



# minutes

## **Auckland Bowls Inc**

Friday 12 March 2021 1.00 pm  
Auckland Bowls Offices  
17 Stokes Road  
Mt Eden  
Board Room

### **PRESENT**

Michael Feek (Chairman)  
Helen Blick  
Ian Dee

David Ball (*General Manager and Board member*)  
John Ross

### **IN ATTENDANCE**

Wendy Brown  
*Board Secretary*

*Meeting started at 1.05 pm.*

The Chair welcomed Ian Dee (ID) to his first board, noting his business experience. The Board looked forward to working with Ian.

## **1. Apologies**

Greame Scott

Moved: Michael Feek  
Second David Ball

## **2. Board of Management Business**

### **2.1 Minutes of Auckland Bowls Inc Board meeting held on 28 January 2021.**

#### ***Recommendations***

***That the Minutes of Auckland Bowls Inc Board meeting held on 28 January 2021 to be confirmed as a true and correct record.***

Moved: Helen Blick

Seconded: John Ross

*Motion Carried*

***Minutes of meeting of the Board of Auckland Bowls Inc held via email correspondence 18 February 2021 to be confirmed as a true and correct record.***

Moved: Ian Dee

Seconded: Helen Blick

*Motion Carried*

## **2.2 Corrections to Minutes**

Nil

## **2.3 Matters Arising**

Nil

## **2.4 Action Register**

DB went through the register with updates given and noted. Refer Action Register.

## **2.5 Correspondence Inwards (refer Agenda)**

DB gave an overview of inwards and outwards correspondence and any relevant actions required. DB responded to queries from the Board.

The Board discussed the email from Chris Lander, Bowls NZ and agreed on the following responses.

### **Tournament Travel Equalization**

**NO** – we are happy with the status quo; i.e., each Centre is responsible for its own travel/accommodation costs relating to the National Intercentre and National Interclub Sevens tournaments.

### **Clearance certificate**

**\*NO** – we wish to retain the current clearance certificate process.

Noting Board majority vote due to not in favour of clause 2.

### **Club Affiliation Model**

The Board agreed that the model was going to be reviewed and a decision made, noting point 1 we haven't adopted and points 2 and 3 are not yet determined.

## **Champion of Champions**

2/3 split by the Board in favour of Open Champion.

## **2.6 Correspondence Outwards (refer Agenda)**

*That Auckland Bowls Inc receives inwards Correspondence and approves Outwards Correspondence.*

Moved: David Ball  
Seconded: Ian Dee

*Motion Carried*

## **2.7 Finance Reports**

- 2.7.1 Minutes of Finance Sub Committee meeting held on 22 February 2021
- 2.7.2 Balance Sheet Report as at 31 January 2021.
- 2.7.3 Profit & Loss Report for the month ended January 2021.
- 2.7.4 Year End Forecast – FY21

DB went through the reports, highlighted key points, and answered queries raised.

DB highlighted that the Finance Committee Minutes were yet to be approved by the Finance Committee, sent out and no amendments received yet.

### ***Recommendations***

*That Auckland Bowls Inc receives the Finance Reports ended 31 January 2021.*

Moved: Michael Feek  
Seconded: John Ross

*Motion Carried*

## **2.8 Events and Operations Report**

- 2.8.1 Minutes of the Operations Committee of Auckland Bowls Inc. meeting held on 29 January 2021

Helen Blick (HB) highlighted key points, discussion was held, updates and queries were responded to.

Another meeting was held on 9 March with those minutes to be presented at the next Board meeting.

### ***Recommendations***

*That the Auckland Bowls Board receives the Minutes of the Operations Committee meeting held on 29 January 2021.*

Moved: Michael Feek  
Seconded: John Ross

*Motion Carried*

## **2.9 Club Development Report**

DB tabled the report, highlighting key points and noting the facilities enhancements underway.

Discussion held and the Board's queries were responded to.

### ***Recommendation:***

***That the Auckland Bowls Board receives the Club Development report.***

Moved: Helen Blick  
Seconded: David Ball

*Motion carried*

## **2.10 President Report (verbal update)**

No report.

## **3. Key Items for Decision**

Nil

## **4. Key Items for Information or Discussion**

### **4.1 Health and Safety Report**

Report noted and confirmed no incidences to report for January & February 2021.

DB advised that a new template would be created for umpires to fill out and sign off for each centre event held, and forward to Auckland Bowls office.

### **4.2 Financial Procedures and Controls update and recommendations.**

DB spoke on the process, which previously included asking the Board to provide feedback when the document was tabled at the last Board meeting in January.

The Finance committee agreed they would review and collate all documents into one document moving forward. It was noted that all essential processes had been implemented.

#### 4.3 Strategic Plan update/Operational Plan

Refer Action Register.

#### 4.4 Auckland Bowls Board – secondment

DB gave an overview of options. Board held a discussion, which included the recruitment process.

***Recommendations:***

***That Auckland Bowls Board begin a formal recruitment process for the current Independent Director vacancies.***

***That Auckland Bowls Board defer the appointment of any board members to fill the casual vacancies until the AGM.***

Moved: Helen Blick  
Seconded: Michael Feek

Motion Carried

#### 4.5 Blue Water Trustee Committee

Due to a recent resignation discussion was held on current trustees, noting the Board appoint the trustees.

The Board agreed on a suitable candidate to appoint as the Blue Water Trustees Chair.

**Recommendations:**

***That the General Manager approach the suitable candidate and discuss the Board's request to appoint.***

Moved: Michael Feek  
Seconded: John Ross

Motion carried.

***That the General Manager contact suitable people to gauge expressions of interest to be appointed as a Blue Water Trustee committee member.***

Moved: Michael Feek  
Seconded: Ian Dee

Motion carried.

#### **4.7 Auckland Bowls Incorporated – Name Change**

DB tabled the paper and highlighted the identified costs, noting there were no resources currently to undertake the exercise.

Discussion was held and it was agreed to put on hold.

##### ***Recommendation:***

***That Auckland Bowls Board defer proposal to change the name of Auckland Bowls to Bowls Auckland.***

Moved: Michael Feek  
Seconded: John Ross

Motion carried.

### **5 General Business:**

#### **5.1 Rawhiti Committee appointment**

##### ***Recommendation***

***That Auckland Bowls Board appoint John Ross to the Rawhiti Committee.***

Moved: Michael Feek  
Seconded: Helen Blick

Motion carried

#### **5.2 Finance Committee appointment**

***That the Auckland Bowls Board appoint Ian Dee to the Finance Committee.***

##### ***Recommendation***

Moved: Michael Feek  
Seconded: John Ross

#### **Ellerslie Update**

Update given and discussion held on next steps on how ABI can assist.

#### **Resignation Esther Eu)**

The Chair advised the Board that Esther Eu had resigned from the Board and also from the Finance Sub-Committee and the Rawhiti Committee.

## 1 – 5 Representative squad for 14 March 2021

DB tabled the email with the selected players and the Board gave their support.

### ***Recommendation***

***That the Auckland Bowls Board approves the 1- 5 squad selected by the selector***

Moved: Michael Feek

Seconded: John Ross

Motion carried.

## 5.3 AGM

MF went over the process for this year's AGM, noting AGM notices needed to go out by 1 April 2021.

### ***Recommendation:***

***That Auckland Bowls Board approves the AGM to be held 31 July 2021 at Mt Eden Bowling Club at 10.00 am.***

Moved Michael Feek

Seconded: Helen Blick.

Motion carried

## 5.4 Residency clause if playing in Auckland

Discussion held on whether this clause should be implemented. After careful consideration, the Board were not in favour.

## 5.5 Database – census return

DB gave the Board an overview on the membership census sent from Bowls Auckland direct to all the clubs in Auckland.

Discussion held on having a co-ordinated approach to ensure clubs can engage.

MF confirmed to abide by the incorporated societies act we are required to have the full details of members and contact details.

Further discussion was held and agreed the current form that was circulated needed to be reviewed.

## 5.6 Governance Direction

DB spoke about the strategic direction and what areas could be included as part of the strategic plan. DB would like to look at youth, club support, and development.

It was agreed that after the Auckland Bowls team had held their planning day the Board would look at the Strategic plan. Moving forward the focus for the board would include a Strategic Plan discussion.

**5.7 Conflict of Interest Register**

To be incorporated into the Agenda at the next Board Meeting

*The next Board meeting will be held Tuesday 27 April 2021 at 1.00 pm*

*With no further business, the meeting closed at 5.12 pm.*

Chairperson.....

Date.....*27-3-21*