

**MINUTES
of the
BADMINTON OCEANIA CONFEDERATION
EXECUTIVE BOARD MEETING
held online
7:30pm (NZT) on Thursday 8th April 2026**

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

Apologies: None

Conflict Register

Members were reminded to review and update the Conflict of Interest Register in the share file as this document is required for audit purposes.

DC advised he has joined the Board of Badminton Australia – *JC to add to the COI register*

Minutes of meeting held 19th March 2026

- Approved via email.
- Amendment: The meeting closing time in the minutes was identified as incorrect (should be 20:30, not 18:30). *JC to correct*

Matters arising from the Minutes.

None

Information sent between meetings.

List of emails sent to Executive Board between meetings presented.

- No items were approved by email between meeting

Management Reporting

- Julie's report was tabled with important points discussed
- Staffing – Accounts & Administration role (BWF-funded): Applications closed with 200+ applicants; shortlist of up to 5. Hoping to appoint early May
- CCHR - Initial discussions with BWF underway regarding 2027 and beyond
- External funding (Play for Equity): Kiribati and Tuvalu confirmed small grants (10 & 15k). Members encouraged to pursue in-country funding opportunities.
- Oceania Championships communications/social media metrics shared for information. These metrics assist with future sponsor/funder discussions.
- BWF has agreed an additional USD 5,000 tournament grant
- Service Awards – a draft criteria and nomination form was circulated. These awards are to recognise service benefitting the Oceania region, as opposed to one MA. *The draft with one minor amendment was approved – JC to amend and distribute the final version*

Finances

- The PNG debt was discussed.
JC to set up a meeting between JC/DC and Badminton PNH early May



- Julie advised BWF funding tranche 2 was received into the USD account yesterday; due to exchange rate timing, an estimated NZD 8,000 currency loss would be reflected in our accounts if these funds were converted into NZD today. We will hold the funds in the USD account for the time being and monitor exchange rates before conversion.
- A discussion was held regarding our level of reserves – we have sufficient funds in reserves (term deposits) according to our Reserves Policy; and our term deposits which are falling due in April and May. It was decided:
 - To increase the Reserves Continuity Fund from \$413,123 to \$425,000
 - To increase the Restricted Reserves Fund from \$108,869 to \$115,000
 - The term of the term deposits to be 6 months – as at today with is a rate of 3.45%
- The low interest rate our Savings account receives was discussed. WY suggested we look to put some of these funds across several term deposits with varying terms to ensure we do not run short of available cash.
JC to look at cashflow and come back with a proposal.

BWF Council Update

- LP gave a brief update on the upcoming BWF AGM including the Council proposal to change the scoring system to 3 x 15 points. LP made it clear that each MA from Oceania needs to make their own decision as to which way they will vote – currently only 3 voting members attending

BOC Strategic Risk Framework

- DC gave an update on the work he has been doing on this, in conjunction with JC
There is still one strategic risk to be worked through before the document is complete
DC & JC to arrange a time to complete this
- It was agreed, going forward that at each meeting the full EB looks at one strategic risk, to understand where the risk sits, is there is anything we are doing that isn't captured or if there is anything we want to capture to help mitigate the risk.

Badminton Waitakere Complaint

- An email complaint from Badminton Waitakere in NZL was received regarding bullying by BOC; all EB members were copied into it by Badminton Waitakere. The official complaints process was not followed
Agreed that DC would respond on behalf of the EB

Next Meeting

- Wednesday 8th July – 7.30pm NZT

Meeting closed: 20:50

Minutes Approved by Executive Board via email:

Signed:



Name: Loke Poh Wong, President

