

WRFC MEETING OF THE BADMINTON COMMITTEE

Minutes of meeting on Wednesday 2nd June 2021 at 7.30PM

PRESENT: Ms. H. Nicolson; Ms. K. Herrity; Mr. R. Debidin; Mr. R. Wheeler, Mr. C. Richards; Mr. S. Wardell; Mr. B. Wadling (Assistant Club Manager) and Mr. M. Caley (Club employee) for items 09/21-12/21.

APOLOGIES: Mr. W. Fannin and Mr. K. Manro.

Minutes of meeting 21st April 2021: Minutes have been circulated and are pending approval by the 5th June.

09/21

Management report/update:

- a) Booking system management: Management of the regular diary bookings for the badminton session programme was discussed to ensure sessions are added to system and new staff and reception team are well informed about session programme and procedures to be in place, including the recording of shuttle usage and grading applications. MC confirmed system in place for gradings to be booked twice monthly in agreement with SW and with payment upfront.
- b) Session figures: Reliable attendance figures for individual sessions not available/documented. Overall session numbers reported growing, especially B&I and junior sessions. A financial report/breakdown for the months of April and May has been produced but not yet circulated to the committee. BW reported an overall profit, mainly from Academy programme, with other session around breaking even. **Action BW:** To email report to HN and follow up with Jackie on figures for junior shuttle usage (Sat) which was questioned by committee due to sessions using second hand shuttles.

Committee noted need for detailed monthly report on session data, including financial breakdown, in order to budget and successfully plan session programme, including court and shuttle allocations.

Adjustments to court allocation for adult graded sessions were discussed and it was agreed to reduce allocation in sessions with low attendance until numbers build, releasing courts for private play.
- c) Membership numbers: Current active members = 821. Slowly rising but promising. Some new members as well as old members re-joining. A 'one off' full one month 'taster' membership has been introduced to encourage people who may be a bit hesitant to join, but who will hopefully become permanent members.
- d) Court Utilisation: Good with badminton courts generally busy, especially during peak hours but also school bookings weekdays.
- e) Club opening times: Plans for return to earlier opening times (7am) with step 4 in place from 21st June. TBC.

- f) **Facilities:** Club shop not yet properly open but stock available from reception. Plans for shop to reopen properly but CCTV currently not working. RD noted a demand for junior rackets from Saturday juniors, but that receptionists have been unable to sell the rackets behind reception due to them not being priced up. **Action BW:** Investigate so reception can sell junior rackets. MC noted plans for setting up a website shop allowing members to buy club stock online.

No news to be reported as yet of plans to re-open the club bar/café.

10/21 **Yonex Partnership update** (Stuart Wardell): SW reported on Zoom meeting with Yonex representatives and confirmed that the partnership agreement continues for another year in accordance with existing sponsorship agreement. Yonex has requested update on membership and sessions which are back up and running. ACTION SW: Communicate information to Yonex. It was noted that due to the pandemic the club had not been able to sell all the stock from previous season.

11/21 **BE Step 4 -from June 21th -Session Planning:**

-Graded Summer Season: The committee discussed plans in preparation for the Step 4 of the 'return to play' roadmap, with no more restrictions on play. It was agreed to introduce graded summer season sessions, allowing graded members to play the grade above as well as their normal grade, from 21st June and for the duration of 11 weeks running until the start of the new winter season on 6th September 2021.

Session fees for members were agreed at £88 for the full 11 weeks, including 22 sessions. Drop-in fees £8 for members and £12 for visitors. Shuttle allocation agreed at 3 tubes per session.

Peg system to be re-introduced to help ease pressure on session reps and make sessions more enjoyable to session members. It was noted that the pegs had gone missing during the lockdown and so would need to be replaced.

ACTION MC: To set up summer sessions on system, relocate/replace pegs, and inform reception team.

ACTION HN: Draft member communication to inform members about the summer sessions.

-Junior sessions: CR noted session numbers are growing and as numbers continue to grow, additional courts may be needed for the early morning Saturday sessions (TBD). KH suggested the club should look to sell club t-shirts to the Saturday juniors to encourage sense of club identity/belonging.

-Sunday Beginners and Improvers session and Thursday morning session: Both sessions building well with numbers growing.

-Session data: The committee discussed the need for more accurate and detailed session data in order to successfully plan and develop the badminton session programme.

ACTION KH: Consult with HN on session data/information required and produce sample spreadsheet for the management team.

- 12/21 **Diary/Events:**
- Summer Teams Tournament planned for 17/18th July.
 - Surrey Masters Team Tournament planned for 28/29th August.
 - Surrey Restricted Tournament planned for 25/26th September.
- Action HN:** Consult with Joyce Wadey on plans/preparations for potential upcoming Surrey match season and Match Secretary position.
- 13/21 **AGM July 1st 2021:** Discussions in preparation for the planned AGM on July 1st. All present BC members confirmed they would like to re-stand and continue as members of the badminton committee. **ACTION HN:** Consult with BC members not present.
- 14/21 Committee Responsibilities -Updated document: A revised document from the Board/management has been circulated and some final amendments were suggested. **ACTION KH:** Add final amendments for suggestion to managers/board.
- 15/21 Confidential matters: None.
- 16/21 A.O.B: None.