



**MINUTES**  
of the  
**BADMINTON OCEANIA CONFEDERATION**  
**EXECUTIVE COMMITTEE MEETING**  
held at Ellerslie International Motor Inn

**2:00pm on Sunday 24<sup>th</sup> July 2016**

**Present:** Geraldine Brown (GB), Julie Carrel (JC), Gail Eraio (GE), Nigel Skelt (NS), Johanna Kou (JK), Loke Poh Wong (LPW), Michael Alezrah (MA), Amanaki Fakakovikaetau (AF), Lynne Nixey (LN)

**Apologies:** Nil

Geraldine welcomed all to the meeting and noted that it was pleasing that we were able to get the Executive together after a successful Strategic Planning session in the morning.

**Confirmation of Minutes**

The minutes of the meeting held on Monday 30<sup>th</sup> of May were discussed

**Matters Arising**

Julie Carrel reported on the Action Items as follows:

Papua New Guinea – remains a work in progress. GB noted that it would be ideal if this could be finalised in time for the November BWF Council Meeting. JC advised that she was 95% confident that this could be achieved. Nadia Bleaken continues to work on this.

Solomon Islands – Another work in progress. Currently waiting for documentation to progress further

Budget re-forecast – this has not as yet been actioned. JC is now working on this for July/August. This has been held up as we are need to include funding received and expenses for our additional staff member

Exchange Rate Information – As reported outside of meetings this has been looked into and there is no point in proceeding with a USD account so we will not. Exchange rate fluctuations are an issue for all Continents. JC has made an application to the BWF for a 'top-up' of funding due to lower than budgeted NZ dollars being received due to fluctuations in the Exchange Rate. Awaiting confirmation from the BWF on this

Reserves Policy – Currently we have \$120,000 held in reserves and JC has looked into various reserve policies on-line. Standard reserves policies appears to be one year. GB considers it should be at least 18 months. JC & LN to look at Operating costs for 18 months and we will work towards a \$200,000 reserve amount.

Constitutional Review – this is an on-going process. Some items were considered in an earlier discussion and will be incorporated in the new constitution document.

Strategic Plan – this was presented in a Workshop in the morning. GB congratulated the staff on the work that had been done on this. Talem Waqa had been contracted to facilitate the strategic plan and would finalise this following the workshop.

Plans for Policy on financial assistance to Delegates/Executive Committee members to attend Badminton Oceania AGM's. This is currently being worked on.

Health and Safety – OSH Box has been contacted and a review is underway due to new NZ Health and Safety regulations. Badminton Oceania's main areas of concern re H & S relate to staff and players that we bring in for Player Camps. It is believed that there is a low level of exposure around our events held in NZ as OSH will be the responsibility of the host country and venue. As there were no other matters arising, the minutes were approved.

### **Office Move**

NS spoke to this. As we are increasing the size of the staff it was considered that it is now productive to move from our current premises. Main issue with current premises is lack of privacy for confidential discussions and no-where to be able to receive phone calls/SKYPE calls quietly. As LN is currently employed on a 50/50 share basis with Badminton NZ and JC is still contracted to Badminton NZ for major events, it was considered acceptable to share the new premises with Badminton NZ. Another office is available and NS commented that given the size of the staff now, the move is essential. All members of the Executive were in agreement.

JC reported on a new office which we have secured and hope to move into in the next few weeks. It is very close to the current office, has one closed in office and a large open space area. It also has a small meeting room. Badminton Oceania will be responsible for the lease and will sub-lease to two existing tenants and Badminton NZ. Julie is currently getting all documentation arranged.

### **Finances**

Report tabled on finances to end of June 2016. JC advised that there are no red flags in the finances and all is going well with these. More applications are being made to the BWF for Women in Badminton / Marketing and Para programs.

### **Half Yearly Reporting**

Still having issues with getting relevant data from MA's to enable reporting to the BWF. Bottom line is that if we do not receive data we cannot report. If we cannot report then we receive no funding from the BWF. No funding from the BWF for us = no funding for the MA's. Shuttle Time figures are really important.

A copy of the half-yearly report has been set to all Board Members. Once BWF approves the report and agrees with our figures we will receive the 2<sup>nd</sup> half of our funding for 2016

There is a BWF Continental Workshop being held in KL in September where the BWF will present their operational plan for 2017. Our operational plan is due in November with approval received in December for payment in January

### **Women in Badminton**

Previously Women in Badminton funds were for specific projects – Oceania held the Managers Course and profiled women within the region on our website. WIB Funding will now be integrated within existing programs – eg women attending courses that are already arranged. Coaching in Oceania in WIB is where we will push for funds. We currently have 3 women on a L1 course being held in NZ.

### **Para Badminton**

A workshop was held in Australia in March. Badminton Oceania are now looking for country plans and goals with a view towards Tokyo in 2020. Country plans will then be co-ordinated into Oceania plans. We are looking to hold Oceania Para Champs in WA (Perth) in 2018.

### **Marketing**

Base funding was utilised for live streaming the Oceania Champs and Tahiti International. Oceania are also looking to fund 7 x Television slots in Tonga.

An upgrade to our website is planned for this year - JC to apply for additional marketing funding for this cost

### **Coaching and Development Manager**

Robbie Thackham has been appointed to this role and commences employment on 8<sup>th</sup> August.

Robbie is committed to coach the NZ Team at the Pan Pacific Championships and the World Junior Championships in November. Oceania has Approval from Australia that they are comfortable with this situation

Robbie's prime areas of responsibility will be Player Development, Coach Education and Para. Nadia's prime areas of responsibility will be Shuttle Time, PSP and new members.

Information is to be sent out to remind MA's who does what and who they should be contacting. We are no longer a one person operation and all queries should not go to the same person.

There will be an Oceania team entered for the Pan Pacific Champs to be held in Melbourne. There will be 3 players from New Caledonia, 2 from Guam and 3 from Tahiti. At this stage Leo Cucuel is appointed as Coach – provided he is able to be released by Tahiti. Robbie Thackham will offer assistance to Leo when he is not coaching NZ.

### **General Business**

Rio Olympic Games. JC explained the qualifying process and how places are allocated to continents.

Tripartite spots are also available and must be applied for. This will be an area for Robbie to follow up for the future.

Oceania has an allocation of tickets for badminton. These will be offered to Australia for parents of their players.

#### **Sudirman Cup**

LPW presented re the 2017 Sudirman Cup. The BWF AGM will be held during the Sudirman Cup and as previously advised, the Oceania SGM and AGM will be held on Wednesday 17<sup>th</sup> May during the event.

We need to have as many Oceania countries represented as possible. Teams must have a minimum of 2 men and 2 women and players must have citizenship. Teams will be seeded to ensure that countries will be playing other countries of like-abilities.

AF sought clarification regarding Para Badminton. Lauti from Tonga attended the Para Workshop and Oceania are now awaiting a plan from Tonga regarding 'where to from here'. Cook Islands has submitted a plan – however, they currently have no Para-athletes.

JK advised there was an upcoming board election for New Caledonia Badminton. This will involve a President and a minimum of 4 and up to 12 board members.

Meeting Closed 15:11pm

Approved as a True and Correct Record of the Meeting:

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Geraldine Brown (President)

Date: \_\_\_\_\_