

AGENDA
of the
BADMINTON OCEANIA CONFEDERATION
BOARD MEETING
Saturday 14 February 2015

1. Apologies

None

In attendance, Nigel Skelt, Loh Poh Wong, Sandra Low, Geraldine Brown, Leody Vainikolo, Nadia Bleaken

Geraldine welcomed Nadia Bleaken as the new COO with Oceania Badminton.

2. Change in COO - Nadia Bleaken

- **Bank**

Nadia noted the problems we have had with the changeover of COO and the bank. Information was not able to be released for the audited accounts and bank operations.

Request was made to change to ANZ bank which is a nationally recognised bank.

The board confirmed by consensus that this could occur.

- **Office**

The new office location has been confirmed as 642 Great South Road, Ellerslie. The building is owned by an accounting firm with the upstairs leased by a range of tenants. A number of communal rooms are available as well as office space.

Commences 13th February 2015 with an annual lease of \$10,000 plus GST. Twelve months plus a twelve months right of renewal.

Includes parking, toilets, shower, office and kitchen rooms one and two.

The board congratulated Nadia on approving this location.

- **Development Strategy**

Nadia introduced the concept of introducing an additional administration officer to assist in the administrative delivery of the development strategy.

Approval has been received from the BWF for the introduction of this role to support the development officer and COO.

Further discussion will be held on the interaction of the development strategy and other strategies in the Strategy meeting on 15.02.2015.

Discussion was had about the structure of reporting and communications in general and a need to create accountability and key actions for all committee members and board members.

Nadia to come to the strategy meeting with some proposed structures for reporting progress. Proposed templates to include Strategic and KPI reporting (annual planning) and action lists for completion between meetings.

3. BWF funding applications

- **Events: Thomas Uber Cup and Oceania Competitions**

There is a need to change the timing of the Oceania Championship events for 2016 because of Thomas Uber Cup coming back. This is also due to BWF requirements is that you cannot gain points for two events in one week. BWF stipulate that Thomas Uber Cup must be held in week seven of each year. Week seven and week seventeen are held for continental championships in the BWF calendar.

Option One:

To alter the timing of the Oceania Teams event on an on-going basis that would have been held in February 2016 to February 2017 meaning it is held every second year. Even years Thomas Uber Cup team format and odd years Oceania team event.

Option Two:

To play the Oceania individuals event in week 17 2016 and continue to play this in week 17 every year. The Thomas Uber Cup and Oceania Teams Event would be held in February every year.

The events committee has been asked to make a recommendation to the board by 15.02.2015 pending conversations with the HP Directors of the countries who are available.

A decision will be made following the event committee recommendation.

- **Technical Officials – Umpire and Referees**

Available to develop umpires and referees specifically outside Australia and New Zealand.

The grant is for long-term development and sustainability and is valued at \$10,000 USD for each calendar year for 2014, 2015, 2016 calendar years.

Applications close on Monday 16.02.2015 and as at today's meeting the Technical Officials Committee have not provided any formal information to the COO to complete the application.

Nadia requested to meet with Lyn Nixey today to update the board tomorrow with any possible names to put forward for this application.

An extension is to be requested to the BWF for a one-week extension for this application because of the Oceania Championships occurring at the time of this process.

- **Marketing**

BWF investments are focused on the promotion of the game with a focus on live streaming, online data initiatives, tv screening and other opportunities that fit the country to promote the game. There is recognition that each country will have different needs.

Nadia requested to submit a generic application with a focus on live scoring and social media generation for the Oceania region. From this application countries will be offered the opportunity to apply for funding appropriate this grant.

4. Other Business

Terms of Reference of committees:

Discussion centred on reviewing the terms of reference of the committees across the organisation and the function and role of these committees.

Clear guidelines plans and actions are needed to engage committees and improve the function and outcomes.

Nadia was asked by the board to review the terms of reference and outcomes of committees and report back to the board.

Perpetual Trophies:

Request made for perpetual trophies for Oceania events.

Board approved this with the request to find donors to supply these trophies.

The Skelt Family have offered Mixed Doubles Trophy.

5. Matters arising, Event Strategy, Oceania Champs location 2016

6. Deferred to meeting 15.02.2015

Meeting closed 12.00pm