

## WAIKATO BADMINTON ASSOCIATION (Inc)

Board meeting held 4 February 2019 at the Eastlink Badminton Stadium at 7.05 pm

**PRESENT:** Stuart Morgan (President), Carol Leydon-Davis (Vice-President), Paul Hanton, Susannah Leydon-Davis, Dominic Buckell, Kenneth Yew, Luke Lee, Doreen Wood (Patron), M Loh (CEO), L Foster.

**WELCOME:** S Morgan welcomed the Board members and M Loh to her first meeting.

**APOLOGIES:** Were received and accepted from Rupinder Virk.

### BOARD APPOINTMENT:

Moved P Hanton/C Leydon-Davis THAT Susannah Leydon-Davis be reappointed as an Appointed Board member. CARRIED

**MINUTES:** Moved S Morgan/P Hanton THAT the minutes of the Board meeting held on 4 December 2018 as distributed are a true and correct record. CARRIED

**FINANCE:** M Loh pointed out the tracking highlights in the P & L and budget accounts.

- Sponsorship :
  - Loss of 2018 Tui Medical \$15k,
  - 2019 Numberworks agreement of \$6k pa.
  - Davies Foods (Pop n Good Popcorn) : Ongoing discussion for product and services.

Discussion by all board members regarding avenues that could be followed up.

- Pathways, Insurance, Specsavers, Police Community Sponsor, Cook St Social.
- L Lee to provide some warm contacts for M Loh.

M Loh has made contact with the majority of existing sponsors.

- Grants:
  - Grassroots declined application results in sourcing funds for salaries, a shortage of approx. \$25-\$30k.

7.25pm A Storey arrived.

With the advice of Sport Waikato the following resolutions are required to meet deadlines to submit applications to NZCT, Southern Trust, Lion Foundation and Hamilton City Council (Smarty Grants).

Moved A Storey/D Buckell THAT Waikato Badminton Association Inc. apply to NZCT for \$50,000 to assist with salaries for Chief Executive Officer and Director of Coaching. CARRIED

Moved P Hanton/K Yew THAT Waikato Badminton Association Inc. apply to The Southern Trust for \$20,000 to towards the Director of Coaching salary. CARRIED

Moved S Morgan/S Leydon-Davis THAT Waikato Badminton Association Inc. apply to The Lion Foundation for \$35,000 towards the salaries of the Chief Executive Officer and Administrator (Financial Controller). CARRIED

Moved C Leydon-Davis/L Lee THAT Waikato Badminton Association Inc. apply to the Hamilton City Council for the sum of \$3,000 towards coaching programs. CARRIED

L Foster advised that as from 31 March 2019 Hemi Edwards Bartels Ltd has been sold and the new owner Regan Brown under the name of Initiom will retain the existing staff at the same venue.

**CEO REPORT:** M Loh recorded her thanks to TJ for his assistance in the transition during the month of December. Marianne commented on the following:

- Summer League : 9 teams
- Court Hire : advertising discounted court hire on special days at \$5/hr had not been as popular as thought. The next discounted day is scheduled for Waitangi Day.
- Stadium and court hire policies have been updated and distributed.
- Pay2Play: Court bookings cancellation policy is 24 hours notice through the office. Advice particularly to clubs is to book for less courts rather than too many as the unwanted court bookings cannot be cancelled.
- Coaching : Team selection 24 February.
  - Masters : Tracey and Vinny
  - Seniors : Tracey
  - Juniors : Tracey and Vinny

A Storey questioned if an Appeals Process is in place. If one is set up should this be connected to a Selection Policy. A Storey to share some template policies with M Loh.

- Pathways for club coaching and officials availability and training are on the list of “to do” with interest already been received.
- Feasibility study. Had been distributed and M Loh thanked all for good feedback. The next step is meeting with Sport Waikato and Hamilton City Council.
- The newly appointed Eastlink Tennis Centre Manager Steve Buckmaster met with M Loh discussing the possibility of integrating administration for the Eastlink Sports to actively promote the Hub’s activities.
- Front Door : painted but requires further security measures so the door cannot be prised open. There has been suggestion to put a plate over the door handle area however this may prevent the Fire Exit door on fully opening / closing. The alternative is to explore having a brush-like structure inserted between the door gaps.
- Events: Waikato International 28-31 March 2019.
  - Volunteers : Volunteering Waikato and Waikato University to be approached. Key roles that could still be filled are team leaders in match control, line judge/umpire, hospitality areas. Team leaders must be available across all 4 days.
  - Uniforms : 60 volunteer shirts delivered, lots of 10 can be reordered with a couple of days notice. These can be sold at \$35 each, at a different colour to volunteers, and collected at the event.
  - Budget : The at-risk items were discussed and two sponsors at \$2,000 each would be desirable.
  - Corporate tables : Very hard to sell and people seem to prefer to use the stands instead of seated at tables.

- Marketing : Tickets are now available at \$15 each for 4 days. Books of 10 tickets could be sold for \$100.
- Entries : Expressions of interest from Australia, China, Japan, Singapore, USA so far.

**GENERAL BUSINESS:**

- Branding : It was agreed that the existing logo could be updated and L Lee has a mock up which he will forward.
- BNZ AGM: 24 March 2019 : closing date for any board nominations, notices of business or remits 5 pm 20 February.

There are two board member vacancies and it was suggested that WBA could nominate any person who would be suitable to represent Waikato in this capacity.

- Strategic Plan : To be discussed for review at the next meeting.
- The Board confirmed putting forward Susannah Leydon-Davis as the 4<sup>th</sup> WBA representative at Eastlink Badminton Society Committee meetings, whilst M Loh acknowledged Susannah’s appointment to the Badminton Oceania Athlete Commission.

**NEXT MEETING:** Tuesday 2 April 2019 at 7.15 pm.

There being no further business the meeting closed at 8.30 pm.

Confirmed this day .....

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Chairman