

**MINUTES
of the
BADMINTON OCEANIA CONFEDERATION
EXECUTIVE BOARD MEETING
held online
7:30pm (NZT) on Tuesday 9th December 2025**

Present: Loke Poh Wong (LPW), Glenn Cox (GC), Johanna Kou (JK), David Carrington (DC), Sandra Low (SL), Merlie Tolentino (MT)
Secretary General – Julie Carrel (JC).

Apologies: None

Conflict Register

No new declarations for the conflict register from the forms submitted by all EB Members in June

Minutes of meeting held 15th July 2025

Approved via email.

Matters arising from the Minutes.

No matters arising

Information sent between meetings.

List of emails sent to Executive Board between meetings presented.

Approved:

- Brian Lubao (NMP) as Pacific Accredited Umpire
- Loan to BPNG to cover accommodation costs at the OPBC and APBI in Bendigo
- Term deposit renewal – 6 months, 3.2%
- Engagement of Hamer Pinning Ltd as BOC's Insurance Brokers
- Oceania Line Judges:
- Thiet Hoang (AUS), Haranath Pindiprolu (AUS), Veerendra Pavate (AUS), Girish Tripunitura (AUS), Vanessa Law (AUS), Steven Goh (AUS), Sherry Chen (AUS), Maggie Linh Duff (AUS), Leila Shahbazi (AUS), Ming Zhao - Steven (AUS), Soundappan (AUS), Betty Wanxin Liang (AUS), Danya Zhu (AUS), Tracey Jiang (NZL), Apple Chen (NZL) as Oceania Line Judges
- Gritto Augustine (NZL), Suyan (Michael) Liu (NZL), Lily Butrose (AUS), Casim (AUS), Paul Garvey (AUS), Jean Aldo Auleebux (AUS) as Oceania Accredited Umpires
- Updated Oceania Grade 3 tournament regulations

Funding Applications Resolutions Approved:

- Milestone Foundation – Oceania Championships venue hire - \$10,000 - declined
- Lion Foundation – u17 training camp - \$5,525
- NZCT – Oceania Championships venue hire - \$10,000

Policy Update

DC gave an overview of the work he has been doing reviewing and updating the following policies:

- Child and Vulnerable Adult Safeguarding Policy and Procedures
- Financial Policy and Procedures



- Staff Review and Remuneration Policy

A short discussion was had on each policy with agreement that

DC to meet with LPW and JC to tidy up and finalise

David to review what policies are no longer required and what gaps (if any) we have

Points to note:

- A gifting register to be kept by the office, applies to staff and Executive Board
- Procurement processes to have some added requirements
- The Safeguarding policy scope has been revised to be more clear
- Cyber bullying to be included in the Safeguarding policy
- Third party vendors as well as staff and volunteers to be police checked
- Mandatory police notification where there is an immediate risk of harm to children
- A Whistleblower policy to be established
- A policy review calendar to be established

Agreed by Consensus

Risk Register

DC gave an update on the work he has done, making the register more relevant to a sporting organisation.

- *The next step is for DC and JC to work through*
- *An independent session to an EB meeting on the risk register consequences*

Management Reporting

Report from the Secretary General was tabled.

The following was agreed and approved:

- Simon Lin (NZL), Ravi Nandan (AUS) approved as Oceania Certificated Umpires
- The ratification of Technical Officials qualifications can now be approved, upon recommendation from the Training and Assessment Panel by the Secretary General
- Approved for Grade 3 hosts to charge different levels of entry fees to Oceania Players than those charged to players from other CC's
- The level of insurance cover for material damage to be:
 - BOC Office - \$40,000
 - Anywhere in NZL - \$15,000
 - Anywhere in AUS - \$15,000
- GC raised if we should have Cyber Cover.
 - *GC to send details of Badminton North Harbour's cover to JC, JC to contact the Insurance Broker*
- BOC to implement our own Service Awards to recognise a length of service to BOC –
 - *JC to draft a Terms of Reference and distribute*
- A discussion was held regarding administration assistance for the office
 - *JC to look at decreasing the hours for accounts and recruiting a 10hr/week administration person, in 2026*
- Approval was given for Lynne Nixey to provide continued financial support until 30 June 2026



- JC updated the EB on the situation regarding a competition which has been set up in Rarotonga by an Association in NZ which appears to be in opposition to the Oceania Masters in Paradise which is being held in Saipan July 2026. JC has written to BNZ as one of their Board members is the President of the Association promoting this event, this could impact on support for NZL players to Saipan in the future. We have also discussed this situation with Cook Islands Badminton.

Report received by Executive Board

Approved by Consensus

Management Reporting – Finances

Financial Report received.

- Badminton PNG have not been able to repay the funds due to BOC – NZD11,500 due to promised sponsorship funds not being received. They also owe BOC and BA entry fees. BOC will pay the outstanding entry fees to BA so they are not out of pocket. In total approx. NZD\$15,000 owing. This situation was discussed. Agreed that BOC will continue to support Laurel through the Team Up programme and in her admin role for BPNG however we will not provide any programme/activity until the debt is addressed. BOC to ask BPNG for a repayment plan

- *JC to write to BPNG to advise the above and request the repayment plan*

Report received by Executive Board

Approved by consensus

BWF Council Update

- LPW gave an update from the BWF Council meeting in November. The key decisions have previously been circulated
- Of most importance to BOC is the request from Northern Marianas Badminton Association (NMBA) to BWF around gaining full BWF membership status as currently they are an Associate member and are not aligned with any NOC (they are not covered by the USOC). BWF have responded to NMBA saying they are unable to assist unless there is a constitution change. BOC will continue to advocate for NMBA at Council level to try to get some resolution on this matter. MT advised the NM Sports Association will continue to work on gaining IOC membership

2026 AGM

- Agreed the 2026 AGM will be on-line – Saturday 28th March 2pm NZT

Approved by consensus

- The office to confirm an on-line voting system
- JC advised that we have booked a meeting room the day prior to the BWF Member Forum for any of our Members who travel to Denmark to the BWF AGM to meet
- JC will be attending the BWF AGM, LPW will be attending as he is a BWF Council member

General Business

MT advised NMBA have had the land approved for a venue to be build

Next Meeting – Tuesday 24 February – 7.30pm NZT

Meeting closed: 9.11pm NZT





Minutes Approved by Executive Board via email:

Signed:

A handwritten signature in black ink that appears to read "Poh Wong".

Name: Loke Poh Wong, President

