

WAIKATO BADMINTON ASSOCIATION (Inc)

Board meeting held 06 August 2019 at Eastlink Badminton Stadium at 7.15 pm

PRESENT: Stu Morgan (President), Carol Leydon-Davis (Vice-President), Dominic Buckell, Paul Hanton, Kenneth Yew, Paul Hanton, Alison Storey, M Loh (CEO) and Loloma Foster.

APOLOGIES: Were received and accepted from Susannah Leydon-Davis, Rupinder Virk, Luke Lee.

MINUTES: Moved P Hanton/D Buckell THAT the minutes of the Board meeting held on 10 June 2019 as distributed are a true and correct record. CARRIED

MATTERS ARISING:

- Stadium Extension : Discovery workshop with external consultants GLG has taken place with their personnel interviewing sports within the Eastlink Sports Hub. They appeared to be familiar with each structure and until their report is received no further steps to meet resource consent can be undertaken. In the meantime, M Loh to issue notes from the workshop to the Board.
- Branding : As previously reported due to the process and cost involved in designing and updating the WBA logo, re-branding has been put on hold.

FINANCE:

- P& L Account :
 - Court hire revenue appears to be lagging against the same period last year but this could be due to a slower pickup of the Pay2Play system at the beginning.
 - Major expenditures for items related to Administration (2 staff laptops), Stadium (Wifi, CCTV, LED screen), Sport Development (gift vouchers) and Events (prizes) expected to take place over the next few weeks should bring the forecasted profit close to the budgeted amount. The Board was advised of future court mat aspirations but there needs further investigation on the cost, materials, impact of condensation/moisture above and/or below the mats, and general wear and tear).
- Grants: The following grants to be submitted.

Moved D Buckell/K Yew THAT Waikato Badminton Association Inc. apply to Akarana Community Trust for sum of \$5,000 towards an IT Infrastructure upgrade (laptops and wifi).
CARRIED

Moved A Storey/S Morgan THAT Waikato Badminton Association Inc. apply to The Trust Waikato for the sum of \$25,000 towards administration, coaching and junior development.
CARRIED

Moved P Hanton/C Leydon-Davis THAT Waikato Badminton Association Inc. apply to Grassroots Trust for the sum of \$30,000 towards the Director of Coaching salary.
CARRIED

Moved S Morgan/C Leydon-Davis THAT Waikato Badminton Association Inc. CEO submit an application to Sport Waikato for KiwiSport Community Partnership Funding.

CARRIED

CEO REPORT: As this had been distributed, M Loh replied to the following questions.

- Club membership: Six clubs yet to submit their membership data.
- Wisden/Slaz Cup Competition: The event was well run but M Loh felt there needed to be scheduling improvements and more seating space was required for Slazenger teams. Waikato players also preferred the 5-match format compared to the new one this year. Some teams particularly in Wisden Cup did not have sufficient rest time between ties. M Loh has expressed interest to BNZ in hosting future Wisden/Slaz Cup Competitions in Hamilton.
- Sport Development and Pathways: As noted previously, more development around volunteers, coaches, technical officials are required. The Southern Trust grant for Pathways Development can help with this process. Club players are also seeking coaching therefore a block of 'Open training' at end of season (similar to arrangements in 2018) will be advertised shortly.
- Facilities: Misuse of the courts has been observed eg
 - Outdoor or black sole shoes.
 - Lack of clearing courts of shuttles/tubes.
 - Players using courts without lights.
 - Chewing gum left on courts.

The installation of CCTV surrounding the court area may help identify the days/times and account holders who do not observe stadium rules. WBA Staff, Board Members, and Club Officials are encouraged to educate others in the correct use of the stadium facilities.

This led to discussions regarding the replacement of the roof on the older building now some 50years+ old. D Buckell to contact Eastlink Badminton Society President M Smith to discuss an alternative approach to arrange consistent work scope and quotes.

- Events to be held:
 - Waikato ABCD – Prizes for all grades welcomed and noted. WBA staff are fielding queries regarding grading but mostly from junior players who haven't previously played graded events. No other significant concerns since the grading policy was published other than to make sure the grading lists are dated as and when they are updated.
 - Interclub – Begins next week. Clubs to be surveyed about what they want from club competitions in the future.
 - Yonex NZ Masters (17-19 Oct) – All Board members asked by M LOH to promote as wide as possible, including to club members / social players as a division 2 competition is available.
 - Business Network evening 8 October (Tuesday) – All Board members encouraged by M Loh to attend, not only connect with WBA sponsors, but also help the sponsors connect with one another.

GENERAL BUSINESS:

- Strategic Plan: Sport Waikato are willing to assist as a facilitator.
- Health and Safety:
 - The existing online portal (Donesafe) is to be considered whether it is worthwhile as it keeps a digital trail of Hazards/Risks, Incidents, Management Plans. However, WBA staff and some Board members should be trained to also use/update the portal.

NEXT MEETING: Tuesday 23 September 2019 at 7.15 pm at Eastlink Stadium.

There being no further business the meeting closed at 8.49 pm.

Confirmed this day

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Chairman