



MINUTES
of the
BADMINTON OCEANIA CONFEDERATION
EXECUTIVE COMMITTEE MEETING
held via SKYPE

7:00pm on Monday 30th May 2016

Present: Geraldine Brown (GB), Julie Carrel (JC), Gail Eraio (GE), Nigel Skelt (NS), Michelle Hollands (MH), Loke Poh Wong (LPW), Lynne Nixey (LN)

Apologies: Amanaki Fakakovikaetau

Geraldine welcomed all to the meeting and noted that Michael Alezrah (Tahiti) was not in attendance. Julie Carrel to follow this up with Michael.

COO Report: As tabled.

MH queried if we were going to see any progress on the membership of Papua New Guinea. JC and Nadia Bleaken had connected with a new contact from PNG NOC during the ONOC conference and felt that this will happen – Nadia is following this up.

MH offered congratulations on the Women in Badminton and Player profiles that were currently available on the Oceania website. GB advised that there had been good feedback from the BWF regarding these profiles.

GB advised that there is a potential change from the name 'Women in Badminton' to 'Equity' committee. This is currently in limbo but is under discussion at the BWF.

JC and GE attended the Women in Badminton strategic meeting held in conjunction with the Member Forums/BWF AGM in China.

Finances: As tabled.

MH asked if there would be a re-forecast of budget for the rest of the financial year due to the difference in exchange rate. JC advised that she would like to do this. We are currently under-budget for expenses which is helping offset the decrease in income due to the exchange rate issue. Mid-year there will be an opportunity to apply for top-up funding from the BWF. We are one of only three confederations able to access this funding as we have completed all BWF requirements. JC will look to access fund to offset exchange rate losses.

MH queried if we should buy forward USD? As we are spending in NZD, there was a thought that this might not be worth it. JC will look into this and LN will check with Western Union who we pay our overseas accounts with. NS and LPW to see if they can get some advice re buy forward and pass this back to JC. JC to consider if it is better in the future to do our budgets in USD? GB queried if it was a consideration to open a USD account

LPW noted that our finances are looking quite good and we are in a solid position – NS agreed.

Discussion was held regarding our reserves. NS recommended that it was felt that we needed a 2 year cycle of reserves – preferably around NZD200,000. This would need to be written into current policy as this currently states that there should be NZD100,000 held in reserves (currently we have NZD120,000). JC & LN to look at calculating how much we would require to cover 2 years of overheads and work on a policy recommendation including operating base level figures on an annual basis.

Constitutional Review:

BWF have come out with a template and recommendation for a constitution. JC has engaged someone to work on merging our constitution with the BWF template. Once done, this will be forwarded to the constitutional review committee for further work and discussion.

It was noted that Clause 18 needs to be discussed and there is some clarification required there. After a review of our current constitution it was noted that there is not a lot of things that were wrong with it. JC had sent suggested amendments to MH.

The intent from the BWF is that all continents will work from the same template. Everyone is to have the same basic constitution. GB suggested that we could have a constitution and then an additional set of 'rules' that sit outside the constitution as per the Australian model.

JC to try and work Oceania constitution into the BWF template and then distribute for comments. No timeline on this at present but could align well with the strategic plan review.

Strategic Plan:

JC has engaged the services of Talamo Waqa (Fiji) to develop a strategic plan for Oceania as he has experience in this area doing work for OFSO and ONOC. He will initially meet with the Oceania staff on 22-23 June for their input and then it is suggested that a meeting of all the Executive be held. BWF have approved funding of USD12,500 for the services of Talamo and associated costs (including Executive travel).

It was suggested that the meeting with the Executive could also be used to discuss the amended constitution suggestions.

Dates to be confirmed. Last weekend in July? Potentially one full day in Auckland either arrive Friday/depart Sunday or Sunday to Monday. JC to put suggested dates together and everyone to advise when they are available. If not July then next available time would be September due to Olympics. Follow-up – July 24th has been confirmed and all Executive members have been advised to confirm attendance so travel and accommodation can be booked

AGM 2017

NS spoke to the preference of the BWF to have the AGM's of the Continental Confederations (CC's) prior to the BWF AGM being held in Gold Coast next year. It was suggested that the CC's hold their AGM's on the Thursday prior to the BWF conference. The operational meeting that OBC held in China this year was well received by those who attended and the BWF

LPW stated his preference for the Oceania AGM to be held on the Wednesday prior to the BWF AGM given the pressures of organising the event for Australia. Oceania would potentially have to cover one nights accommodation for those attending. It was noted that BWF only fund delegates to the BWF AGM and Oceania would have to cover the Executive Committees costs (unless they were also a country delegate).

Discussion was held regarding the costs of this suggestion. It was felt that while the BWF AGM was held in the Gold Coast that this would be cost effective, however if the BWF AGM was to be held in Europe this would have a prohibitive effect on the cost of the AGM for Oceania.

It was suggested that we trial the recommendation for next year and thereafter make a decision year by year on where the Oceania AGM will be held – dependent on where the BWF AGM will be located. Best financial decision is then to be made for the confederation.

Recommendation – 2017 AGM is to be held on the Wednesday prior to the BWF AGM in the Gold Coast. BWF will cover accommodation and travel for delegates to the BWF AGM for Wed / Thu/ Fri & Sat nights.

Discussion is on-going by the BWF as to whether they will fund Continental Staff Members travel to attend the BWF AGM Members Forums.

JC to provide a draft for policy on what costs Oceania Badminton will cover for delegates and Executive Committee members to attend AGM's.

General Business

GB recommended that there should be a change of title for JC from Chief Operating Officer to Secretary General to fall in with other CC's and the BWF. MH suggested this should be amended to Secretary General/CEO as in everyday business there was not a lot of understanding of the term Secretary General. The meeting was in agreement and this should be covered in the constitution review.

MH – as Oceania is an Incorporated Society in New Zealand we need to check our policies to ensure we are fully compliant with the new Health and Safety regulations. JC to check that we are covered and clarify policies required for this.

There was a discussion regarding comments from NZ regarding the function of BOC which had filtered through to GB. GB asked MH and NS to clarify these as there was a level of concern about them.

Meeting Closed – 8:11pm

Action Items from Meeting

Item	To be Actioned by
Papua New Guinea Membership	Julie Carrel
Re-forecast of budget / funding from BWF to offset exchange rate issues	Julie Carrel
Exchange rate issues / buy forward of USD?? To be investigated by several Exec Committee members	Julie Carrel / Nigel Skelt / Loke Poh Wong
Reserves policy – calculate requirements for two years	Julie Carrel / Lynne Nixey
Constitutional Review	Julie Carrel
Strategic Plan – work on new plan and disseminate to Executive Committee and work on weekend for review of plan	Julie Carrel
Policy on Oceania financial assistance to Delegates / Executive Committee members to attend OBC AGM's	Julie Carrel/Lynne Nixey
Health and Safety Policies – what do we require?	Julie Carrel