

Board Meeting Minutes – 23 January 2017

Boundary Road, Lincoln, Christchurch

Meeting Opened 7:08pm

Present

John Morrish, Sarah Burt, Matt Selen, Adam Thomas, Trevor Campbell, Lou Satherley

Apologies

None

Minutes of the 17 November 2016 board meeting

Matters Arising

MOTION TREVOR / ADAM

THAT the minutes are a true and accurate record of the previous meeting.

CARRIED

Action Item Review

Carried Over

Lou to work with Julie to setup a spread sheet we can use to capture our progress on strategic measures	In Progress
Julie to start work on a contact database of all players in Canterbury. Lou to assist?	In Progress
Julie to send Managers and Coaches position descriptions to Lou for use with seniors next year.	Done
Lou to get a quote from a painter for the work upstairs. (Kitchen, committee room and lounge)	Done
Matt to submit a quote for replacing the vinyl in the kitchen and carpet tiles on the stairs, and carpet in the entrance ways to the toilets.	Done
Sarah to show Jeanna how to use MailChimp in the holidays.	In Progress
Megan to start putting material up in the hall to liven it up.	In Progress
Julie to contact “bethere.co.nz” about getting a have-a-go day listing on their site.	Done
Matt to send official congratulations to Manny and Jenny for them getting into the National U19 high performance training squad.	Done
Matt to produce a “this is what our floor is made of” poster or similar for the hall	In Progress

Current

John to contact Bill Tredinnick about a basin setup to replace the water fountain.	Done
Adam to send a reply to Des / Ashgrove Club saying we can help your coaches, but can't provide coaches	Not done
Adam and John to write a list of objectives for the position to guide the first three months work. Circulate to the board.	In Progress, not circulated.

Board Correspondence

Incoming

- Emails from Jamie
- Emails from Clubs re: Insurance

Outgoing

- Letter to Clubs re: Insurance

Board Reports

Financials

The budget and actuals were presented to the board.

- Trevor is thinking ahead about getting our books audited, and the additional requirements of the returns to be sent to the Incorporated Societies Commission and Charities Commission.
- In summary – a very good year. Provisionally a \$64,000 operating profit.
- Next year's budget is working on \$94,000 funding to break even.

Office / Operations

- Julie has sent out invoices for the year
- Megan and Julie looking at setting up a junior club at the hall. Particularly as it seems Ashgrove not running a junior club this year. Suggested cost for players is \$50 per term.
- Megan and Julie are looking at starting junior clubs in the Kaiapoi area and also one at Wharenui. Once they are established, a junior Interclub competition can be arranged for later in the season.
- St Patricks Day tournament information and entry details have been sent out.

MOTION MATT / TREVOR

THAT Badminton Canterbury Board approval is given to apply to Pub Charity for a donation of \$2,500 to cover the costs of Auditing Fees

CARRIED

MOTION SARAH / JOHN

THAT Badminton Canterbury Board approval is given to apply to Pub Charity for a donation of \$2,500 to cover the costs of Accounting Fees

CARRIED

MOTION ADAM / MATT

THAT Badminton Canterbury Board approval is given to apply to Lion Foundation for a donation of \$45,500 to cover the costs of Wages for the High Performance Coach, and the Coaching Development Coordinator.

CARRIED

Seniors

- Pre-season training is underway.
- Decisions around the number of teams this year needs to be made by the end of March.
- Looking to get teams named as early as possible to assist players with planning annual leave, etc.

- Pete Mundy is happy to help as a selector, as is Megan. Jamie will have limited involvement when he arrives.
- Julie will put an announcement on the website asking for coach / manager nominations.

Juniors

- Newsletter has been sent out with training details and key dates.
- Squads for the South Island Teams Events will need to be selected soon from Term One training. This is in April in Timaru.
- Nationals are in July in Palmerston North. Funding applications and other preparations to be started soon. Joint South Island squads are being considered, but this will have to be done carefully to meet Badminton NZ regulations. We should be able to field an U13 team, but 15s and 17s will be harder.

Masters

No report this month

Coaching

Interclub / Tournaments

- Interclub will start in May
- St Patricks Day tournament entries are out

MOTION TREVOR / MATT

THAT Interclub team entry fees and nightly playing fees are invoiced together. The amount to play will be \$250 per person, except Doubles III which will be \$200 per person.

CARRIED

Hall

- Hall signage has been done
- Trevor or John will talk to Bill about replacing dud light tubes at the hall

ACTION: Julie to ask Alan Spinks if he has some time to update our Honours Board – will find out about his health first.

General Business

Hall Insurance

- Feedback from the Clubs favours option B, which is reduced indemnity.

MOTION TREVOR / JOHN

THAT Badminton Canterbury requests option B from our insurers: Replacement with Natural Disaster/Earthquake limited to Indemnity. \$19,716.73 Incl GST per annum.

CARRIED

High Performance Coach – Jamie Neill

- All going well for Jamie's arrival.

CCTV Decision

- Julie has had much better response from Vision Systems when it came to getting quotes for our funding. Vision Systems are \$1,200 more expensive, but put together a more comprehensive quote in terms of detail.

MOTION ADAM / LOU

THAT Badminton engages Vision Systems to install their CCTV proposal at Badminton Hall using money gained through a funding application.

CARRIED

ACTION: Julie to contact Vision Systems and begin the process of getting the system installed

ACTION: Adam to add an item to the next agenda to discuss opening the upstairs area to the public or not.

Mainland Badminton AGM Report (Matt, Megan, Sarah)

- Nothing of significance to report.

Badminton New Zealand Workshop Report (John, Trevor)

- Trevor gave a summary of the Workshop.
- Agreement was gained for Badminton NZ to set levies/affiliation per Association at their discretion, rather than using a 'formula' as has been done in the past.

AGM

- We need a date for the AGM. Agreed on Wednesday April 12th, 7pm at Badminton Hall.
- Sarah will coordinate the "Booklet" for the AGM.

Badminton New Zealand AGM

- This is on the 26th March.

Bar Licence

- Olivia has stood down from being our licensed Bar Manager.
- Jeanna has said she will do it.

Board Only Time

- Separate Minutes for this.

Special Board Meeting

- 9am Sunday 5th February, John's place

Meeting Closed 11:00pm

NEXT MEETING
23rd February 2017