

MINUTES
of the
BADMINTON OCEANIA CONFEDERATION
Post-AGM Executive Board Meeting

held at

Centara Grand Hotel and Conference Centre at Central World, Bangkok, Thailand

3:30pm on Thursday 17th May 2018

- 1: Present:** Geraldine Brown (President), Nigel Skelt (Deputy President), Julie Carrel (Secretary General), Glenn Cox, Johanna Kou, Loke Poh Wong, Leody Vainikolo, Lynne Nixey (Administration Manager)

Apologies: Ngaoa Ranginui

2: Welcome from the Chair

Geraldine Brown welcomed Leody Vainikolo back to the Executive Board. Geraldine reminded everyone of the need to have meaningful discussions within the Executive Board and for everyone to participate fully in these.

3: Meetings

It was agreed that the Executive Board would aim to have a meeting every second month via conference call if possible. Financial reports for the previous two months were to be prepared for these meeting. It was agreed that July was to be the next meeting.

Julie Carrel is to look at the calendar and advise proposed meeting dates for the year.

After discussion it was agreed to continue with the conference call phone system as internet was intermittent in some of the islands and so SKYPE/Bluejeans was not always possible.

4: Minutes of Last Meeting

The minutes of the meeting held 16th of October were presented.

Moved: Glenn Cox **Seconded:** Nigel Skelt

That the minutes of the meeting dated 16th October 2017 are accepted as a true and correct record of the meeting.

5: Matters Arising:

Prizemoney for Oceania Champs

Discussion regarding Prizemoney for the Oceania Champs was not held at the Annual General Meeting as it was felt that the money was better used to invest in the event rather than for prize money.

6: Financial Reports

To be received every second month and to be sent out prior to Executive meetings. The financials to end of March will be forwarded to the Executive early next month. As the Financial Report for 2017 has now been passed, 50% of the surplus from last year (\$4556) will be added to the Fixed Term Deposit when it is next available for re-investment – June 2018

7. Budget

Julie Carrel will endeavour to do this so it is available early December for the Board to consider for the following year; this is also reliant on the BWF confirming their grants by this date. It is recognised that the Budget is a moving document and subject to some minor changes during the year.

8: Policies:

Glenn Cox has developed some policies for the Board to consider. A copy of these has been given to all Board members. Feedback to be provided to Glenn Cox by mid-June (Friday 15th) to allow final policies to be developed. These to be confirmed at the July Executive Board Meeting.

Internet Policy – It was agreed that there was a need to include a section on players and their use of Social Media in relation to Badminton Oceania. Glenn Cox to review this.

Nadia Bleaken to be asked to send a copy of the Tonga PSP Policies to Glenn Cox.

9: Staffing

The new structure has been agreed with the BWF staff. We are waiting on final approval from the upcoming council meeting to confirm positions and funding for the next three years.

The administration role undertaken by Lynne Nixey has been increased to full-time (up from 20 hrs per week) with the BWF financing the additional 50% for this role. As the role was changed to full-time in January, the BWF has agreed to back-date payments for this role until then – again waiting on final confirmation post-Council meeting.

Events and Communications Manager. This role will be full-time and based in the Auckland office. It will include Para Events as part of this role. The role will release some of Julie and Lynne's time to focus on their key tasks and allow Julie to become more strategic

Development Officers. Two part-time roles to be created (approx. 30 hours per week). The roles to be based in Fiji and Papua New Guinea. They will service other countries within the Pacific from there. Development Officers will report to Nadia Bleaken and they will have service contracts from Badminton Oceania. All roles will be paid in NZD.

Money from the BWF to also assist with set up/provision of lap-tops and to bring the new staff members to New Zealand for training.

In January 2019 there it is proposed to have one more part-time (approx. 30 hrs per week) Development Officer position based in the Auckland office to predominately work in Robbie's areas of Coach Education, Player Development and Para Development.

10: Annual General Meeting 2019

Discussion was held regarding where to hold the AGM for 2019 – either in conjunction with the BWF AGM or with the Oceania Champs. It was agreed to ask for feedback from countries. Nigel Skelt suggested waiting for the council discussion on AGM funding before making any decision. The office to provide a costing for taking the meeting to China in comparison to Melbourne for the next meeting.

11: Tuvalu costs for 2018 meeting

Following last minute cancellation by Iakopo Molotii from Tuvalu, it was agreed that in 2019, Tuvalu would have to make all bookings and deal with BWF for subsidies etc themselves to mitigate Badminton Oceania's risk. It was agreed to pursue Tuvalu Badminton for costs incurred with cancellation once Thai Airways have confirmed if there is any refund owing.

12: Badminton Australia

Loke Poh Wong advised that one of the recent Malaysian persons involved with the BWF Match Fixing ban is now residing in Australia and coaching players. Loke Poh was advised to seek advice from the BWF on this matter

13: Para Champs (Australian International and Oceania Champs)

Badminton Oceania have full responsibility for the finances of these events; this was agreed to as Badminton Australia would not take on the events without this undertaking and it was important that Oceania stages both a sanctioned event and Continental Championships in 2018. Marianne Loh from Badminton

Australia is doing a lot of work to secure funding from para agencies for the event in Australia.

Accommodation is booked. An AUD10,000 deposit is due to secure this. There is a 60 day full cancellation policy included with this and Badminton Oceania Office would ensure that this is managed. Players will need to book and pay for accommodation through Badminton Oceania. AUD20 pp/pn has been added to the cost of accommodation to assist with costs incurred by Badminton Oceania. Approval was given by the meeting to go ahead and pay the deposit for this.

Julie Carrel is to meet with Ian Wright to discuss any additional funding opportunities that may be available for this event. We have a guarantee of USD10,000 from the BWF for this event and looking for more at this stage.

14: Other Matters

Julie Carrel is currently in discussion with Badminton Asia re funding for Level 3 events in Oceania and further development opportunities/junior Olympic program for our players.

Glenn Cox asked if we could provide an update on what is happening in the Pacific Island regions. Johana Kou (NCL) advised that there is the possibility of a new 9 court facility being built in New Caledonia and they are looking for a more secure facility for their players to play in.

It was agreed that a summary on all Member Countries would be provided for the Executive Meeting from Nadia Bleaken and Robbie Thackham; including in the report sent to the Board.

Committee Chairs:

It was suggested that Nynette Sass is approached as Chair of Women in Badminton Committee. Julie Carrel to follow this up.

Technical Officials – Currently Peter Cocker. New elections for this committee due in October – the office will manage this process.

Events – Agreed that Loke Poh Wong to carry on in this role

Leody Vainikolo commented on the new Annual Report and that this year there were no individual Country Reports – she felt that countries like to see what everyone was doing. Julie Carrel advised that this year, all the information from the countries was co-opted into the reports on program areas.

It was agreed that all countries should send a copy of their Annual Report to Badminton Oceania each year. The office to follow up with each country to get this.

Geraldine thanked everyone for attending.

Meeting finished: 16:22pm

ACTIONS FROM 2018 POST-AGM EXECUTIVE BOARD MEETING:

Issue	Action	Responsibility
Executive Board Meetings	Dates to be looked at for year and advised to Executive Board	Secretary General / Office
Financial to end of March	To be completed and forwarded to Executive Board	Administration Manager
Budget	Secretary General to have this completed for Executive Board approval by early December	Secretary General
Feedback on Policy Documents	Policies to be sent to Executive Board and comments to be received to Glenn Cox by mid-June	Office / Executive Board Members
Tonga PSP Policies	Copy of these to be sent to Glenn Cox	Office / Nadia Bleaken
Annual General Meeting 2019	Feedback to be asked for from countries as to their preference of where this should be held	Secretary General / Office
Annual General Meeting 2019	Costing for China v Melbourne to be completed for next Executive Board Meeting	Administration Manager
Annual General Meeting 2018	Tuvalu to receive costs for cancelled flights etc	Secretary General / Administration Manager
Member Country Summaries	To be provided for each Executive Board Meeting	Office Staff
Annual Reports	Each country to be asked for a copy of their Annual Report	Administration Manager

EXECUTIVE BOARD – SUGGESTED MEETING DATES FOR 2018 (to be confirmed meeting prior)

July	Tuesday 10 th
September	Week of 10 th
November	Week of 12 th
February 2018	To be confirmed (ref AGM)