

CONFIRMED MINUTES

BOWLS AUCKLAND BOARD MEETING - DECEMBER 2023

At the **Bowls Auckland Board Meeting - February 2024** on **12 Feb 2024** these minutes were confirmed as presented.

Name:	Bowls Auckland
Date:	Monday, 18 December 2023
Time:	1:00 pm to 2:00 pm (NZDT)
Location:	Default Location, 17 Stokes Road, Mount Eden, Auckland, New Zealand
Board Members:	Ian Dee (Chair), Craig Pryor, Greame Scott , Helen Blick , John Ross , Michael Feek , Rikki Swannell
Attendees:	Dean Bartlett, Wendy Brown

1. Opening Meeting

1.1 Apologies

NA

1.2 Confirm Minutes

Bowls Auckland - Board Meeting - November 2023 27 Nov 2023, the minutes were confirmed as presented.



Board Meeting Minutes

That the Bowls Auckland Board approves the Minutes of the meeting held on 27 November 2023.

Decision Date: 18 Dec 2023
Mover: Rikki Swannell
Seconder: John Ross
Outcome: Approved

1.3 Matters Arising

Taken as read.

1.4 Interests Register

1.5 Health & Safety Report

The CEO confirmed there were no incidences to report for the month of November.



Health & Safety Report

That the Bowls Auckland Board approves the Health & Safety Report.

Decision Date: 18 Dec 2023
Mover: Craig Pryor
Seconder: Rikki Swannell
Outcome: Approved

2. Board Annual Work Plan

2.1 2024 Work Plan

The first Board meeting for 2024 moved from 19 to 12 February.

3. Management Reports

3.1 CEO Report

The paper was taken as read and the CEO gave an update on key points.

Pakuranga Bowling Club - Lloyd Elsmore Community Hub (LECH)

The LECH had their AGM on 27 November (of which the Pakuranga Bowling Club are a member of). Within the current concept plan it contains an extension of the existing building, provision for a covered green, and has two further greens that are tagged as 'reserved for future development'. The precinct includes provision for table tennis, tennis, gymnastics, and lawn bowls.

Auckland Council and the Howick Local Board are leading the project, and it is believed the majority of the funding will come from Council's Facility Investment Fund.

Bowls Auckland supports the project, and strongly encourages the bowling club to ensure there is provision for at least two greens (one covered, and one outdoor) to future proof the facilities for bowls needs.

In response to the President's query on membership of the club, the CEO confirmed 48 full playing members.

Club Leaders Program

The Program involves three different tiers, with their respective target audiences to fit a club's structure, and needs. This includes Governance, Operational and Club Managers.

The entire program is now underway, with all tiers having at least one meeting. The next meeting is for Club Leaders - Governance on 30 January.

Attendance has encouraging with 32 clubs attending at least one session.

Bowls Hub

There has been a 272% increase in full profiles in our Centre so far this year (now 684).

As per the adoption plan, it is now mandatory for anyone to enter a Centre Event that they must have a full profile.

The next step in the plan is to continue to assist clubs to onboard the platform as their chosen database management system, therefore capturing those members who may not enter Centre Events.

Coaching Strategy

Hosted a Coaching Strategy consultation workshop with key stakeholders in late November. Amendments as discussed have been made, and the next step is to announce the Strategy to the public, and then begin the delivery plan.

In addition, it is planned that a proposal will be presented to the Auckland Bowling Coaching Association in February.

Performance Program

Far North and Thames Valley have withdrawn from the Premier Development Octagonal in March. An invite has gone out to other centres to fill the now vacant spots.

The Working Group continues their role and are narrowing in on a recommendation for the 2024/25 calendar including more octagonal tournaments. It is planned that this will be presented to the Board in March 2024.

Marketing and Events

Bowls Auckland are currently collaborating with the Alternative Commentary Collective and Movember to deliver the inaugural 'Super Bowl'. This tournament will be an extension of the Twilight Campaign and focus on connecting new people to bowls, raising the awareness of bowls, and continuing to evolve the perception.

Financial Strategy Working Group

Have had initial discussions with Bayleys and Jarden. It is planned both companies will submit proposals to be considered at the February meeting.

RST Funding

We have been successful (\$2,700) in our grant application to deliver a targeted community initiative with Ngāti Whātua Ōrākei.



CEO Report

Report received.

Decision Date: 18 Dec 2023
Mover: Ian Dee
Seconded: Rikki Swannell
Outcome: Approved

4. Correspondence

4.1 Inwards - Bridge Park

The CEO provided an overview of the request.

The Board discussed, and their queries were clarified.

After careful consideration, the Board declined the request.



Correspondence

That the Bowls Auckland Board received the inwards and outwards correspondence.

Decision Date: 18 Dec 2023
Mover: Michael Feek
Seconded: Ian Dee
Outcome: Approved



DB to Respond to Bridge Park

DB to Respond to Bridge Park

Due Date: 20 Dec 2023
Owner: Dean Bartlett

4.2 Inwards - Graeme Bennett (Life Member)

Taken as read, no further action.

5. Finance Reports

5.1 Minutes of Finance Committee Meeting - Will be Tabled at the Meeting

Taken as read.

The re-forecasted end of year position is now a small surplus of \$20,000.

Management will if applicable recommend project spend that aligns to Strategy if it is likely that a surplus of over \$5,000 will be achieved at the end of the financial year.

Considerable savings have been made due to vacancy in staff roles through the first quarter.



Finance Meeting Minutes

That Bowls Auckland Board receives the Finance Meeting minutes

Decision Date: 18 Dec 2023
Mover: Michael Feek
Seconder: Greame Scott
Outcome: Approved

5.2 November 2023 Executive Summary

Taken as read.

The Chair thanked Michael Anderson for his continued clear, and informative reports.

5.3 End of November 2023 Financials

Taken as read.

6. General Reports

6.1 Events and Operations Report

HB gave an update, including positive participation numbers although Pennants has declined and needs review.

HB noted that obtaining equal participation from all members of the Committee is a challenge, and Brendon's role has been key in making a continued difference.



Events and Operations Report

That the Bowls Auckland Board approves the Events and Operations Report.

Decision Date: 18 Dec 2023
Mover: Craig Pryor
Seconder: John Ross
Outcome: Approved

6.2 President's Report

Battle of the Bridge event was successful, and the President thanked the team for organising. Update on the Bowls NZ event held at Royal Oak.

The president expressed his appreciation and thanked the Board for their support throughout 2023.



President's Report

That Bowls Auckland Board approves the President's report.

Decision Date: 18 Dec 2023
Mover: Ian Dee
Seconder: Michael Feek
Outcome: Approved

6.3 Kimberley Investment Committee: Performance Summary Report - November 2023

The paper was taken as read.

6.4 Blue Waters Community Trust Report

The CEO gave an update on progress of the relocation of the Trident Tavern and potential funding for the next financial year.

6.5 New Lynn Bowling Club Update

The CEO gave an update noting the transition from the current interim Treasurer to Michael Anderson, and the contracting of an Accounts Assistant.

The CEO thanked the outgoing Treasurer for his vast contribution to the club over the past 12 months.

CP gave an update on progress to date, noting he was yet to meet with the sub-committee and map out the actionable steps from the Business Plan.

The Chair acknowledged and thanked CP and his involvement and work with the New Lynn Bowling Club.

7. Information Papers or Presentations

7.1 Club is the Hub Update and Overview

Deferred to next meeting.

7.2 Roll Up Review

The CEO gave an update on the campaign and successful engagement via club visits, social media, and mainstream media.

The Roll Up initiative would continue with stage 2 next year, noting assets etc were in place so less of a financial investment required.

8. Rawhiti Fund

8.1 Projects Update

The CEO gave an update on the Papatoetoe covered green project which was close to completion.

An update was provided on Howick covered green project, and that a preferred contractor has been identified, and the final stages of the loan offer and term loan agreement were being actioned.

9. Avondale Fund

9.1 Avondale Fund Update

The CEO gave an update on the recent meeting of eligible clubs and the next steps, which include finalising the Deed of Agreement and Committee.

The CEO and Chair thanked RS and CP for their support.



Finalise Committee and Deed

DB to table the final Deed and Committee at the next meeting

Due Date: 12 Feb 2024

Owner: Dean Bartlett

10. General Business

10.1 New Agenda Item

JR

Battle of the Bridge feedback - board and life members participation was viewed by the players as very positive by the Clubs and well done to Bowls Auckland.

MF

Bob Croker should be celebrated when and if he retires from the Kimberley Committee.



Bob Croker

DB to confirm Bob's retirement, and potential acknowledgement.

Due Date: 1 Feb 2024

Owner: Dean Bartlett

11. Close Meeting

11.1 Close the meeting

Next meeting: Bowls Auckland Board Meeting - February 2024 - 12 Feb 2024, 1:00 pm

Signature: _____

Date: _____

12/2/24