tree roots and fresh sand has been put into it. We have also been topping up sand where required to give all bunkers the correct depth.

VOLUNTEERS
I would like to thank all the volunteers for their time and assistance, especially Dave Foster for the use of his digger and operating skills as he has made short work of quite a few jobs to help move the course forward.

Chris updated progress on the current projects:

Chris reported that the course advisory group is following the recommendations of the Ormsby report, including a program for dusting and sanding the greens.

Recent course work includes the completion of the 5th bunker, while the 15th path widening is scheduled for mid-November.

10. Sponsorship Report

Have been approached by Franklin Vets as a potential sponsor; Mike will report back on progress.

11. Correspondence

Inwards:
Letter from Women's Committee re chairs
Outwards:
Letter Jacquie Bain
Letter Tim Parish
Membership Correspondence
26/08 Shop News
01/09 Board Newsletter
07/09 Strategic Planning
11/09 Strategic Planning-Info
14/08 Shop News

Discussion:
A significant discussion occurred regarding the replacement of clubhouse chairs; the club currently has 120 chairs, some of which are rusting and damaging members' clothing.

The manager suggested a progressive replacement plan, starting with 25 stackable "Eden" chairs
at a rate of approximately $180 per chair. The board would like to see how this fits into the capex budget.

12. Any Other Business

Catering Options:

The current caterer, Dee, is resigning from day-to-day operations at the end of October but may stay for event catering;
The board discussed various options.

Manager will advertise the catering opportunity to the market to see if a break-even model is possible.

Green Fee Increase

A report was tabled showing local clubs green fee rates and reciprocal rights.

After discussion the board approved a $5 increase for 18-hole green fees starting October 1, bringing affiliates to $55 and casuals to $65; 9-hole fees will remain at $30 affiliated and $35 for casuals to stay competitive with local clubs.

Office Refit:

A detailed report and costing were presented to the meeting.

The board expressed concerns about the priority of an office refit versus the men's toilets, which were a hot topic during the recent member strategy meeting.

The board decided to defer the $15,000-$20,000 office refit proposal until a more coherent "big picture" design for all downstairs facilities (office, toilets, bar, and locker rooms) is developed.

Manager agreed to circulate the full Capex list, including the Verti-drain unit estimated at $60,000, to help the board set priorities for the next financial year.

The Fox

Manager provided an update on the upcoming Ryan Fox event, noting that Fox will be hitting shots on the 8th hole and bringing the Open cup for display on a plinth; a full summary of event logistics and crowd management is due for the October meeting.

Meeting Closed: 11:39 am
Next Meeting: 23rd October 2026

Signed:

Frank Van Hattum (President)
23rd October 2026

David Campbell (Manager)
23rd October 2026

Waihi Golf club: Actions Register – OPEN

Date	Action No.	Action	Progress	Who	Completion Date
19 Feb 25	Action 1	Source Bathroom Designer		MGR	Other Priories
24 April	Action 2	Integrate POS with Xero		MGR	March 2027
31 March	Action 3	AGM Timetable	To report progress to each meeting- Budget added	MGR	October
24 April	Action 4	Review Leave accruals/ Holiday register	Plan to reduce balances. To be included in 2026 and beyond KPI's	August	EO Sept
31 March	Action 5	Review all Staff contracts to ensure they are fit for purpose	Engage outside assistance if required-check kiwi saver, Holiday's	MGR	EO Sept
	Action 6	11th Tee sponsorship NEW WORLD	Manager to ensure account is followed up	MGR	October
16th July	Action 7	Water Management Project	Scope complete-Gathering Information	Water Group	October
16th July	Action 8	Cart policy	Add in definitions -Possible Trail Fee-Include members' carts stored on site	MGR	September
21st August	Action 9	Update with Auditor	Payroll separation of duties, clarify sign off procedures	MGR	October
21st August	Action 10	9th Tee box	Check design is appropriate	CAC	On Going
21st August	Action 11	The Fox	Manager to discuss logistics-Safety with Tournament director-Kelsen	MGR	October
21st August	Action 12	Correspondence	Manager to reply to correspondence	MGR	September
21st August	Action 12	Insurance Renewal	Compare Aon and Gallagher	MGR Cath	1st October

Waihi Golf club: Actions Register – CLOSED

Date	Action No.	Action	Progress	Who	Completion Date
31st March		Check on exact conditions of Liquor licence	Complete	MGR	24 April
31st March		Complete list of current policies	Complete All Documents online and in folder	MGR	24 April
31st March		Electronic Register to be set up to record all Volunteer/Worker safety sign in sheets	Complete	MGR	24 April
Dec 2025	Action 5	Sand Buckets attached to Trundlers	Members who want to carry buckets will find away	Chris/ Mark	29th May
31 March	Action 3	Trial A1 Note-taking for all meetings	Trial Completed used in previous meeting.	MGR	29th May
24 April	Action 4	Membership Payments outstanding.	Members Policy adopted	MGR	29th May
24 April	Action 9	Update Capital plan for next meeting		MGR	22 May
24 April	Action 10	Check indemnity insurance for staff and Board members	Circulated full document	MGR	22nd May
24 April	Action 2	Xero conversion; Fully integrate all Xero tools into the operating system	Engage Expert as needed	MGR JILL	August
31 March	Action 3	Finalise Auditors' report	Manager to respond to all points raised.	MGR	21st August
16th July	Action 6	operational plan for Strategic meeting	Revise report into simple bullet points	MGR	August
16th July	Action 8	Review Green Fees & cart charges	any increase to be effective 1st October	MGR	September
16th July	Action 10	Strategy Meeting	13th September- preplanning next Board meeting	Cath/ Jill	August
21st August		8th Tee box	Additional anti slip tape to steps on	Chris	September
21st August		Email	Manager to set up additional email address	MGR	September

Register of Interest 2026

Frank Van Hattum-President

VANHAT Consulting	Director
Contech	Director
BPM (2023) Ltd	Director
BPM Investments	Director
BPM Limited	Director
NZ Football Foundation	Trustee

Jill Morrison-Vice President

MJRF Ltd	Director & Shareholder
NZ Showjumper Ltd	Director & Shareholder
Boost Immune NZ Ltd	Director & Shareholder
386 Properties Ltd	Shareholder

Mike Rose-Board Member

Mike Rose Public Relations (MRPR)	Principal

Cath Blake-Board Member

ConneXu Trust	Chair
Blake & Blake Developments	Director
Mangatai Forest Ltd	Partner

Chris Pilmer-Board Member

CP Consulting Ltd