

Minutes of the Manawatu Badminton Association Board Meeting – [04 2019]

Held on 8th April 2019

Held at Sport Manawatu

Meeting opened at 7:08pm

1. Present and Apologies		
Board Members	Attendees	Apologies
David Reardon (Chair) Simon Allan Sujoy Prabakar Callum Hill	James Veitch (GM) Jessica Rich Janice Cudby	Josh Curry Sue McDowall

2. Previous minutes and matters arising
Minutes from previous meeting were a true and accurate record
Moved: Simon Seconded: Sujoy

3. Operational Reports
<p><u>Development Report</u></p> <ul style="list-style-type: none">- <u>ShuttleTime Badminton</u>: Josh involved in delivering, breakeven: Josh's wages covered by KiwiSports funding- <u>Holiday Programme</u>: 16 participants now expecting more- <u>Schools Competition</u><ul style="list-style-type: none">• Record number of teams 75 (although 94 teams entered) lowered teams due to capacity• Quite disjointed due to arena bookings• Assuming great satisfaction, get teachers to give feedback on STB programme get Josh to do this.• Get feedback from kids at end of competition (this is already happening)• Term 2 comp is longer than last year• Already 40 teams entered (cap is 74 teams)- <u>Events</u><ul style="list-style-type: none">• Para Badminton: 3 attendees, will be going alongside palmy club on Tuesday night• Will be wheelchair heavy to begin with• Badminton New Zealand are happy with this• WH1, WH2, SL3, SL4, SU5, SS6, NE, IM – classifications of para badminton• Simon: "Do we need to consider awards around this before next year?"• Para athletes are still eligible for the Stevenson Trophy• Sending person to Australia to compete in para badminton• Subcommittee for awards and who to nominate – Callum• Have awards that mirror the Badminton New Zealand so winner of the Manawatu one will be nominated for the Badminton New Zealand award - Janice and Callum to work on this• Janice is on the technical official committee for Badminton New Zealand and is organizing training sessions for this

- Next month meeting have an update on this
- Down two rep teams from last year
- Only one team of U15 to be entered Nationals due to the second squad being so weak – this has already been decided by JDC
- Badminton Open Week: Best day was at Festival of Cultures, more players showed up the following Tuesday at Palmy Club
- Feedback from coaching: this is the thing people are looking for if they are new to palmy, teachers etc. James would be keen to continue this but doesn't know how to fit this in.
- Thursday Night Badminton League
 - 4 extra teams in TNBL – made up from palmy club players
 - Worried about the gap we have because of the arena but will have to wait and see what happens
- Funding
 - KiwiSport = 13K approved
 - Lion = 20K approved
 - KiwiSport Small Fund = 5K approved used for open week and coaching
 - Mainland = 1.3K approved
 - Pub Charity = applied for 32K hear back in late April
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- General
 - Website up and going
 - Website could be used as a satisfaction thing in a survey – e.g. how many times do you visit the website and what for
 - Get a report from Nick about website states
 - Need to add stories on there to entice people to go on the website all the time
 - Need to make sure not too many people have access to the website, so crap doesn't end up everywhere.
 - IPU Club Day: 30 sign ups, play on Saturdays for free for IPU students, if they need competition, they can join TNBL
 - Child Protection Workshop: very useful attended by both James and Josh
 - Arena letter to be drafted up – James wants an idea from the board of what to include, to cover the impact of the disruption that the arena will have on our main source of income = TNBL
 - David to write it up and send to James or rest of the board before sending to Arena

Financial Report

- Have to get wording changed on the insurance policy
- Contact United Badminton Club about the insurance policy need to asap – James has direct contacts
- Letter needs to be received from Massey to stop being billed for affiliation
- James and Janice to follow up on these transactions
- James to cite birth certificate from Sandra before she gets paid out
- James filled out her parental form so she can get paid
- Balance Sheet (As at 31st March)
 - Cheque Account = \$17,362
 - Accounts Receivable = \$7,872
 - Accounts Payable = \$10,583
 - Net Worth = \$139,960

- Payables (April 2019)
 - JDC = \$860 – reimbursement paid accidentally
 - Visa = \$133
- Receivables (April 2019)
 - \$5270 – Badminton New Zealand
 - \$435 – Josh has been paid
 - \$1,438 – Monrad for shuttles
 - Sport Manawatu – funding James received, Sport Manawatu haven't paid yet
- Profit/Loss (1st Nov 18 – 31st March 19)
 - Development = \$21,294 – mainly made by funding
 - Made \$6,000 at TNBL
 - Total Net Profit = \$17,320
- Pui Ching to speak to someone to be finance person on the board
- Put something on the feed about unpaid finance position available on the board

4. Policy Update

Code of Conduct

- Based largely on Waikato's
- Feedback:
 - If you're a member you need to know about the code and need to have a copy
 - Certain members need to sign the Child Protection Policy
 - Slagging off MBA? – fourth bullet point under players sort of covers this could be more

Agree that this is to be known and sent out to players etc.

Moved: David

Seconded: Sujay

Child Protection Policy

- Feedback
 - Things need to be factual in incident report
 - Leave it how it is currently
 - Should be vetting Josh whether the policy is adopted or not
 - Only core workers need to be vetted – so Josh, James, Sandra
 - Manager of Div. teams would need to be vetted due to the young players in the team
 - All vetting application to go to James as CPO (Child Protection Officer)
 - Clubs are separate organizations so don't need to adopt this
 - Prioritize that someone in the job is to not be CPO officer

Agree that this is to policy to be adopted by Manawatu Badminton

Moved: Simon

Seconded: Sujay

Rep Player Selection Procedure

- This has gone to Wayne and Rose
- Want to be able to give opportunity to players so hence the cap on team's, players can play in
- Captain and/ or Manager to be determined within each team and to be communicated to the General Manager.

Agree that this policy is to be adopted by Manawatu Badminton

Moved: Simon

Seconded: Callum

5. Strategy Update:

- Josh and Callum to talk about point one
- Quarterly surveys to different groups possibly for participant satisfaction score
- Have one of the slides four for each key initiative e.g. junior's player pathway, para badminton etc.
- Contact Josh this month and provide update for next meeting

Agree to adopt this strategy and start using it

Moved: Callum

Seconded: Simon

6. BNZ Awards

- Need to apply for every category
- Need to get 2018 nominations in now
- No official communication about deadlines
- Get a group of people and if nominations not in on time for 2018 then they will be nominated for 2019 awards

7. General Business

BNZ AGM

- Badminton New Zealand have secured the World Juniors (2020) and World Seniors (2025).
- BNZ have got 1.5m in funding so far on these events
- World juniors expected to bring in about 500 players
- All money for these events will be sitting in a separate budget to BNZ
- Due to BNZ having another financial loss this year, they have engaged Sport NZ to do a financial health check for them
- Graham Fiest introduced a new age group they will trial this year called Goldie's (70+)
- They will have one gold weekend tournament on 13th July in Rotorua
- BNZ are trialing a player representative on their board and they are finding this very useful.
- An idea that maybe we get others along to a board meeting to get an opinion from the people who our decisions will affect

The next meeting is set for Monday 20th May at 7pm at Sport Manawatu

Meeting Closed 9:47pm

Action Register				
#	Name	Owner	Due Date	Status
1	MBA Awards (Look at awards criteria and align with BNZ)	Janice and Callum	Update next meeting	
2	Update on technical official trainings	Janice	Update next meeting	
3	Contact United Badminton Club	Janice	ASAP	
4	Email to Arena	David	ASAP	
5	Areas for board to look at	James	Next meeting	
6	Relook criteria for finance board member (Business Advisor)	Janice and David??	Next meeting	