



Final

Attention to:

- Members of the Executive Committee
- Members of the Technical Committee
- Members of the Youth Committee
- Members of the Audit Committee
- Active Members of WMF

Bern, November 1, 2010

Minutes of the meeting of the Executive Committee of October 8-10, 2010

Place: Hotel Welcome Inn, Holbergstrasse 1, 8302 Kloten, Switzerland

Time: Friday, 1 p.m. until Sunday, 11.30 a.m. (local time)

Present:	Kjell Henriksson, President (Chairman)	KH
	Dr. Roger Cadosch, Secretary General (Minutes)	RC
	Said Morell, Finance Manager	SM
	Willy Bauer, Media Manager	WB
	Dr. Gerhard Zimmermann, Sport Director	GZ
	Victor Condeço, Representative Europe	VC
	André Savaré, Representative Asia	AS

Absent:	Bob Detwiler, Representative USA	BD
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BREAK-OUT Session

A) Topics

- Strategy WMF 2010-2012 / discussion paper status November 2009
- Overview international sports organisations
- Report Führungsakademie
- Elections WMF 2011
- Participation of players at not-announced tournaments

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B) Strategy WMF 2010-2012

The Board discussed the strategy papers prepared by RC:

- overview international sports organisations IOC and IWGA
- strategy discussion paper
- report of the workshop with the Führungsakademie Köln (updated 1 Sept 2010)

The long, medium and short term goals are confirmed as follows:

Goals:

- long term (2020): IOC sports recognition, membership IWGA, 60 members on all continents, continental federations Africa and AUS/NZ established
- medium term (2015): active members on all continents
- short term (2012): participation in SportAccord multi-sport event

Targets and tools to consider:

- definition of target countries: focus at the moment is to bring in the registrars as members of the WMF
- organisation of adventuregolf tour to attract new countries
- existing active members: constantly keeping contact with the members, spreading information about referee and education program, support for national acknowledgement of minigolfsport as a sport
- education program
- media strategy (organising a media workshop from time to time)
- follow-up SportAccord SportsHub project
- getting new sponsors: collaboration with professional agency
- cooperation: investors, course builders, offering package for know-how transfer of basics
- bringing minigolf to the public and not waiting for the public coming to minigolf tournaments (possibility would be to organise a minigolf tour as follows: 6 lanes, 10-20 players, shopping centre)
- organising events and not just 'tournaments' → more support for local organisers (decreasing work load in tournament office, best practice transfer for side-events)

Target/goals of Board:

2011

- coming back to good budget situation
- finding projects with return-on-investment guarantee

2012

- not defined yet

Working papers:

- strategy discussion (status 1 January 2010 → to be updated after meeting)
- report of the workshop with the Führungsakademie Köln (update 1 Sept 2010)
- international sports organisations (document 21 Sept 2010)

C) Elections WMF 2011

Discussed.

Agenda

1. Greetings, establishment of the quorum, voting rights

KH welcomes in total seven Board members each having one vote. The Board has the power to decide upon every topic as the quorum required by the Statutes (Art. 25.2; minimum of four members present) of the WMF is fulfilled.

GZ proposes to change the procedure for writing the minutes (election of a writer and further board member for second signature at the beginning). Board decides to change the standing order by majority.

RC is elected as the writer of the minutes; **KH** is elected for approval of the minutes as second signatory. Each Board member who is not satisfied with the finally published version of the minutes has the right to raise objections which will be discussed during the subsequent board meeting.

2. Additional topics and approval of Agenda

Approved with additional topics.

3. Open issues from last meeting

None.

4. Minutes of the Meeting of November 14/15, 2009 in Offenbach (GER)

GZ requests several changes of the minutes. After discussions the following changes are approved by majority (changes in *italics*):

5.3.3.1 "**GZ** shall collect all updates from **YC**, **TC** and **WB** and to have new checklist ready by spring 2010 *after discussion in WMF Technical committee.*"

6.1.2. "... idea of having two "World Champions" in each category should be carefully evaluated first in order not to dilute the value of the title, *but is supported by the majority of the board and recommended to TC.*"

6.2.2 "(Asian *Open* Championships). **GZ** informs that [...] he will work with the organizer on the course approval and the official invitation *under WMF rules and obligations.*"

6.2.3 "(Americas' *Open* Championships). **GZ** informs that he will work on the official invitation *under WMF rules and obligations* with the AMSA sport director."

6.7.1 "**GZ** informs about 2009 anti-doping work *of WMF and WMF active members*".

With these changes the minutes of the meeting of November 14/15, 2009 are approved.

5. President

5.1. SportAccord

5.1.1. Delegates Conference 2011/London: participation and costs

Board decides to send Richard Gottfried and **GZ** to the SportAccord meeting 2011. Board approves the travel costs to London for both.

5.1.2. Costs IF Forum 2010/Lausanne

Board decides to take the travel and accommodation costs of **GZ** and **RC**.

5.2. Standing orders

5.2.1. Procedure for taking minutes at board meetings

Decided at 1., hereinabove.

5.2.2. Ranking of board members

Proposal to change approved.

5.2.3. Contract signatures

Proposal to change approved. Also, standing order changed (Art. 3.1):

- decision of signatory power are determined according to Art. 27 of the Statutes (cancelled: beginning of election period).

5.2.4. Distribution of copies of contracts

Board decides by majority to upload contracts on WMF intranet. **RC** states that for security reasons contracts should not be stored in the intranet. **RC** hands over data CDs to **GZ**, **VC** and **AS**.

5.3. Appointment of AZ as director

RC proposes Mrs. **AZ** to be appointed as director to give credibility for her work for the WMF since August 2009 and to meet with the obligation of the WMF Statutes for the advancement of women. However, proposal was rejected by Board by majority for general reasons (no need for a director, no need at the moment to follow obligation of advancement of women). **WB** proposes to consider other work title and to have an exchange of opinion inside the Board.

6. Secretary General / Headquarters

6.1. Member statistics

Discussed.

6.2. Registrars, applications

Discussed. Contacts from Brazil and South Africa deleted because of missing sport activities.

6.3. Overview sponsors

As of 2011, WMF has 11 gold sponsors plus 3 silver sponsors.

Procedure/deadlines for production of equipment, publications, invitations and ranking lists:

- for sponsor wall: 31 January
- for printed material: changed for next issue
- for invitations: 31 January
- for ranking list: 31 January and ~~31 October~~ 30 September

RC shall offer discounts for services which cannot be completed because of missed deadlines. **RC** shall get in touch with Golfito Mexico for gold sponsoring.

6.4. Categories for course suppliers (request GZ)

RC proposes the list of suppliers offering minigolf courses with amended wording. Wording (with amendments) approved.

GZ proposes in addition to separate the companies listed into:

- "old" companies with track-record
- "new" companies without track-record

Proposal rejected. Instead, a recommendation letter shall be used.

Conditions for recommendation letters:

- recommendation letter is dated, added a list of finally approved courses
- charges: no for gold sponsors; € 250.- for silver sponsors; € 500.- for other companies
- recommendation letters issued by sport director

for

for

6.5. Approved golf balls, approval of deviation from regulation 3.4 (lump-sum payment)

GZ submitted a proposal to have a single solution for golf ball produced for AC 2010 (€ 0.50 per golf balls). Proposal approved.

6.6. Contracts championships organisers

6.6.1. Procedure for payments to organizers

Board recommends to have a standard procedure to solve existing communication problems. A standard form shall contain the following information:

- containing number of participants (prepared by responsible sport director)
- list of countries who did not pay (prepared by finance manager)
- information regarding payments to organiser on location (prepared by organiser and checked by finance manager)
- complete bank account data (prepared by responsible sport director)
- sponsorship declaration (lump-sum or percentage; prepared by organiser and checked by finance manager)
- confirmation about final number of participants (prepared by responsible sport director)

The responsibility to complete the form is with the responsible sport director. The completed form is sent to the finance manager.

GZ informs the TC about the additional issues decided regarding the standard information.

RC shall include the bank account details (number and owner of bank account) into the standard contract.

6.7. Delegates Conference 2011

6.7.1. Update statutes at DC 2011 (definition of majority)

RC shall prepare an example for calculation of votes during elections.

Fee catalogue shall be updated regarding fees paid to continental federations.

6.7.2. Job description for officials

RC presents the working paper regarding description of skills and requirements of positions. Paper is not discussed as it is an internal document.

6.7.3. Give-aways (proposals)

Board decides not to produce give-aways for DC 2011.

7. **Sport Director / Sport Office**

7.1. Follow-up international championships 2010

7.1.1. Feedback forms for championships (GZ / WB)

Idea was to have a one-page feedback form completed and not the complete official checklist. **WB** confirms the need for a feedback right after championships. **WB** will send out the feedback form to the Organizer.

7.1.2. YNC/YWC Sochi/RUS

YC will meet during the November 2010.

7.1.3. Asian Open Championships Kunming/China

GZ informs about the current status. Board agrees that **GZ** shall be the official representative of the WMF.

7.1.4. Americas' Championships/North Myrtle Beach

GZ informs about the difficult discussion with the organiser. Finally, the championships had to be cancelled.

7.2. Championships 2011

7.2.1. YNC and YEC (Natuans/Italy)

GZ informs about status; preparations are running.

7.2.2. NC and WC (Stockholm/Sweden)

GZ informs about status; preparations are running.

7.2.3. SNC and SEC (Künzell/Germany)

GZ informs about status; preparations are running.

7.2.4. E-Cup (Vergiate/Italy)

GZ informs about status; preparations are running.

7.3. Championships 2012 and subsequent years

7.3.1. Candidates

GZ informs about possibility to organise a championship in Monaco in 2015 (support by Monte Carlo media). In April 2011 decisions regarding financing of event will be taken.

7.3.2. Approval of applications

No decisions to be taken.

7.4. Participation at other multi-sport events

GZ informs about status of target games. Currently, SportAccord is waiting for the feedback of the combat games. Thereafter, further steps will be taken.

7.5. WMF anti-doping strategy – status

7.5.1. Anti-doping work

GZ informs about the recent development of the anti-doping work in the WMF and the WMF members.

Tests performed in 2010: 12 in-competition tests (Predazzo/Vienna); 10 out of competitions tests. Questionnaire requested by WADA handed in recently. **GZ** handed over the whereabouts testing to anti-doping office; next is to organise the IRTP for 2011.

The complete board was educated intensively regarding the most important facts of anti-doping fight.

7.5.2. Update legal order

GZ informs about the status and the support offered by SportAccord for expert groups.

7.5.3. Right/duties transfer from AMSA/AMF to the WMF

GZ informs about the status of the right transfer.

7.6. Tournament software

GZ informs about the status. The developer is currently working on a mobile scoring system. Upgraded BA software use would result in total expected additional costs per year of € 1,200.-. Contract needs to be amended. Board decides by majority to proceed with the testing and the contract. If everything is ok € 1,200.- for 2010 can be paid out of the budget for championships equipment.

7.7. General issues Technical Committee

7.7.1. Situation Adventuregolf

GZ informs about development in China, USA, UK and CZE.

2011 a World Adventuregolf Master shall be organised in UK. In 2012, maybe a world tour can be organised under the umbrella of the WMF and organised by local organisers.

7.7.2. Topics from TC meeting January 2010

7.7.2.1. Responsibilities in case legal guardians are missing during WMF/EMF events (Topic 3.3 TC)

GZ recalls the situation which happened in Waldshut in 2009 (legal guardian disappeared for some days). Such situation cannot be solved in a general way but must be solved on a case-by-case basis. Guidelines are:

- contacting the national federation;
- contacting the embassy.

7.7.2.2. Amendments checklist for international championships (Topic 10 TC)

GZ informs about the idea to split the checklist into different chapters. Board sees no need for a split. If other board members (e.g. media manager) are at the location that official should take over the media part. In other cases the sport director present during the championships shall be responsible for all tasks on WMF side on the list.

7.8. Education and development projects

GZ informs about three projects:

- help by Swiss coach for France and UK during EC Predazzo. Offers to teams will be placed again for 2011;
- education for Latvia offered and performed by Jan Strandberg;
- referee education for player from Poland during ECup Vienna.

7.9. Course approval

GZ informs about problem of a WMF gold sponsor for course approval in CZE and the recent discussions. **RC** expects this problem to be solved in a fast way to show that WMF is handling such actual problems with member nations. Board asks TC to clarify the dispute regarding surface and obstacle and to communicate the statement to the parties soon.

7.10. Other

GZ informs that for 2011 TC will - based on the recent discussions (during EMF Board meeting, EMF Delegates Conference, WMF Board meeting) - work on two titles at championships.

8. Finances

8.1. Audit report 2007 + 2008; financial statements 2009 + draft 2010

Audit report 2007/2008 has meanwhile been issued and distributed to the member nations. The Auditors confirm that the financial statements 2007 + 2008 are correct and that no funds are missing.

SM informs about the financials **2009**; the result is a loss of € 25,697.- which was expected (however, approx. € 6,000.- better than the budget).

The draft financials **2010** as per 6 Oct 2010 are presented. Several questions raised discussed. Board remarks that costs for sponsor wall was not included in the budget but booked on account 5561. The draft financials currently show that the spendings are inside the budget.

The audit of the accounts 2009 and 2010 will be performed in spring 2011 in Gothenburg.

8.2. Outstanding income

SM informs about outstanding income.

8.3. Budget checks 2010, 2011

To be added for 2011:

- € 1,260.- in case of negotiations regarding BA software upgrade (account 5572)
- € 1,500.- for sponsor wall (new account 5573; amendment of standing order, page 12/2.8.3 costs are approved by media manager)

8.4. Financial support of member nations for projects

8.4.1. Project Austria (minigolf with disabled children)

WB informs about the project "minigolf with disabled children" and the background (work for social responsibility of WMF). Board supports the project with € 524.- and asks Austrian federation for a report of this project. To be paid out after winter and spring edition 2011. **WB** informs Austria about the decision. Such project shall be spread as a WMF project to the members.

8.4.2. Project Czech Republic (joint league CZE-SVK)

SM informs about the project of the joint league. Board decides by majority to support the project with € 500.-. WMF Board does not support sports tournament but education (referee education part) is supported. To be paid out after the project is done and a report submitted. **RC** informs applicant about decision.

8.4.3. Project Italy (maximinigolf)

WB informs about the project "maximinigolf". Board decides to support a new edition of the project with € 1,000.- with the following conditions:

- documentation to be translated into English language that it can be spread to members, and
- agreement between FIGSP and WMF that the material can be used for other members on a non-exclusive way without any copyright protection.

To be paid out after the conditions are met and a report submitted. **RC** informs applicant about decision.

8.4.4. Amendment of frames to support member projects

After some years of experience with applications for support Board decides about update of general guidelines for support for member projects:

- preference is given for projects which bring new people to minigolf sport;
- educational parts of a project can be supported.

8.5. Distribution of ball homologation income to member nations

RC informs about the distribution of income for 2010 to member nations. **GZ** raises the issue that the income for 2008 has not been paid out yet. After discussions and investigations of **SM** he confirms that the distribution for 2008 has not been paid out. This payment will be made in 2011 together with the rest of the payment for 2010. No estimation for 2011 to be prepared beginning of 2011. In future the effective income will be paid out the year later.

The spreadsheet of 24 Sept 2010 is approved.

8.6. Joint-signatory power for bank accounts (status)

KH recalls the decisions of the board in 2009 and proposes not to change the process which is still handled now (single authority on bank accounts for **SM**). **WB** recalls the reasons behind the decisions made in August 2009 and confirmed in November 2009. The Board decides by majority the following:

- to approve single authority of finance manager to bank accounts;
- to appoint a second board member having access to bank account balances and checking the balances regularly. **KH** is appointed for this duty.

RC states that such a process is not state-of-the-art in any organisation and does not prohibit a loss of funds by criminal acts (e.g. defalcation); only a joint-signatory power over bank accounts is a more safe solution limiting the organisational responsibility of the members of the Executive Committee.

SM informs that he considers to close the bank account opened with a third bank during the financial crisis.

Standing order changed (Art. 3.2):

- single signatory power for finance manager

- joint-signatory power for president and secretary general

9. Media and Marketing

9.1. Feedback Media&Marketing workshop March 2010/Vienna

WB informs about the workshop.

9.2. Status SportsHub project

WB informs about the status. The problem is usually the copyright for music used.

9.3. Restricted area WMF Website

GZ informs that the area is established and that the access data have been spread to the Board. Central documents of interest to total board shall be uploaded by the board members. The documents should be kept in actual version.

9.4. Marketing manual for organisers

WB informs that the manual (recommendation, best-practice examples) is still in process.

9.5. Summary media work

WB informs:

- he started the WMF media work two years ago at almost zero – now 50% of the work is done;
- media group is composed of **WB**, Richard Gottfried and Reinhard Neitzke (newly elected EMF media manager);
- that Richard as member of the media committee and native English speaker is a great help to the group;
- that he is available for projects in future.

10. Continental Federations

10.1. Report Asia (André Savaré)

AS informs about current issues of the AMF:

- difficult communication between Asian countries
- Statutes package lost two times
- foreseen Delegates Conference of the AMF
- Asia Open Championships 2010 to take place in Kunming/China
- Application of Thailand for AC 2012

10.2. Report Americas (Bob Detwiler)

Not present.

10.3. Report Europe (Victor Condeço)

VC informs about current issues of EMF:

- the Delegates Conference which took place in August in Predazzo/ITA
- the establishment of the work of the Board in November 2010
- the discussion regarding having two champions in future

11. Various

None.

12. Next Meeting

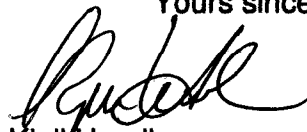
12-13 March 2011 Saturday 1 p.m. until Sunday 3 p.m. on in SUI-Kloten.



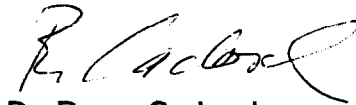
13. Allowances for expenses

1,5 allowances (2,5 for VC).

Yours sincerely



Kjell Henriksson
President



Dr. Roger Cadosch
Secretary General

Attachments:

- strategy discussion paper
- working paper: international sports organisations
- working paper: report Führungsakademie 2008 (updated after discussion winter 2008)