



- Could extend James contract by 3 months and 30 hours of work is classified as full time by Immigration New Zealand.
  - Applied for residency end of April, 8-10 months to hear back from immigration
  - Could still trial a General Manager role within the 60 hours
  - Could have Sandra as Executive General Manager and James as General Manager – Immigration are fussy about title and job description - Everyone likes the Executive General Manager title
  - James would need a contract that is 12 months for him to get a new visa from immigration
  - Work visa was issued quickly, emergency visa has a quick turnaround
  - Do we start initiating process to give James a piece of mind?
  - Need to be in the country to be granted the visa
  - James would still have general manager description and keep the title
  - Will review this in a years' time
  - Motion: Agree to carrying out a role review and have a new structure based on capabilities on our people and James has been very successful in this role and there is the opportunity for an executive general manager role to occur.
  - Moved: Simon                          Seconded: David
- Motion carried all of Board members agreed
- James to team up with Sandra and discuss this plan

### 3. Operational Reports

#### a) Development Report:

##### i. 2020 MBA Calendar and Arena Disruption (TNBL and CR Comps)

- The arena disruption:
- Badminton New Zealand have a different calendar because of Junior World Champs
- So, all Nationals have been put early in the year to accommodate this
- Senior reps start earlier in the year and finish about the same time
- Manawatu Open can be held at normal time of the year
- Arena 2 going to be out of action for most of next year to fix the floor and fix the ceiling as well, will be used for Junior Nationals Teams Champs in July and individuals will be in Auckland or Christchurch next year.
- All of expos and jets games will be in our arena which will mean a lot of cancellations for Thursday Night Badminton League
- Will affect central regions on the weekends – have time to plan because have been notified in advance
- One of the Central Region weekends will be in Wanganui which has 16 courts but there is also a high school close by with 4 courts.
- Problems for us is financial we will lose a whole round of TNBL at the start of the year lose first 5 weeks of the season
- Everything will start 10<sup>th</sup> Feb – Thursday Night Badminton League, Juniors and Seniors
- Which will mean loss of income for a longer time than usual
- Have two venues for Thursday Night Badminton League– one for reps and one for B, C and D grades – trying to find these venues
- Will probably change to doubles ties instead of traditional Thursday Night Badminton League – will be like the Feilding Doubles Competition
- Reps can sort themselves out about seeing where they are playing
- Unknown disruption during the season
- Secondary schools which is biggest money earner is going from 8 week to 6 weeks resulting in charging less for team fees
- Might create another league to get some of this money back later in term 2 or term 3

- Won't be as disjointed as this year because we have had the time to plan around it

**ii. Badminton NZ Calendar and Rep Season (Trial and I-A entry date 31<sup>st</sup> Oct)**

- Will be extended an
- Trials will be completed by the end of February early March
- First Masters tie 14 March and div tie will be 4 April
- There will be two trials for every rep team apart from super vets
- We have PNINS from October to February - \$10 casual fee to play but in February bookings will be used for rep training
- Rep players will need to pay a hire charge
- Have all the dates for Inter Association already
- Concerned about tennis season and if players are available or not to play badminton
- Badminton New Zealand would rather have badminton as a year-round sport instead of having it classified as a winter sport
- How will training work when masters have 7 weeks between two of their ties – have masters training 2 weeks leading up to the ties and have priority over court time – just a suggestion
- Priority should be given to teams playing the following weekend
- End of October is entry timeframe for rep teams
- 52 responses so far from rep players who are intending to trial for teams for next year another 3 aren't playing
- 14 are currently not senior reps that have signed up as interested in trialing/playing
- Masters 2 are a massive concern because of lack of females - there could only be one female
- Oroua and Hutt Valley didn't enter Super Vets team so could players join us considering the policy around letting everyone play.
- Now have 6 weeks instead of 2 weeks to decide what teams to enter into inter association
- Still worried about master's 2 if to decide today then masters 2 wouldn't go ahead
- The new policy is not about people missing out but about putting more Manawatu teams in inter association
- Would Masters 2 woman want to play div 5 and enter another team in Div.?
- Oroua might be putting together a div 5 team which will be masters/vets team players

**iii. Badminton NZ Fees (I-A, NZITC, Player Database)**

- Badminton New Zealand changing their fees for 2020
- Only fee they are going to have is team entry fees
- Affiliation to Badminton New Zealand is going up 1.9%
- No fee will be charged for joining the player database which was established this year
- \$12 to enter tournaments and opens plus what the association charges
- Entry fees for National Teams' Champs will go up but there will only be one levy across all the association for all badminton

**iv. Badminton New Zealand Conference and Awards**

- Who is going to go? Need someone from Manawatu Badminton there
- Janice usually goes every year
- Could send President to go
- Could pay for Richard and Janice to go down
- Janice is keen to go
- James to find more about what is involved and being talked about at the conference then can decide who is going

**v. Sport Manawatu and Tararua**

- Get fit programme
- Badminton involved in Foxton and Levin and will be involved in all 4 regions
- This will be there next year

**vi. Cornerstone Christian School (Partnership – MOU signed)**

- New contract with cornerstone
- \$20 an hour for their brand-new hall in return we deliver time for time shuttle time and so for 1-hour hire give back 45-minute sessions at the school
- This was signed the other day

**vii. Funding**

- Still waiting to hear back from NZCT to 39K
- Need to ask for more money next time so we are guaranteed the amount we want
- This is feedback that Sujay received from the president of NZCT

**b) Financial Report:**

- Need to pay Sandra 3 weeks (2,000 – 2,500)
- End of financial year is the 31<sup>st</sup> October so need to get as many bills in and paid as soon as possible
- Accounts Payable:
- All payables scheduled for the 20<sup>th</sup> of this month
- Accounts Receivable:
- Amy McPherson – Shuttle Time Coaching in school
- Balance Sheet:
- Total bank - \$63,383
- Building fund = \$27,194
- Profit and Loss (1 November to 30 September 2019)
- Total Income: \$178,166
- Total Expenses: \$142,494
- Net Profit: \$35,671

**4. Briefing on Mid-Year General Manager Review**

- James midyear appraisal cycle has been completed
- It involved getting feedback about James and celebrating all the positive outcomes

**5. Building Fund Discussion and PNINS Curtains**

**PNINS Curtains:**

- Curtains quote: \$5,053.32
- Curtains will be made with UV resistant fabric
- Must use scaffolding to put them up
- Fitting will take a morning or an afternoon
- Can do it before school, after school or school holidays
- It will be a performance thing, will improve the quality of the game
- Will we use the hall more with the curtains installed: probably not?
- Quote is valid for 30 days
- If we are going to do it may as well do it properly
- Risks involved:
  - o Kids wrecking the curtains
  - o Would appear on our assets
  - o Windows currently broken in PNINS
- Should we spending the building fund to improve the facilities because there is \$27,000 in the building fund and this isn't much
- Fund been around for so long and won't be enough to buy a building
- Cornerstone has Sport Manawatu sessions in there
- It is hard to get regular bookings in Cornerstone
- If we have a booking in Cornerstone and it clashes with something else, then we won't have a

look in

- Have well established relationship with PNINS
  - o One of the risks is them putting the rent up for the hall
  - o If we move to Cornerstone, we don't have the same relationship with them
- For the \$5,000 investment this wouldn't be much to increase the quality of badminton in PNINS
- Will investigate the potential for getting something done in Cornerstone because of the classroom
- Curtains could solidify more of a relationship with PNINS
- Floors still an issue in PNINS

Decide – get another quote and proceed with the concept just the decision of who to get to install this James to get another quote for the curtains

**Term deposits:**

- What is this for? Is it in case of a lack of funding or for a building fund?
- Part of it is financial security in case funding falls through and can't pay staff and purchase shuttles
- An ideal benchmark is to have enough funds to cover at least one year of salary for staff
- We have probably 6 months' worth of wages if money was to run out and no more funding approved
- Never really thought about why the term deposits are there apart from financial security
- Need to work out how much money we need sitting off to the side and then work out what we do with the rest
- No point in it sitting there and would be better to put it into development of badminton
- Contracts with employees – how many weeks would we need to be paying – would guess 4 weeks
- The permanent employees would be more of the problem than temporary ones
- Could we pay all the debts if we were facing the brink – probably just depends
- Need to be able to fund ourselves for at least 6 months if we get no funding
- What level of funds are we comfortable about having?
- 6 months would probably be a good benchmark because we usually get a lot of funding and have a good reputation
- Then if money was to stop Manawatu Badminton would still have 3 – 6 months to sort everything out
- What would we want to invest the extra money in – curtains, subsidizing rep fees, racquets in schools?
- Or do we think we need to have a 5 – 10 yr. plan of what to do with the money or getting the money for a building fund example if Manawatu Badminton make a \$15,000 profit each year for 10 years to go then this profit could go towards a building fund
- Need to think about all of this
- Callum to chat to Janice about burn rate and salaries and what it would be next year then find out bottom line and discuss with board what to do with the remaining for next year
- Term Deposit: put it in managed funds because rates are low now would depend on what we want to spend the money on
- Need to think long term about what to do with the funds because of the risk involved
- What is required to grow the game of badminton in the Manawatu
- If you want better outcomes need to invest more time money etc.
- Next meeting to revisit this and decision making around the managed funds and term deposits – look at constitution
- Have a think tank around options for matching our financial assets with our strategic plan

- Nothing

Next Meeting: 21<sup>st</sup> October 7pm

Meeting closed: 8:57pm