



WAIKATO BADMINTON

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WAIKATO BADMINTON ASSOCIATION (Inc)

Board meeting held 12 April 2021 at 7pm held at Urban Print, 59 Mahana Rd, Te Rapa

PRESENT: Stu Morgan (President), Rupinder Virk, Carol Leydon-Davis, Kenneth Yew, Graham Roberts, Luke Lee, Meera Bala, Susannah Leydon-Davis, Marianne Loh (CEO), Loloma Foster (Financial Controller), Alicia Urlich (Patron).

WELCOME: Stu Morgan welcomed the Board members and thanked Luke Lee for hosting the meeting.

APOLOGIES : Were received from Dominic Buckell, Julie Bryan.

MINUTES: Moved K Yew/L Lee THAT the minutes of the Board meeting held on 19 February 2021 as distributed are a true and correct record. CARRIED

MATTERS ARISING:

- First aid kits still to be checked for restocking.

CEO REPORT:

- Coaching and Development:
 - All rep teams have been announced.
 - Kenneth Yew is being supported by Badminton NZ in a coach leadership role in a Northern Region Junior Development perspective and in Para-Badminton, which may enable him to be nominated to represent NZ at the Paralympics should Corrie Robinson qualify.
 - Community coaches are required to meet the demand of programs. To identify coach prospects both M Loh and M Bramley are actively searching for suitable persons.
 - Existing coaches need to be provided more opportunities to develop and be upskilled by T Hallam, which will also raise the quality of programs.
 - Although combined teams for NZ Junior Team Championships are permitted in the BNZ by-laws, M Loh and Bay of Plenty Association representatives have been in discussion to ensure there are policies and processes in place for both Associations to select players fairly and provide logistical information for families in preparation for training and the tournament. These processes may not be realised until 2022 therefore both Associations have agreed to submit their own teams in the meantime.
- Programs & Events:
 - Singles Ladder and Business Challenge have good entries.
 - Waikato Open was a first BNZ sanctioned event for M Bramley and with Julie Carrel's knowledge, experience and guidance, Megan did a superb job making the event a success.
 - A big thank you to Alicia Urlich for her financial donation toward the Waikato Open.

- Facilities Optimisation:
 - Blue bins at Eastlink collecting used shuttles and tubes which have been either re-used for training or collected to make Christmas crackers. Unfortunately a small amount of rubbish is still being deposited into the bins which needs to be monitored and filtered out by staff. New nets have been purchased for replacement later in the season.
 - M Loh prepared a statement regarding Waikato Badminton's interest in expanding the Eastlink Badminton Stadium in collaboration with the Eastlink Community Hub, for submission into the Hamilton City Council long term plan online consultation process. This was shared via email to all Clubs and stakeholders. Eight written submissions from badminton enthusiasts were received according to the reference on Council website. M Loh indicated that she would provide a verbal submission toward the long term plan.
 - M Loh held a meeting with Karen Kwok and Sam Broadbent (Hamilton City Council & Sport Waikato staff) to renew discussions and interest for facility expansion. A more in depth financial assessment of operating a 16-court facility and further design exploration may be required to progress this. M Loh to identify a person familiar and skilled with project management, facility development proposal processes and Council interactions to assist.
- Organisational Excellence:
 - Jessica Lusby (Massey Uni student) is on board as an Intern and is completing tasks and owning projects relating to events and one-off programs. This includes securing a variety of small prize sponsors to reduce the prize expenditures to WBA. Many thanks to Jessica and the sponsors who have offered support for Shuttle Time Non-Rep tournaments.
 - Regarding future WBA outlook, M Loh indicated that the Board may require additional skill mix such as legal, HR, facilities planning to support any possible resource or facility transformations required for WBA's continued growth.
 - Discussions and designs have begun to take place with Eastlink Badminton Society and Chibnall Buckell Team Architects to prioritise a renovation of the stadium ablution block. M Loh also escorted Karen Kwok through the ablution blocks to garner support for the upgrade in case further support and resource consent from Council is required. Financing the proposed renovation resulted in two options:
 1. Eastlink Badminton Society to charge WBA a special levy on the condition of having no monthly rent increases for a period of time depending on the amount paid to the Society.
 2. Eastlink Badminton Society to increase WBA's monthly rent by 10% as the rate has not increased for several years. This is also the most sustainable option.

Moved R Virk/G Roberts That the WBA Board is happy for Option 2 and for Eastlink Badminton Society to raise the monthly rent by 10% with immediate effect. CARRIED

This resolution can be put to the Eastlink Badminton Society meeting scheduled for 19 April 2021. The Board also recommended a rent review of the past (ie. period since the last increase was put in place).



- Participation pathways:
 - Fitminton (program funded by Tu Manawa) targeting women is being launched Tuesday 19 April. Despite it targeting women, it is still all inclusive and all are welcome.
 - M Loh has developed a Club affiliation policy and re-modelled costings to be fair across Clubs that receive services from WBA. Whilst WBA is discouraging Clubs to affiliate simply to attain cheaper court hire, this policy is to also encourage Clubs and their members to engage in more programs and events to get the most of their affiliation fees. M Loh asked the Board to read the first draft to enable discussion at the next meeting, whether or not to include targeted development discounts, and have a final policy ready for presentation at the WBA AGM. S Leydon-Davis asked the Board to also consider taking in Individual affiliation in the future which would require a constitution change. In the meantime, non-affiliated individuals may still partake in programs and events at a higher cost.

M Loh advised she would be taking annual leave 3 to 19 May with L Foster having financial delegation and T Hallam having operational delegation while she is away.

HEALTH & SAFETY: No reported issue to date only minor abrasions reported and cold pack/ice always available through defib cabinet, locker room and downstairs kitchen.

FINANCES:

- WBA is in a reasonably healthy financial position considering lower amount of cash sponsorships coming in. Awaiting grant outcomes from Hamilton City Council, NZCT and TAB NZ. These are the final ones applied for the financial year.
- A BNZ Voice of Participant survey has been released to understand how and why people participate in badminton. We are targeting people coming through to the Eastlink Badminton Stadium and at school programs to participate in this survey.
- Balance Sheet shows the Eastlink Badminton Society loan as \$3.13m and although the last asset insurance valuation is more, this does not affect WBA's annual accounts reporting of the asset.
- Due to cheques being phased out of the banking system, Westpac suggested that WBA's 07 (unused) account be changed to a "Petty Cash" EFTPOS account with a sole signatory whereby any one of the existing four signatories has authority to withdraw.

Moved C Leydon-Davis/S Morgan That the WBA 03 1555 0090702 07 account be renamed "Petty Cash", any transaction to have one signatory of the existing four registered to sign. CARRIED

Stu Morgan acknowledged the long hours that M Loh had spent working in March to ensure WBA season will be a success and be recognised in the community.

NEXT MEETING: Monday 14 June 2021 at 6.30pm.

There being no further business the meeting closed at 8.17 pm.

Confirmed this day

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Chairperson

