

**MINUTES
of the
BADMINTON OCEANIA CONFEDERATION
EXECUTIVE BOARD MEETING
held via Zoom
7:30pm (NZT) on Thursday 09th March 2023**

Present: Loke Poh Wong, Nigel Skelt, Geraldine Brown, Glenn Cox, Johanna Kou, Ngaoa Ranginui
Secretary General – Julie Carrel.

Apologies: Karyn Gibson

Meeting commenced at 7:30pm

Loke Poh welcomed everyone to the meeting.

Check In

All Executive Board members provided an update on what they have been doing outside of badminton

Conflict Register – anything new?

Conflict register has been sent to all EB members.

Loke Poh Wong – now a contractor to company (Australian Badminton League) who runs the Australian Open (Not BA)

Management Reporting

Report received

BWF 2022 reporting been submitted. BWF 2023 plans approved, and first half of year payments received.

New staff member – Lachlan Greensill appointed – Operations Assistant

Marketing and Communications – this role has been re-advertised as there were no suitable applicants when first advertised. Second round of applications close 22 March.

MA Capacity Building workshop was held in December 2022.

Oceania Champs – despite to the challenge of having to find a new venue at short notice then the issues faced by the cyclone which hit Auckland, the Championships were completed without any major incidences

Northern Marianas International tournaments – the prospectuses have been released

North Harbour International has been cancelled this year. This means no international tournaments to be held in NZ this year aside from the Oceania Championships

Recommendation from the Secretary General for a change to the clothing regulations in the Oceania Grade 3 tournament and Oceania Championships regulations as follows:



For International Series and International Challenge tournaments including the Oceania Championships:

From Quarter Finals onwards GCR21 regarding clothing will apply:

1. In Singles matches, opposing players must wear significantly different coloured clothing
2. In doubles matches, both players must wear the same colour clothing and opposing pairs must wear significantly different coloured clothing.

***Moved – Geraldine Brown Seconded – Nigel Skelt
Carried***

Heather Robson Award. Selection panel for this will be Julie Carrel, Loke Poh Wong and Geraldine Brown.

An Insurance claim has been lodged with Insurers re damaged equipment that had been stored at Badminton North Harbour to be used at the Oceania Championships

Finances

Finance report circulated

As per financial policy - 50% of any surplus goes to Reserves.

Once audited accounts are received then we can confirm \$30,000 to our main Reserves account. In addition to this, \$15,000 be placed in Special Projects fund - provided there is no significant change as a result of the audit.

Budget for 2023. The Secretary General presented a budget with a surplus of \$8,790.

Budget was approved and adopted.

Financial Accounts for 2022 as presented were approved

***Moved Nigel Skelt Seconded Glenn Cox
Approved***

Policy Reviews – timelines and procedures

TEAM UP required some changes to our current policies plus two new policies. These changes have been made and submitted to TEAM UP as a draft prior to this meeting, awaiting approval from our EB, once this is done, they will be submitted to TEAM UP for final approval from their legal team. .

EB approved policies as tabled:

BOC Child and Vulnerable Adult Safeguarding Policy Procedures

BOC Financial Policies

BOC Financial Procedures

BOC Environment and Sustainability Policy – New policy

BOC Gender Equity Disability and Social Inclusion Policy – New policy

***Moved Glenn Cox Seconded Nigel Skelt
Approved***



Policies that are due for review this year:

Staff Review and Remuneration
TO's Clothing Policy
Delegated Authorities Policy
COVID Policy

A discussion was had with regards to policies, as to whether we pay a consultant to assist in this area or continue to do in-house. Julie has had an indication of how much this would cost and at this stage we do not believe that this is a spend which we can justify or accommodate in our current budget

It was agreed that the SG would schedule a time for a small group to review the policies up for review in 2023 and look at proposed new policies:

Staff Drug and Alcohol Policy
Complaints Policy

To be undertaken before the AGM by Nigel, Glenn, Julie, Geraldine and Loke Poh.

BWF VP and Council Meetings

There was a discussion held regarding the sharing of information both ahead of and post BWF meetings as well as the role of the VP

It was felt that a meeting facilitated by BWF which includes both the VP's and Secretary Generals of the CC's would have some benefit

There is a VP meeting coming up in March – Geraldine has not yet received an agenda for this meeting.

Our VP positions is up for election at our AGM this year. When the nominations close, the BWF will undertake a vetting process of the nominees as per their policy, to be completed prior to our AGM

The Badminton Australia proposal to the BWF AGM was discussed which BOC is in support of as the more positions we can have on the BWF Council the better it is for us. We have seconded this proposal. It was requested that Geraldine discusses this at VP meeting with the other VPs. BA to contact MAs to push their case to get this remit passed.

Annual General Meeting

Thursday 25th May 2023

EB Meeting to be held in the morning commencing 09:30am
Lunch at 1pm, including the MA delegates in KL

AGM to commence 2pm

It was felt that this day was an ideal time do a presentation regarding the BA remit to the other VP's / BWF President and Deputy President. To be presented by Badminton Australia. Julie to follow up on this regarding a suitable time.



In the first week of May, we will hold a Presidents Meeting to “prepare for the BOC and BWF AGM’s”. The nominees for the position of Vice President BWF – Oceania to speak and Badminton Australia to speak re their proposal. Any other proposals or BOC/BWF AGM information to be discussed including the voting process for BOC AGM.

OSFO Merit Award Nominations

Nominations have been called for – we have no recommendations

Badminton Fiji Follow Up

Nothing has been received by Fiji following the last Executive Board meeting when Karyn advised that Badminton Fiji had concerns regarding communication from BOC but was reluctant to provide any specific examples of this to the meeting.

Loke Poh to formally contact Karyn regarding this and to copy all members of the Executive Board into his correspondence

Ratification of Recommendation from BOTOC

Recommendation from BOTOC that Sandra David be elevated to Oceania Certificated Referee level following an assessment process

Moved Geraldine Brown

*Seconded Johanna Kou
Approved*

Confirmation of Minutes

The minutes of the meeting held 10th October 2022 were approved via email.

Matters Arising

Fiji Issue as previously discussed

Items approved via email between meetings

- 2023 AGM Date of 25th May (Approved November 2022)
- Ratification of BOTOC recommendations for Oceania Technical Officials (Umpires and Line Judge) assessments (Approved 24 November 2022)
- Ratification of BOTOC Members for 2023-2024 (Approved 23 December 2022)
- BA proposal to the BWF AGM – request for BOC to second (Approved 02 March 2023)

General

BNZ to present re WJC 2024 at the BWF Forum.

Nigel requested that BOC to be included in this and may have a request to utilise staff during the Forum to assist with presenting / distributing promotional material. Julie advised that the presentation should come from BNZ as it is their event although it will be held in the Oceania region.

Next Meeting: Thursday 27th April 2023

To discuss proposals for BWF AGM / BOC AGM and Quarterly Finances

Meeting closed: 9:09pm



Minutes Approved by Executive Board via email –

Signed: 

Name: Loke Poh Wong, President

