

## MINUTES OF A MEETING OF THE BADMINTON COMMITTEE OF THE WIMBLEDON RACQUETS & FITNESS CLUB HELD ON WEDNESDAY 13<sup>TH</sup> November 2019 AT 7.15PM

**PRESENT:** Ms. H. Nicolson; Mr. F. Birks; Mr. R. Debidin; Mr. S. di Nardo; Ms. K. Herrity; Mr. W. Fannin; Ms B. Marett (Membership & Development Manager).

**APOLOGIES:** Mr. R. Wheeler and Mr. K. Manro.

**122/19** **Minutes of the meeting of 9<sup>th</sup> October to be approved:** The minutes were approved, and status of action points noted.

**123/19** **Management: BM**

- a) Membership forms and payment plans: Proposed new membership application forms and membership payment plans were discussed. BM noted that, following feedback from members, the Board had decided to continue to offer annual membership payments as well as monthly direct debit. The committee agreed with this decision.
- b) Affiliations: Management is working to ensure BE affiliations required for the second instalment of the junior investment funding grant are completed, to the extended target figure, by the end of the month of November.
- c) Payment issues: Issues have been raised regarding academy juniors attending training sessions without making payment at reception. Suggestions on how to solve the issue were discussed. **Action BM:** To consult with reception staff and Head of Academy and resolve.
- d) Christmas events: BM asked about catering plans for end of year sessions and arrangements were agreed to add a social and festive element to the sessions.
- e) Disability event: A Christmas event is also planned for the disability sessions in December. Details on requirements to be provided by BM. **Action BM:** To liaise with Lorraine Brydie.
- f) Club information leaflet: HN noted that some of the information regarding regular club sessions, in the information leaflets kept at reception, needed to be updated. **Action BM:** to update information.

**124/19** **Report on Board Meeting of 6<sup>th</sup> November: HN**

- a) New Chairman: Following the resignation of Vincent Tam as Chairman of the Board of directors, Peter Friel had been elected new Chairman by the members of the Board.
- b) Membership figures: 1196.
- c) Budget: The Board is looking into areas where costs can be reduced and working on the budget for the next year. The sports committees will be expected to report with a forecast for their sections. HN had noted the BC was awaiting badminton section figures from the office and still needed some clarification on the full scope of areas included under BC budget and responsibility. This was clarified at the meeting.
- d) Membership Procedure and Policy: A new 'Membership Procedure and Policy' was proposed, including membership categories, fees, and rules for renewal and termination of memberships. HN has circulated the document to BC members prior to this meeting and noted that the policy included a suggestion of introducing a new coaching membership fee. Concerns were expressed at how this might affect some coaches, as well as recent positive efforts to build and grow our

club coaching team. Discussion ensued and it was unanimously agreed that the committee would not support this proposal if it was to include coaches working in club sessions and therefore valuable assets to the club. **Action HN:** To obtain clarification on the proposed coaching membership. **Action all BC:** To read through full document and forward any comments for the Board to HN.

- e) IT and booking system: New request system now in place for diary bookings and procedure in place for avoiding clashes with regular system bookings. Staff training courses have taken place for the Legend system.
- f) Logo presentation: Designs for a logo for the new Academy were presented, including ideas of how to develop ideas for wider club purposes. Following presentations, the Board decision was to proceed with the logo presented by Lynne Lloyd, graphic designer and parent of academy player. The Chairman of the squash committee and Head of squash have expressed interest in a similar design for the squash academy. **Action HN:** Liaise with squash section and designer.
- g) Sponsorship: a deal with Yonex is in final negotiations. Details to be confirmed.
- h) Club shop: Two of the club receptionists have been tasked with the running of the club shop.
- i) Committee working plans: Progress was noted but limited by availability of data.
- j) New Filming and Photography Policy: A new filming and photography policy was introduced (circulated to BC members) including also a parental consent form for parents.
- k) Next board meeting: The 4<sup>th</sup> December.

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#### **Development:**

- **Academy: Logo, sponsorship and junior funding:** The academy has moved to the 4 courts in the old hall due to popularity of sessions and numbers outgrowing the three courts for the purpose of the training sessions. Sessions are attracting players from other top centres and the committee is really pleased that Toby Penty has offered to assist in some sessions when available. The committee has offered Toby a complimentary club lunch on days when he assists, as he is not charging for coaching. As the academy logo is now finalised, t-shirts for the players can be ordered as soon as the sponsorship agreement is confirmed.
- **Session review and review of visitor rule for graded sessions:**
  - Visitor rule: Following suggestion by a member, HN proposed doing away with the visitor rule limiting visits of non-members to 3 visits per season in the graded sessions. Discussion ensued with some disagreement on whether it would discourage membership or could benefit the quieter sessions, by allowing players willing to pay visitors' fees in. In the end it was decided to keep the '3 visits' rule in place for the time being.
  - A session: The committee agreed to release two courts from the A session at 9pm (when numbers drop) for a trial period, but to allocate an additional tube of shuttles when the session is busy, at the discretion of the session reps. **Action BM:** To advise reception.
- **October upgrading results:**
  - C grade to C+ = 1, C+ grade to B = 3, B grade to B+ = 1, B+ grade to A = 0
- **Coaching matters and coaches display:**
  - Coach funding scheme: The committee has been part sponsoring new coaches to support the Saturday junior sessions and build the coaching team of the club. Two level 1 coaches have had their coaching course part funded, and two coaches have been invited onto the Level 2 course, to be hosted at the club in the New Year. The committee is now happy with the pool of coaches

available for club sessions and discussions ensued on making sure Saturday coaches are organised by rota according to availability. HN confirmed that Saturday coach Chris Richards has been tasked with this.

Saturday pay rates: Following previous discussions about increasing the payrates for Saturday coaches, KH had drafted a spreadsheet analysing the cost of a pay rate increase to the sessions. The members of the committee all agreed that it was a worthwhile investment. It was decided to add 50p to the charges for all Saturday junior sessions to help reduce financial loss. It was agreed to put the figures to the Board for final approval in order to implement new coaching rates from January 2020. **Action HN:** Present figures to the Board. It was agreed for HN to continue to send session data (of all main sessions) for KH to feed into spreadsheets and help produce a realistic badminton budget (**Action HN and KH**).

General pay structure: It was noted that some coaches were paid higher hourly rates than others of the same level, when coaching in the same sessions. This was reflected in invoices received. The committee agreed to set even rates for coaches of same level in each of the sessions. **Action HN:** To investigate.

New coach profiles for private coaches: HN presented a sample profile and it was agreed that SdN would have a look at whether he could make improvements to the design (**Action SdN**).

- **Safeguarding:** The new poster is up on display around the club, with all relevant details of the club welfare officer Christine Wu. The poster has also been emailed out to all the Parents of the players attending the Academy sessions, and the Head of Academy has reminded all the Academy coaches of their role and responsibilities in relation to the safeguarding of young players.
- **Badminton section finances:** Badminton section figures, detailing profits and losses, from financial year 2018/19 were discussed and analysed by the committee. It was found that some data was missing, and some was inaccurate. However, the overview was very positive with figures very healthy and significantly better than the previous year and with the new Academy sessions also showing very healthy figures in the few months running since their introduction. **Action HN:** To obtain revised spreadsheets with inaccuracies corrected.

The Veteran session was noted as the only session incurring a loss, and discussion ensued on how to address this. The committee did not consider the session to be successfully serving its intended purpose, and it was agreed to consider alternatives, including the introduction of an open session with encouragement to stay after for socials. Decision to be made at next BC meeting. **Action HN:** To speak to the session coach about the session and the potential changes being considered for the new year.

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### Tournaments and Event Planning:

- a) U19 Gold: 19/20<sup>th</sup> October. The prestigious event ran smoothly for yet another year (hosted by the club since 1977). The event was organised by Valerie Andrews (referee) and Jenny Lacey (tournament secretary), with prize money generously sponsored by The Anders Foundation again this year. The winners of this year's events were: MS: Sid Palakkal; WS: Estelle Van Leeuwen; MD: Alex Green and Nathan Moore; WD: Asmita Chaudhari and Annie Lado; XD: Alex Green and Estelle Van Leeuwen.
- b) Hiro Yamamoto report: The annual handicapped doubles tournament for club members was held on Sunday November 3<sup>rd</sup> in good spirits and with some very competitive games. The

tournament saw a good number of entries in the men's event, with 18 pairs competing, but once again struggled with entries in the ladies' event, with only 4 pairs entered. The winners of the ladies' event were Rosemary Allen and Boglarka Ujvari. The men's event was won by Anthony Tan-Lawler and Ruzza Sheikh. Winners will have their names added to the winners' board in the old hall and engraved on the Hiro Yamamoto trophies.

- c) Christmas event: To be decided. BM to consult with Board on plans for potential club event/party.
- d) BC meeting with Squash and Board: It was agreed to decide on a date in January 2020 for this meeting. **Action HN**: To communicate with Board and squash committee and suggest date to be confirmed at the December meeting.
- e) The Devlin handicapped Mixed doubles tournament: To be held Sunday 9<sup>th</sup> of February 2020. Volunteers needed to organise draw and run event. To be confirmed at the next meeting.

**127/19**      **Communication with members**: A member had reported an incident involving a safety concern. The concern had been communicated to the Board and is now believed to have been dealt with. Another member had expressed unhappiness about court allocation for junior sessions. HN has responded to the member in question and explained the reasoning behind court allocation, and the efforts made to provide a balanced programme with consideration for all sections of the membership as well as positive development of the badminton section.

**128/19**      **Confidential Matters**: A member emailing regarding a confidential matter had been referred to the Board.

**129/19**      **Additional Action points for club managers/board**: Website updating still required. Club information leaflet also. Calendar of events display to be replaced/updated. Purchase light for peg board in new hall as very dark and hard to see the names on the pegs.

**130/19**      **Any other business**: None.

The next committee meeting was set for 11<sup>th</sup> December 2019.