

**MINUTES OF MEETING OF THE BOARD OF MANAGEMENT OF AUCKLAND BOWLS INC
HELD AT MT EDEN BOWLING CLUB
On Monday 21th January at 2.00pm**

Present: Bruce Anderson (BA) - Chair, Jill Fraser (JF), Murray Dorreen (MD), Helen Blick (HB), Esther Eu (EE), Graeme Scott (GS); Phil Vyver (PV),

Apologies: Michael Feek (MF)

[Minutes of the Previous Monthly Board Meeting held on 17th December 2018](#)

The minutes of the Board meeting held on **17th December** were approved as a true and accurate record.
(GS/JF – unanimous)

Matters arising from the minutes:

- Glen Eden survey and results still to be submitted
- Avondale Judicial – hearing was held just prior to Christmas and we are now awaiting the decision of the committee. Expected early February.

[Correspondence](#)

Inwards and outwards tabled.

Matters arising:

- Mt Eden rent adjustment is a CPI adjustment in line with the agreement (1.9%).
- A discussion was held on candidates for potential life membership of Auckland Bowls.

It was moved that the inwards correspondence be received and the outwards approved.
(BA / MD – unanimous)

[Finance Report](#)

General Review of accounts held with the following points noted:

- Balance Sheet
 - o AR and AP – AR relate largely to Avondale. Okahu Bay was still to pay at the end of December but that was been paid in January. AP is back to normal levels with payment of Member Fees to Bowls NZ.
 - o Auckland Bowls Term Deposits – a TD matured which has been used to pay debt.
 - o Rawhiti – an initial payment has been made to Remuera for the covered green. The Rawhiti Grant fund continues to grow with regular interest payments.
- Profit and Loss
 - o Need to invoice College Sport.
 - o Staff costs – check the difference with Rawhiti. Consider separate figure for Rawhiti. PV investigate and ensure wages are being placed in the appropriate area – Rawhiti or Auckland Bowls.
 - o Event budget discussed. Reduced income driven by lower than expected numbers.

Moved... That the financial report be received and accepted **(GS / BA – unanimous)**

Events and Operations Report

Matters Arising:

- 242 Mixed Pairs – need to consider time of year as part of the review. Entry numbers are significantly down this season.
- Nationals – PV to ensure that Auckland Bowls views are expressed to Bowls NZ through the debrief process.

Moved... That the events and operations report be received and accepted **(JF / GS – unanimous)**

Marketing report

The report was received and noted. A full report will be submitted next month.

Matters Arising:

- Database – slow progress acknowledged. Need a better understanding of what the issues are and therefore whether or not our stated plan is likely to be achieved or needs adjustment.
- Have a go day – report noted and accepted.
- Brand strategy – it was agreed that the brand statements from the 2017-18 plan need to be reintroduced into the new 2019-20 plan. Unsure why they have been removed in the current year.

(BA / GS – unanimous)

Moved... That the marketing report be received and accepted

(MD / GS – unanimous)

Club Support Report

Matters Arising:

- Following discussion, it was agreed to delay any new Club Development Agreements until the review that is currently underway is completed. It was agreed that the review should be completed by the end of March with an initial draft presented to the Board at the February meeting. Furthermore, any discussions with clubs about a Club Development Agreement that are already underway should continue so as to not significantly delay the sign off of new agreements.

(BA / MD – unanimous)

Moved... That the club support report be received and accepted

(BA / HB – unanimous)

BWCT

Matters Arising:

- Trident lease confirmed for another 2 years which should result in BWCT remaining with this site throughout this period.

Moved... That the BWCT report be received and accepted.

(JF / GS – unanimous)

Presidents Report

Matters Arising:

- Nationals – overall very well run.
- Good improvement overall in the coverage of bowls in the media, although some still see room for significant improvement.
- A discussion was held on new ways to get people into clubs with some still seeing the perception of it only being for older people.

Health and Safety Report

No matters arising.

General Items for Discussion

Avondale:

A report has been received from the Planners which has now been passed on to the Valuer. An independent valuation will now be completed.

It was agreed that once the valuation is received a recommendation to the Board should be made on the next steps to take.

Coaching Plan:

Overall the plan was well received with the following comments / changes suggested:

- Should be noted as a “simple” game rather than a “complex” game
- The goals should be tightened up:
 - o 1. Can set a number of coaches to be trained based on the number required in each of the CDA's.
 - o 2. OK as is
 - o 3. Delete this goal
 - o 4. Ok as is
 - o 5. Ok as is
 - o 6. Ok as is.
- PV and EE now need to give further consideration to the report and the resources required to implement the plan

(HB / GS – unanimous)

Date Changes:

The following meeting changes were agreed:

- July Board Meeting – 15 July
- AGM – 31st July
- PV and BA meeting – 8th July

(BA / HB – unanimous)

Strategic Plan and Planning Day:

Vision – a discussion was held on the current Vision Statement and whether any changes should be made. It was agreed that the suggested vision should be – “more people enjoying bowls more often”

Purpose – a discussion was held on the current Purpose Statement and potential changes. It was agreed that the suggested Purpose should be – “lead and grow the sport of bowls in Auckland”

Values have previously been agreed.

It was agreed that PV should give further consideration to the above suggestions with a final discussion and decision to be made at the Board planning day on the 13th February.

The five pillars of the Strategic Plan were reconfirmed with PV to tighten the wording on each.

Board Planning Day Agenda:

- It was agreed that a presentation from 3 clubs to start the day would be appropriate. It was agreed to invite Pt Chevalier, St Heliers and Balmoral to present. PV to arrange.
- PV to tighten up the agenda to allow more time for the 21 strategic measures to be discussed.

In-Committee Discussion

The Board then went in-committee to discuss confidential matters.

The Board came out of the “in-committee” discussion.

General Business:

Women’s Representative Survey – PV apologised for the delay and stated it will go out this week. HB to provide a list of email contacts.

JF – requested that Board members be notified of any deaths that the office is made aware of.

The Next Meeting will be held:

Board Planning day – Wednesday 13th February 2019 starting at 9.30am.

Followed by:

Monday 18th February 2019 at 1pm.

With no further business, the meeting closed at 4.45pm

Signed Chairman _____

Date _____