

"More people of all ages and abilities playing cricket, having fun and succeeding at whatever level they choose."

Counties-Manukau Cricket Association Board Meeting

***Tuesday 5 November 2019 at 4.30pm
Pulman Arena, Papakura***

MINUTES SUMMARY

SECTION A ADMINISTRATION

The meeting opened at 4.30 pm

A1. Present- Grant Barnes (chaired the meeting), Chris Lynch, Neeraj Kumar, Melanie Kemp, Danisha Lang Siu, Primla Khar, Michael Schofield, Trevor Gill (staff), Paul Heath (NDCA Board)

A2. Apologies – Rodger Williamson

A3. General Business – nil

A4. Adjustments to meeting timetable - B1 was brought forward

A5. Timekeeper- Chris Lynch

A6. Declarations of Interest – There were no specific disclosures, all board members were asked to do their annual general disclosure

A7. Minutes

The minutes of the 26 September 2019 meeting were approved.

A8. Action items – Action plan reviewed and discussed

SECTION B MATTERS FOR DISCUSSION

B1. Update from the chair

B2. ND Restructure Working Group. The group met prior to the board meeting. CMCA feedback on restructure plan to be sent to NDCA

B3. The board adopted their 2019/20 workplan.

B4. Annual Business Plan was adopted by the board.

B5. GM Performance Review has been completed.

B6. Senior representative team funding will be reviewed by the Risk and Audit Committee

B7. 2019 AGM minutes were tabled in draft.

B8. Board policies and Standing Orders- the board completed the annual review of the documents.



SECTION C MATTERS FOR DECISION

- C1. Funding Resolutions – the board authorized one funding application.
- C2. Resolutions between meetings – nil
- C3. The R@A committee for 2019/20 was appointed.
- C4. Danisha Lang Siu was elected as Board Deputy Chair
- C5. The organisational risk register is going to be reviewed
- C6. Chris Lynch was appointed to convene the CMCA Judicial Committee

SECTION D REPORTS AND INFORMATION

- D1. Management Report – October, tabled and discussed.
- D2. Financial Reports as at Oct 3^{1st}, 2019 (three months) tabled

| Income Budget | Income Actual | Expenses Budget | Expenses Actual | Net Budget Position | Net Actual Position |
|--------------------------|--------------------------|----------------------------|----------------------------|------------------------------------|------------------------------------|
| 71,800 | 75,496 | 80,933 | 95,380 | (25,580) | (5,436) |

Equity \$294,200

- D3. Grants Register - the latest register was received
- D4. CMCA Staff and committee structure- tabled
- D5. Meeting attendance register- tabled

All the above reports were adopted by the board

Meeting closed at 6.02pm

Next meeting – tba

