

**MINUTES OF MEETING OF THE BOARD OF MANAGEMENT OF AUCKLAND BOWLS INC  
HELD AT MT EDEN BOWLING CLUB  
On Monday 2<sup>nd</sup> December at 1.00pm**

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**Present:** Jill Fraser (JF), Helen Blick (HB), Michael Feek (MF) – Acting Chair  
Murray Dorreen (MD), Greame Scott (GS), Steven Yates (SY), Bruce Anderson (BA), Esther Eu (EE).

**Apologies:** Nil

**Phil Taylor – Bridge Park and Potential Board Member**

Phil attended the Board Meeting as a guest to introduce himself to the ABI Board. Phil gave the Board a very strong insight into his financial background with various employment positions with Coopers & Lybrand in Australia and subsequent business ventures. He is currently the Treasurer at Bridge Park Bowling Club. Phil asked some questions of the Board and enquired as to the liability and professional indemnity insurance that ABI has for its Board Members. SY to provide this to Phil.

Motion was moved for Phil Taylor to be Co-Opted on to the ABI Board and join in January 2020.

**(HB/JF – unanimous)**

**Minutes of the Previous Monthly Board Meeting held on 21<sup>st</sup> October 2019**

The minutes of the Board Meeting held on 21<sup>st</sup> October 2019 were approved as true and correct.

**(GS/JF – unanimous)**

**Matters arising from the minutes of 21<sup>st</sup> October 2019:**

HB and SY still to visit Ellerslie Bowling Club.

Inwards and Outwards Correspondence received and approved.

**(MF/MD – unanimous)**

**Finance Reports**

Reports received.

Minutes of Finance Committee received.

Discussion on Financials Deferred to Board Only meeting being held after Board Meeting. MF to take minutes and provide to SY for distribution.

**Events and Operations Report**

Meeting with Operations Committee held Friday 1<sup>st</sup> November 2019 and minutes produced.

There were no items for Board discussion or decision.

***(Minutes Received and Accepted JF and 2<sup>nd</sup> MD) Unanimous***

**Re-Branding & Marketing report**

Option 3 for Branding of Company Vehicles was approved subject to NO branding being on bowls.

*(Moved MF and 2<sup>nd</sup> GS) Majority  
(EE & HB Against)*

### Club Database

SY to discuss with Bowls Wellington to evaluate their database system.

### Club Development Report

SC presented summary of recent CDA's approved and also further development within clubs.

Glen Eden Bowling Club possibility of Covered Green Facility. SC and SY to continue discussions with club.

Further to recent employment of CDO at St Heliers it was moved that either ABI CDM or GM to be party to discussions with club prior to employment offer/appointment

*(Moved HB and 2<sup>nd</sup> BA) Unanimous*

Governance Leadership for Clubs – SC to provide a Budget, Business and Outcome paper for Board Consideration.

SC to provide solutions to problems/issues presented in Club Development Report. SY to provide guidance.

*(CDR Received and Accepted EE and 2<sup>nd</sup> JF) Unanimous*

### Presidents Report

Presidents Report received.

Bowls3Five Feedback shared with Board.

*(Moved MF and 2<sup>nd</sup> MD) Unanimous*

### Annual Operational Plan 2019-2020

SY provided a final draft copy for discussion and approval.

Remove Heading of "Plan being inherited by previous GM"

List \$ amount and number of Sponsorship agreements signed in Outcomes column

In Section 5 List more outcomes and actions

Suggest to put Strategic Plan Outcomes before Annual Operational Plan

*(Moved MF and 2<sup>nd</sup> JF) Unanimous*

### Key Items for Discussion/Decision

**Auckland Bowls/Bowls NZ Pro League** – Overall the Concept for Auckland Bowls to be partners with Bowls NZ to produce televised Pro League was accepted by the Board subject to the following queries and clarification:

1. Clarification of Revenue Surplus after costs deducted
2. What are the true operational costs to ABI – No surprises
3. Provide Best Estimated Budget of Income v Costs.

Bowls NZ Board have approved concept.

SY to discuss with Mark Cameron and supply clarification of the above for Board Decision.

*(Moved MF and 2<sup>nd</sup> GS) Unanimous*

**Avondale Bowling Club** – SY to produce Paper for Board regarding proposed use of Avondale Sales Funds for Unified Approach. SY to present at next Board Meeting.

*(Moved BA and 2<sup>nd</sup> GS) Unanimous*

**Remuera Bowling Club** – SY to discuss agreed Charge Basis for usage of Covered Green Facility.

*(Moved BA and 2<sup>nd</sup> MF) Unanimous*

**Expenses for Rep Selectors/Managers** – 2 x \$50 vouchers to be provided to all Selectors/Coaches/Managers as token of appreciation from ABI Board for time volunteered and expenses incurred. GM to purchase vouchers and cards (1 x voucher now and 1 x voucher at end of season) and get Board to sign. Vouchers and Cards to be coded to HP expenses.

*(Moved HB and 2<sup>nd</sup> BA) Unanimous*

**Board Agenda and Action List** – Appendix 15 approved and adopted.

*(Moved BA and 2<sup>nd</sup> MF) Unanimous*

**Waiheke Bowling Club Pairs Tournament** – In recognition for sponsorship provided by Fullers for travel for Lisa Prideaux an Invitational Pairs Tournament will be held at Waiheke in March 2020. COP to be discussed and determined.

*(Moved HB and 2<sup>nd</sup> JF) Unanimous*

**Regulations Documents** – Both documents presented were approved and adopted.

*(Moved BA and 2<sup>nd</sup> GS) Unanimous*

**Governance Document** – Appendix 18 received.

*(Moved MF and 2<sup>nd</sup> MD) Unanimous*

**Future Finance Meeting** – SY to arrange meeting in New Year between BWCT, Rawhiti and Kimberley Exec's to discuss future finance of ABI

**BWCT Grant** – GM to apply for \$100k from BWCT for Admin and Operational Costs for 2020 Financial Year

*(Moved MF and 2<sup>nd</sup> GS) Unanimous*

### General Business:

Items deferred to next Board Meeting

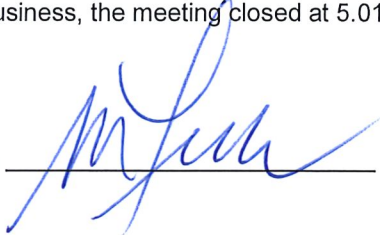
*(Moved MF and 2<sup>nd</sup> GS) Unanimous*

**The Next Meeting will be held:**

Monday 16th December 2019 at 1.00pm.

With no further business, the meeting closed at 5.01pm with a Board Only Meeting to be held.

Signed Chairman

A handwritten signature in blue ink, appearing to be 'M. J. ...', written over a horizontal line.

Date

16-12-19