

MINUTES
of the
BADMINTON OCEANIA CONFEDERATION
EXECUTIVE BOARD MEETING
held via Zoom
7:30pm on Wednesday 28th April 2021

Present: Geraldine Brown, Nigel Skelt, Loke Poh Wong, Glenn Cox, Johanna Kou, Ngaoa Ranginui, Karyn Gibson. Secretary General – Julie Carrel. Minute taker – Lynne Nixey

Apologies: Nil

Meeting commenced at 7:30pm.

Geraldine welcomed all to the Meeting.

Confirmation of Minutes

The minutes of the meeting held 03rd February 2021 and 10th March 2021 were approved via email.

Matters Arising

Nil

Correspondence

Report presented of all correspondence sent to Executive Board between meetings

Items approved via email between meetings

- Minutes of Executive Board meeting held 15.02.2021
- Updates to constitution to be presented to AGM 01.03.2021
- 2020 Audited accounts 23.03.2021
- Minutes of Executive Board meeting held 10.03.2021

Staff were congratulated on the presentation of the Annual Report and the online presentations for the Annual General Meeting.

Secretary General's Report

Report Received

BWF

If any Executive Board members wish to attend the BWF AGM as an observer for Badminton Oceania, to advise Lynne

Discussion regarding the possibility of the new scoring system was held. At the Presidents meeting our members will be encouraged to consult with their players before committing to voting either way.

Strategic Priorities and Operational Plan

Inter-active PDF produced – has been circulated to BWF. This enables a clearer presentation of our priorities and plans.

BWF MA Grants

Most of our members met the 31 March deadline for reporting to the BWF. Most of our members have applied for extensions and concerns were raised regarding the ability of some of our members to meet



the extended deadlines. It is anticipated that approx. 25% of our Members will not be eligible for a 2021 MA grant due to requirements not being met

MA Updates

Issue in Fiji regarding equipment (net posts and umpire chairs) that has been provided by BOC and has arrived in Fiji, around the ability to arrange storage for this equipment. Advice was given in November that the equipment was being despatched, but no solution has yet been found for the storage. Equipment is currently being stored at a temporary venue where it will not be utilised. Fiji is confident that the equipment will eventually be relocated to Vodafone Arena, where it was intended to be used, negotiations with the Sports Council are taking some time. Fiji is now in 14-day lockdown so solution will not be enabled until after this time at least. KG advised that due to the current situation, I would not see an international tournament in Fiji happening until at least 2023. JC advised that BOC would not in future ship any equipment to Fiji prior to storage being confirmed

Papua New Guinea is in lockdown. Government has taken over all the indoor venues for a year to use for hospitals. Badminton is continuing in outdoor locations (AirBadminton). TEAM Up is still committed to the program being undertaken in Papua New Guinea.

We have staff in both Papua New Guinea and Fiji – both of whom are currently experiencing lockdowns. We are connecting regularly with these staff to check they are safe and well. We are encouraging these staff members to work virtually to both connect with others and upskill themselves, as well as focus on future planning.

Cook Islands players are currently in NZ training – 8 players. Training is also being undertaken for their coaches and administrators including Foundation Coach Course, Tournament Software training and establishing a COK badminton website. It is pleasing to see that these players appear to have benefitted from the Strength and Conditioning training that they have been doing as part of our player development programme

Events

Discussions have been held with Badminton Australia and the BWF with regards to the two Grade 3 tournaments being held in Australia in September. At this stage it looks unlikely that these will be held as BWF sanctioned events as the Australian border will not open to enough countries to fulfil the requirements of a BWF International event. It is possible the tournaments will go ahead but not as BWF sanctioned events.

Oceania Championships 2022 – were discussed with plans still fluid, the intention is to hold these at North Harbour in NZ which is where the 2021 tournament was to be. A discussion was held regarding the number of countries who are both eligible to enter NZ and who actually enter the tournament for us to propose to the BWF for their approval to go ahead. The SG to lodge the sanction application next month with the final decision on numbers not required until later in the year.

TEAM Up

Our financial policy has now also been approved and we have been sent a contract for signing. Contract is from 01 January this year so this will enable us to recoup our management fees and staff fees that we had budgeted but as yet have been unable to access. Currently reviewing the program design and outcomes due to the situation in Papua New Guinea. Co-Design fees have been received and once the contract is signed, we will be able to access the remaining funds.



Committees

All committees are in place and all have held meetings.

The Committee Terms of Reference document needs approval as these have been updated to include the Para badminton representative on the Athletes Commission.

Approved by Consensus

NZ/Cook Islands Coach Issue

This has raised internal discussions on where responsibilities lie for reporting any issues. Agreed that if Members have an issue with anyone and they are aware that Badminton Oceania has dealings with that person then they should be advising BOC of this issue (and vice-versa) when it is brought to their attention – not several months after.

With this particular issue Badminton Oceania had done due diligence and undertaken a police check on the person prior to them doing work for us. This case came to the notice of NZ in September and Badminton Oceania was not made aware of this until March. The SG reported the situation to GB (President) and COK Badminton at this time.

Presidents Meeting

Will be held on Wednesday 5th May to prepare the Presidents for the BOC and the BWF AGM. A BWF representative will be at this meeting to answer any questions on the BWF AGM.

Member Constitutions

It is a requirement of our constitution that we receive a copy of our members constitutions and their annual accounts. This will be brought up at the Presidents meeting as we are missing these for many of our members. Requested that the office follows up of those we do not have.

Financial Report

Final audited accounts produced a surplus of \$139,853, which is more than previously advised. As per our policy, \$70,000 (50%) has been added to our Reserve Funds. Previously we had agreed to put aside \$20,000 for court mats and \$20,000 for a future Para tournament in the Pacific however due to the increased surplus it is recommended we put aside an additional \$20,000 for prizemoney at Oceania Championships – breakdown etc to be received from the Events Committee. A discussion was held which also included the Oceania Tour (currently on hold). Suggest the Athletes Commission is consulted as to the higher priority – Oceania Championships prizemoney or Oceania Tour prizemoney.

Agreed that surplus funds should be held as follows:

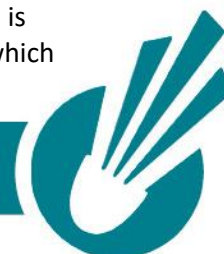
- \$70,000 to be added to reserve funds
- \$20,000 to be held for purchase of court mats
- \$20,000 to be held for future Para event in the Pacific
- \$20,000 to be held for Oceania Championships prizemoney

These amounts to be held in separate funds from general account.

Agreed by consensus

End of Q1 accounts were presented. No questions raised on these.

Office tenant – Umbrella Group has given notice; their tenancy finishes on 09th May. BOC Office is dealing with the exit of the tenant which is partially completed. Currently owe 2 months' rent which



may be less than what it would cost for legal action to retrieve this amount. Suggestion made to look at the Small Claims court if they do not pay the outstanding rent. A replacement tenant to be sought.

BWF AGM

It is important that BOC members attend the BWF AGM

There will be webinars held to go through the voting process etc prior to the meeting, which Members should attend. The President's meeting will also give an overview of the meeting

BOC AGM

May 8th – 12 noon NZT. All board members and staff should attend in uniform.

Currently 34 registered to attend, there will be a BWF representative present.

Format of meeting will be similar to BWF. There will be very few presentations as it will be assumed that everyone attending will have viewed the online presentations and read any documents presented.

Questions should be received in advance and we will be using a Zoom online voting process.

Policies

Child and Vulnerable Adult Safeguarding Policy – has been signed off by Australian Government for the TEAM Up process and now require the board to confirm the policy. Policy gives clear and concise guidelines on how to report any issues.

Appendix to the policy is the Code of Conduct for Coach, Manager, Contractor, and Image consent form.

All members should be aware that you are unable to publish a picture of a child without their permission. This is included on BOC entry forms and BWF event regulations.

It is intended to work with all MA's on their own safeguarding policies. Template to assist them with this is to be produced.

BOC Child and Vulnerable Adult Safeguarding Policy and appendixes – to be adopted as written

Approved by consensus

Code of Conduct for Players has been re-written and is to be used in conjunction with MA regulations for players who are travelling to participate in BOC-led events (e.g. Player Development Camps)

Approved by consensus

Financial Policy – is as per the previous Financial policy but with the added paragraph with regards to Procurement and Anti-Terrorism.

Approved by consensus

Staff Review and Remuneration Policy – updated to amend dates of review for Secretary General.

Approved by consensus

Re-vetting of BOC staff currently being undertaken. Not considered that the Executive Board need to be police vetted.



Executive Board Meeting

Dates for potential face-to-face meeting are set at 26-28 November. Meeting will be in NZ and we will confirm this later in the year. Meeting may be a hybrid meeting (in person and virtual) for those who cannot attend.

General Business

EB went into committee 20:55pm

EB came out of committee 20:57pm

World Junior Championships – NZ. Currently looking at October/November 2024

Next Meeting

Wednesday 21st July 2021

Meeting closed 21:02pm

