

CONFIRMED MINUTES

BA BOARD MEETING - FEBRUARY



At the **BA Board Meeting - April** on **28 Apr 2025** these minutes were **confirmed as presented**.

Name:	Bowls Auckland
Date:	Monday, 24 February 2025
Time:	1:00 pm to 3:25 pm (NZDT)
Location:	Bowls Auckland , 17 Stokes Road, Mount Eden, Auckland, New Zealand
Board Members:	Ian Dee (Chair), Helen Blick , Karl Andersen, Michael Feek , Tere Brunton
Attendees:	Dean Bartlett, Wendy Brown
Apologies:	Rikki Swannell , Craig Pryor
Guests/Notes:	Alison Rennie

1. Opening Meeting

1.1 Apologies



Apologies

That the Bowls Auckland Board receives apologies for Rikki Swannell and Craig Pryor.

Decision Date: 24 Feb 2025
Mover: Michael Feek
Seconder: Karl Andersen
Outcome: Approved

1.2 Confirm Minutes

Board Meeting - December 16 Dec 2024, the minutes were confirmed as presented.



Approval of December Minutes

That the meeting minutes of the Bowls Auckland Board meeting held on 16 December 2024 were confirmed as a true and correct record.

Decision Date: 24 Feb 2025
Mover: Michael Feek
Seconder: Tere Brunton
Outcome: Approved

1.3 Matters Arising

The CEO provided an overview of key matters arising, including.

- The St George Bowls and Sports Club's winding-down process, is expected to be completed by the end of February.
- Discussion was held regarding the distribution of funds and future investment, noting that ID and DB will meet with club representatives on 28 February to present a draft MoU outlining the establishment of a fund/committee to support the advancement of youth bowls.
- Following the meeting a proposal will be tabled to the Board for approval.



St George Winding Down

DB to update the Board.

Due Date: 31 Mar 2025

Owner: Dean Bartlett

1.4 Interests Register

- KA advised of his new interest - Full Playing Member at Oratia Bowls Club.
- HB advised she was no longer a member of the Playing Programme Committee.

1.5 Health & Safety Report



Health & Safety Report

The CEO confirmed there were no incidences to report.

That Bowls Auckland Board receives the Health and Safety Report .

Decision Date: 24 Feb 2025

Mover: Michael Feek

Seconder: Karl Andersen

Outcome: Approved

2. Board Annual Work Plan

2.1 Board Work Plan

The Chair provided an update on the Board Development plan, noting Sport NZ were no longer an option in assisting with the internal stakeholder review process.

Following a recommendation from CP, the Chair and CEO met with Tribe, but the Chair considered the cost involved prohibitive.

The Chair advised that alternative options were being explored and had discussed potential solutions with CP last week. The Chair confirmed that the Board Development Plan remains a priority and looks forward to updating the Board at the next meeting.



Board Development Plan - Internal Engagement Survey

CP and ID to update the Board.

Due Date: 31 Mar 2025

Owners: Craig Pryor, Ian Dee

2.2 Business Plan Update

The CEO spoke to the plan highlighting the following key points:

- Projects that have been completed are.

- Social Media Policy created.
- Staff Structure aligned with Strategy.
- Performance policies have been established and are being delivered.
- Performance Strategy.
- AKTIVE delivered a facilities workshop with clubs.
- Club is the Hub continues, now with six clubs involved in the management solution, and three have been awarded project grants.
- The Club Leaders Programme continues with four workshops delivered so far.
- The Roll Up Campaign was successfully delivered.
- Bowlshub adoption continues, now with over 1,400 full profiles.
- Items that are currently being worked on include.
 - The integration of AI into the organisation and clubs.
 - BA have applied for charitable status for the proposed Foundation.
 - Board Development Plan.
 - Regional Facilities Plan.
 - Five covered greens.
 - Coaching Strategy.
- Items that will may not be achieved in this cycle and deferred to next, include.
 - Initiatives set up to help support umpires and green-keepers.

HB raised the reintroduction of coding in the performance programme, previously undertaken and successful, which the CEO acknowledged.

2.3 Risk Register Review

The CEO spoke to the updated Risk Register, highlighting key risks and mitigation measures.

- Two financial risks have been escalated due to the current situation with Blue Waters Community Trust.
- The Board and management are currently taking steps to mitigate the risks, which if Blue Waters Community Trust does wind up, will impact funding.
- The mitigating steps are well underway, with the opportunity to apply to other grant funders (outside Blue Waters Community Trust) in the future, whilst this is a risk as new relationships will have to be forged, it creates a path to replace potential lost or decreased funding.
- The above along with the Kimberley Investment Fund are key to mitigating the risk of Blue Waters Community Trust winding up.
- The aim is to ensure Bowls Auckland can continue to be financially strong, whilst enabling funding for clubs to apply for.
- The Board discussed that the Risk Register which will need to be reviewed once more is known with Blue Waters Community Trust.

2.4 Engagement Survey/s

Refer 1.3 Matters Arising

3. Management Reports

3.1 CEO Report

The CEO spoke to his report with the following key points highlighting:

- Management have submitted two funding applications for the next financial year (outside of Blue Waters). Efforts continue to build relationships with trust funders to support future funding needs.
- World Bowls is establishing a World Bowls Series, with Auckland being considered as a host. Further discussions are planned for March.
- Bowls NZ has launched Bowls Plus, featuring national, centre, and club leaderboards. The Board was encouraged to view the platform. Bowls Auckland has 18 months of data available at the Centre level, ahead of other regions. The CEO noted the potential to expand digital engagement at the club level, particularly in areas like twilight bowls and secondary schools.
- MF has drafted version two of the Constitution, with DB, ID, and MF aiming to present it to the Board for approval in April. KA provided an update on club re-registration under the new Incorporated Societies Act.
- Bowls Auckland received a quote from Visitor Solutions to complete a bowls Regional Facilities Plan, which will support funding and lease discussions with Auckland Council and clubs. Management has accepted the quote and will proceed with the work.
- Bowls Auckland received a complaint from a member of the public regarding the Central Bowling Club. The club have been made aware of the complaint and have been requested to respond by 28 February, after which alternative options will be explored.
- HB raised the importance of event management, with the CEO acknowledging recent successful events and the need for collaboration to maintain delivery standards.
- The Playing Programme Committee reported increased event entries compared to the previous year overall from the Molecheck 7's and Auckland Cup events which is pleasing considering the changes made.



CEO Report

That Bowls Auckland Boards receives the CEO report.

Decision Date:	24 Feb 2025
Mover:	Michael Feek
Seconder:	Tere Brunton
Outcome:	Approved

4. Finance Reports

4.1 Finance Committee Minutes - February

The paper was taken as read.

- The CEO spoke to the financial figures, which are currently positive for the current year.
- The Finance Committee have been drafting next year's budget, and plan to table this to the Board at the April meeting.
- As part of the budgeting process for next year, and due to the loss in funding from Blue Waters Community Trust, Bowls Auckland requested and were approved funds to support operations from the Kimberley Investment Fund.
- The Chair provided further insight into the meeting, where Bowls Auckland's financial structure and future financial mapping were presented.

- All clubs have paid their affiliation fees.



Financial Reports

That Bowls Auckland Board receives the Financial Reports.

Decision Date: 24 Feb 2025
Mover: Tere Brunton
Seconder: Michael Feek
Outcome: Approved



25/26 Budget

DB to table the 2025/26 budget for approval.

Due Date: 20 Apr 2025
Owner: Dean Bartlett

4.2 January 2025 Executive Summary

Covered in 4.1.

4.3 End of Month Financials

Covered in 4.1.

5. General Reports

5.1 Kimberley Investment Committee: Performance Summary Report

The paper was taken as read.

5.2 Blue Waters Community Trust Report

The paper was taken as read.

- The CEO provided a progress update, noting that two options regarding the license are currently being considered by the Trustees, with a decision expected on Monday, 3 March.
- The Chair discussed the complexity of the options and the need for certainty to enable Bowls Auckland to plan ahead.
- The CEO acknowledged the potential cost implications of a prolonged decision-making process.
- The Chair noted that Bowls Auckland is fortunate to have alternative options that would allow operations to continue and clubs to be supported.
- MF acknowledged that while support would be reduced, assistance for clubs would still be available, which was viewed as a positive outcome.

5.3 New Lynn Bowling Club

The paper was taken as read.

- The CEO provided an overview, noting that the auditor's pack is still pending. Financials were outlined, with adjustments made to depreciation affecting prior year results.
- The SGM is scheduled for 6 March to approve the new constitution.

- A review of the natural green will be undertaken, with management collating key financial and usage data for presentation to the Club Committee in March.
- Recommendations will be provided to Bowls Auckland in April, with final decisions to be put to members at the AGM in June.



Greens Review

DB to table the report.

Due Date: 20 Apr 2025

Owner: Dean Bartlett

5.4 President's Report

The paper was taken as read.

The Chair acknowledged and thanked the President's contributions and ongoing presence within the bowling community.

6. Discussion Papers - Governance

6.1 Bowls Auckland Internal Funding Application/s

The CEO tabled three internal funding applications.

- It was noted that the Board had approved the Kimberley Investment Fund application via correspondence.
- Applications to the Rawhiti and Avondale funds were tabled.



Funding application approval

That Bowls Auckland Board approved the applications to the Rawhiti Fund and Avondale Fund for the amounts noted in the paper.

Decision Date: 24 Feb 2025

Mover: Michael Feek

Seconder: Helen Blick

Outcome: Approved



Table at the Next Fund/s Meetings

To table the applications.

Due Date: 3 Mar 2025

Owner: Dean Bartlett

7. Information Papers / Discussion - Operations

7.1 Performance Presentation

Alison Rennie, Performance Lead joined the meeting to provide an update to the Board on the performance strategy and delivery plan.

- She noted that performance initiatives are progressing well, with strong support from the CEO and team, including.
 - Performance policies have been established and are being delivered.
 - Additional development opportunities have been offered to performance players including sessions with Bowls New Zealand and Barrie Lester.

- Enhanced playing opportunities including two additional octagonal tournaments.
- The recently completed Premier and Development octagonals went well, and it was great preparation for the Intercentre tournament.
- The challenges currently being faced revolve mainly around overall player availability, especially towards training and non-tournament sessions.
- The Chair acknowledged the importance of performance analysis and tracking, with Alison confirming that individual performance plans (IPPs) and the talent identification tracking document are being integrated into the programme.
- The Chair asked how the Board and Bowls Auckland could further support performance initiatives. Alison responded that current support is sufficient.
- Alison left the meeting at 2:54 pm.

8. Avondale Fund

8.1 Pringle Park Application & Project Update



Pringle Park Application for funding approval

That Bowls Auckland Board approves the application request from Pringle Park for funding of \$40,154.55 as tabled to be submitted to the Avondale Committee.

Decision Date: 24 Feb 2025
Mover: Helen Blick
Seconder: Tere Brunton
Outcome: Approved

The CEO tabled Pringle Park's application and provided an update on other projects.



Table the application at the next Fund meeting

Table the application at the next Fund meeting

Due Date: 3 Mar 2025
Owner: Dean Bartlett

9. Rawhiti Fund

9.1 Otahuhu Application & Project Update



Otahuhu Railway Application for funding approval

That the Bowls Auckland Board supports the request from Otahuhu Railway of \$3,350 funding application to be submitted to the Rawhiti Committee.

Decision Date: 24 Feb 2025
Mover: Michael Feek
Seconder: Tere Brunton
Outcome: Approved

The CEO tabled Otahuhu's application and provided an update on other projects, including.

- Auckland Bowling Club have decided not to proceed with their covered green project.
- Howick Bowling Club have a meeting with Auckland Council on 28 February regarding their covered green project.

- Papatoetoe Bowling Club have completed their covered green project subject to light installation and green replacement.



Table the application at the next Fund meeting

Table the application at the next Fund meeting

Due Date: 3 Mar 2025

Owner: Dean Bartlett

10. General Business

10.1 General Business

No General Business.

11. Close Meeting

11.1 Close the meeting

Next meeting: BA Board Meeting - Strategic Session - March - 31 Mar 2025, 1:00 pm

Ian Dee.

Ian Dee
29 Apr 2025