

Board Meeting Minutes – 8 August 2017

147 Trices Road, Prebbleton, Christchurch

Meeting Opened 7:10

Present

John Morrish, Matt Selen, Adam Thomas, Trevor Campbell, Nick Leeming, Julie Rademaker

Apologies

Sarah Burt, Lou Satherley

Minutes of the 18 July 2017 board meeting

Matters Arising

MOTION Nick / MATT

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

CARRIED

Action Items

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 |

Current

| | |
|--|--------------------------------|
| Adam to send Jeanna a thank you letter for running the Canterbury Open and B Grade Open | To Do |
| John to discuss with Jonathon about reducing \$300 off his debt. | Done. Payment Scheme in place. |
| Convenors (Jo and Matt) to develop representative badminton policies with Megan , to be ratified by board at next meeting. | To Do |
| Trevor and Nick to talk to Alfie re his court fees. | Done |
| Trevor to do analysis on court fees - how we set interclub fees to follow up for next meeting, and how we charge squads/interclub/tournaments for court hire. | Done |

Board Correspondence

Incoming:

- Email from Graeme Sercombe regarding administration of Peter Zhu's Badminton facility.
- Anne Wang's Managers Report
- Email from Chris McIvor regarding visit in September

Board Reports

Financials

The budget and actuals were presented to the board.

Office / Operations

The application for funding to Sport Canterbury to cover wages is due 28th August.

ACTION: Julie and Megan to work on the funding application to Sport Canterbury

Seniors

Jo has sent through a good report, highlighting the issues with seniors, including some ideas on how to address them.

Juniors

Under 19s and Under 15's Champs entries close this week and are being run on 19th, 20th August

Training is continuing, targeting those going to the Nationals next month.

Sponsorship

MOTION Nick / JOHN

THAT Badminton Canterbury will offer Anne Wang the opportunity to sell court sponsorship at \$500 + GST per court + sign costs, and that the money will be allocated to junior badminton. We reserve the right to not accept sponsors.

CARRIED

ACTION: Matt to contact Anne Wang and explain the sponsorship arrangement.

Masters

Doug sent through a Masters report. No issues raised from this.

Coaching

Megan sent through her report. Excellent news is she is on track to meet the numbers for KiwiSport funding.

Megan noted that she would like someone to take over the Friday evening sessions she runs. Matt will ask his girls if they are interested. Manny Collins is another option.

ACTION: Matt to ask his girls if they would like some work running the Friday sessions

MOTION TREVOR / ADAM

THAT Badminton Canterbury would pay \$15/hr + \$10 per night on their light card to someone (unqualified) if they will take on running this session. If they are qualified with BWF Level 1 we will pay \$20/hr

CARRIED

Nick has drawn up a contract for coaches.

ACTION: John to get a copy of the contract and get Jo and AK for them to sign and return

Interclub / Tournaments**Interclub Fees**

John has done some maths on Doubles 1 and feels we can reduce the cost from \$220 to \$175 per person Matt suggested we shouldn't charge for court use – remove that and add a smaller admin fee, which would reduce the cost even further.

We will formalise the costs when the Interclub format has been worked out.

Re-thinking Interclub

ACTION: Nick will talk to players in A Grade and come up with a few different formats for that grade – and perhaps B Grade too. We will then send out a MailChimp survey asking players what their preference would be.

Clubs

Julie has been approached by a couple of groups wanting to affiliate with Badminton Canterbury. She raised the point that we don't have a definition of a club as such, or what constitutes affiliation.

We debated whether we should charge an affiliation fee.

MOTION JOHN / ADAM

THAT Badminton Canterbury will charge an annual \$50 Affiliation fee to Clubs.

CARRIED

Rules:

1. The club agrees to pay an annual affiliation fee of \$50
2. The club needs a name
3. The club needs a chairperson (contact point)
4. The club needs an organising committee
5. The club will agree to provide Badminton Canterbury with a list of members and their contact details.
6. Acknowledgement that they are bound by the rules of the Association
7. Benefits:
 - a. Voting rights at the Badminton Canterbury AGM.
 - b. Cheaper court hire at Badminton Canterbury

Hall

John is keen to get the Lounge painted.

ACTION: **John** to get quotes to paint the lounge from Bill Tredinnick and one other painter.

General Business

Strategic Plan KPIs

ACTION: **Adam** to email Selwyn Maister's report to Nick and Trevor

We will discuss this at the next meeting when we have all the numbers in.

ACTION: **Adam** to carry KPI's / Strategic Plan over to the next agenda

Awards Night

This will be on Sunday 24th September, after Masters finishes at 7pm.

Entry will be free.

CCTV Servicing

We agreed it is a bit expensive. We will just get gear repaired / replaced as necessary.

ACTION: **Julie** to reply and decline the offer to service the CCTV gear.

Newsletters

Jeanna has agreed to do the newsletters from now on. She is aiming for every two months. We hope that can be monthly during the season.

Chris McIvor visit – 18th – 20th September

Chris McIvor would like to meet the board. Tuesday 19th would suit us best

ACTION: **Julie** to contact Chris and suggest we meet him at 7:30pm on 19th September at the Committee Room at the Hall.

Graham Sercombe Letter

We agreed that we will offer to support the new facility administratively. But we need to define the scope of our involvement.

ACTION: **John** and **Matt** to arrange a meeting with Peter Zhu to discuss in more detail what our involvement is.

Board Only Time

Meeting Closed 10:05

NEXT MEETING

5th September 2017