

## Board Meeting Minutes – 24 April 2018

The Bridge Restaurant, Prebbleton, Christchurch

Meeting Opened 7:10pm

### Present

John Morrish, Matt Selen, Adam Thomas, Lou Satherley, Nick Leeming, Kathryn Hiso, Allan Spinks, Tegan Weston

### Apologies

None

### Minutes of the March 2018 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

<b>Julie</b> to work on a contact database of all players in Canterbury. <b>Lou</b> to assist?	In Progress
Convenors ( <b>Jo</b> and <b>Matt</b> ) to develop representative badminton policies with Megan, to be ratified by board at next meeting.	In Progress
<b>Matt</b> and <b>Nick</b> to draft an agreement securing a partnership for the new facility to take to Peter Zhu	Done
<b>Adam</b> to do a job description for Lou's position as sent by Chris Mclvor.	Done

#### Current

<b>Adam</b> to reply to Trevor Ballard saying that Lou will be at the Hall in a new role which will address some of his concern.	Done
<b>John</b> to talk to Sally Collins and see if she would consider being Junior convenor.	Done
<b>Adam</b> to reply to Kim Rountree – there will be no non-club member discount for D1, D2, and D3. Will be reviewed next year.	Done
<b>John</b> to contact Chris Mclvor and discuss the 'Badminton Activator' position we want to advertise – hopefully he will draw up a PD for us and help advertise etc.	Done

## Board Correspondence

### Incoming

- E-Mail from Jo Christie - Alfie coaching at Wigram
- E-Mail from Badminton NZ - new scoring and serving laws feedback
- E-Mail from Graeme Sercombe - strategy
- E-Mail from Anne Wang - sponsorship and shuttles

### Outgoing

- Bar Manager application
- AGM Minutes to Club contacts
- E-Mail to Kim Rountree – Management role for Badminton Canterbury
- Shuttletime Activator job advertisements

## Board Reports

### Financials

The budget and actuals were presented to the board.

Lou has investigated term deposit rates for the money we have in savings. They are so low it is not worth pursuing.

We have a lot of receivables. Lou suggested that we need to be more proactive with them, rather than just resending invoices. She is going to write a Credit Control procedure for the Association.

**ACTION:** Lou to write a Credit Control procedure.

### Office / Operations

Lou gave an overview of the document written up for the Board which has a list of recommendations in it which we need to follow up. It includes a short term strategic plan which is a list of items that in her opinion are areas we should focus on. It concludes with a six month timeline of things we should try and complete each month.

John suggested Board members have two weeks to digest the document, and have a special meeting to discuss the document.

**ACTION:** All to read Lou's document and have feedback prepared for a special meeting on May 8<sup>th</sup>.

### **MOTION ADAM / NICK**

THAT Badminton Canterbury Board approval is given to apply Four Winds Foundation for \$6500 to cover the cost of upgrading the woman's showers.

**CARRIED**

### Seniors

Jo Christie reports that all teams have been selected and coaches and managers appointed.

She is annoyed there is still no venue named by Badminton New Zealand for the Division III tournament yet.

### Juniors

We desperately need a junior convener. Lou suggested we could advertise the position. The Board agreed it would be better to shoulder-tap someone we know would do a good job if possible.

A possible idea was to have the role taken on by a committee rather than an individual.

**ACTION:** Lou / Julie - advertise for a junior committee to get us through this year.

Lou said she will sit in on the committee initially to ensure things stay on track.

Tegan has volunteered to take on some of the Junior Convener role. This year Tegan will chair the committee.

### Masters

The Honda Cup went very well. The points system needs some fine tuning.

Doug Edginton has sent out a list for the South Islands and has that in hand.

### Coaching

Jo Christie has requested that Alfie be allowed to run one session at the new hall. Doing this will allow for longer sessions and as it is Doubles II night it won't impact Interclub here.

The Board agreed this was fine.

### ShuttleTime Activator

We have had six applicants, and all have had their applications acknowledged.

Lou suggested we could take on two or more, and have them work in different areas of town. She will contact them and arrange interviews for next week.

We will need to get them Police vetted before they go into schools. This will be mentioned in the interview.

We have also had contact from an English player who is keen to do some coaching. Lou has invited him to an Avon club night and will discuss opportunities to deliver coaching into clubs.

### Interclub / Tournaments

#### **Fill-ins**

- Lou raised the issue that we now have an issue with who can fill in for Doubles 1 and Doubles 2 now that we don't have an A Grade or a B Grade.  
The board agreed that Wisden players will be excluded from playing in Doubles 1.

### **Doubles 3 Name Change**

- It is proposed to change the name of Doubles 3 to “Social grade”. \$28 per team, on a Thursday night. Trevor Ballard working on this and will organise.  
The Board agreed this is a very good idea.

### Clubs

Lou went out to the Filipino Club on Saturday night and had a great time meeting and playing with them. She is still looking at having a quarterly forum for Clubs.

Allan is looking at establishing a West Melton Club at a new complex opening in October. All the documentation is in place and planning well underway.

### Hall

Matt asked if Basketball had made a decision on leasing the meeting room at the hall. They haven't got back to us yet.

**ACTION:** Lou to follow up with Julie whether Basketball have been in touch.

John has asked Bill to paint the toilet doors and the main entrance door as these have not been painted since the refurbishment.

John asked the Board views on getting the photos put back up. Lou suggested having a TV screen on the wall in the lounge and display the photos on that, plus other multimedia.

**ACTION:** Lou to contact Ken Lake and ask him about possibilities for TV screens at the hall.

### **General Business**

#### Do we need a full time paid coach now?

The Board agreed that we can't justify a full-time coach this year with current player numbers and the fact a chunk of the season has already gone. The coach would only be benefitting a small number of players and costing quite a lot.

We will reassess it at the end of this year.

#### Feedback to BNZ re new rules

The Board don't like the new scoring system. The feeling is it is too short, and the lack of setting to decide sets removed some excitement.

New serving law – no strong opinion.

**ACTION:** Adam to send reply to BNZ regarding the new laws.

#### Email from Graeme Sercombe

We are addressing a lot of the points that Graeme raises.

**ACTION:** Adam to respond to Graeme regarding his views on the future directions he suggests for Badminton Canterbury.



## Anne Wang – Sponsorship and Shuttles

Anne Wang has bought a lot of shuttles and is suggesting that BNZ buy them. Lou recommended we stick with the same shuttles that BNZ uses in tournaments which is RSL and Yonex.

The Board felt \$1000 for sponsorship was a good start. But would be happy with less.

**ACTION:** Adam to respond to Anne regarding her shuttles and the sponsorship amount.

## Anne Wang – Prize Money for Juniors

Anne has suggested cash prizes for junior tournaments.

We have already ordered medals for this year.

**ACTION:** Adam to reply to Anne and say we are sorted for this year, but next year she could see if the prizes could be sponsored next year.

## Board Only Time

Meeting Closed 9:45pm

**NEXT MEETING**

5<sup>th</sup> June 2018