

**MINUTES OF MEETING OF THE BOARD OF MANAGEMENT OF AUCKLAND BOWLS INC
HELD AT MT EDEN BOWLING CLUB
On Monday 18th February 2019 at 1.00pm**

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

Apologies: Michael Feek (MF), Graeme Scott (GS)

[Minutes of the Previous Monthly Board Meeting held on 21st January 2019](#)

The minutes of the Board meeting held on **21st January** were approved as a true and accurate record.
(BA / JF – unanimous)

Matters arising from the minutes:

- Nil

Correspondence

Inwards and outwards tabled.

Matters arising:

- Avondale Judicial – email to committee thanking them for their service was acknowledged and they were happy with the process followed.

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 Kimberley Fund updated to End January quarter. Poor result for the 3-month period but still up over the past 12 months.
 - o Avondale – club now owes just of \$70,000 to Auckland Bowls as the sole creditor.
- Profit and Loss
 - o Centre Events below budget with lower than expected entries to date.
- Term Deposits – New \$80,000 Term Deposit has been set up with balance of funds transferred to the general account.
- Nine Month Review – The report was reviewed and discussed by the finance committee. PV noted the draft annual budget will be discussed next month and will include 3-year projections.
- Kimberley Report – further analysis shows the fund is overweight in equities. PV noted the committee is aware of the situation and is due to meet later this month to discuss and review.
- EE raised the issue of diversifying income and considered the option of working in with retirement villagers which was discussed.

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

Events and Operations Report

Matters Arising:

- JS away for Secondary Scholl events. PV to check GS availability
- Live streaming – suggested that a bio form could be created that players can complete to give commentators information to talk about. All rep squad members could also complete.
- Ops Committee – need to get back to the process of identifying and if required referring items to the Board for a decision. PV to discuss with Kristina.

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

Marketing report

The report was received and noted.

Matters Arising:

- It was moved that the full Marketing Plan update be presented on a quarterly basis in line with the annual plan update. **(JF / EE – unanimous)**
- Timing of budget – new plan to consider the best time to promote activity to new bowlers and plan around this.
- Auckland Bowls website – PV to find out data on visits to website etc (analytics)
- Play Bowls website – PV to find out actual numbers rather than % as this can be misleading.
- You tube – PV noted that all the bowls basic videos are on the Auckland Bowls you tube channel.

Moved... That the marketing report be received and accepted **(JF / HB – unanimous)**

Club Development Review

Steve Clifton joined the meeting for this discussion.

BA asked each Board member to provide their thoughts:

EE – Secondary School Coaching, good to see growth but it looks like we need a bigger pool of people. Database should make life easier for clubs not harder; need a better way to share best practice. Online portal perhaps.

JF – should only invest in clubs that prove financial sustainability. 17 clubs is good progress to date. Need to ensure police vetting is in place given the increasing involvement with school kids. Affiliation fees always an issue and can we show how they are used better.

HB – Need to change the funding model. Should not be investing in clubs that are failing.

MD – Attitude of clubs differs and there are obvious club differences which we need to cater for. Should not be splitting the club groups and disappointing that this has been allowed to happen.

BA – Can we show the specific hours worked for each development officer on page 3. Conclusion is that we need to revise our approach. Club groups are not working as we had planned. Clubs are all different. Clubs with managers can use the extra resource more effectively. Most effective model seems to be when clubs have approached us.

SC and PV also provided input noting that there are a number of options being considered. Status quo, criteria-based model, zoning model with further work to be done on the report to reach completion.

Moved... That the club support report be received and accepted **(BA / JF– unanimous)**

Steve was thanked for his contribution and he left the meeting.

BWCT

Matters Arising:

- PV to review the level of funding received by Auckland Bowls over the last five years and what the trend is.

Following discussion, it was moved that an application of \$300,000 be submitted to the Blue Waters Community Trust as a contribution towards the 2019 – 2020 Administration and Operational Budget of Auckland Bowls. **(BA / JF – unanimous)**

Moved... That the BWCT report be received and accepted. **(JF / HB – unanimous)**

Presidents Report

Matters Arising:

- Need to further review the comments regarding Bowls3Five Interclub at the next meeting.

Health and Safety Report

It was noted that the correct H and S briefing was not given at Papatoetoe Hunters Corner. PV to follow up with Kristina to ensure that the clubs are reminded of their responsibilities in this area.

General Items for Discussion

Annual Plan Quarterly Update:

The report as tabled was reviewed and discussed. The following points were noted:

- It was agreed that further work on the website is required
 - o It would be good to include a photo and bio of staff and board members

Following discussion, the report was approved and accepted **(BA / EE – unanimous)**

Club and Individual Communication Surveys:

The following changes were suggested:

- New Q – “The role of the board is to set the strategic direction. How well do you think the board is doing this job.... Very well, well etc (or similar)
- General rule – ensure the middle point is neutral
- New Q – on how well the CDA plans are being received
- New Q – as with board Q, “how well are the staff delivering on the strategy?”
- Same question needed in the individual survey
- Split 16 and 18 to separate Board and Staff questions

Recirculate to board for further review once updates completed.

Begin promoting that the survey is on its way through Friday flash etc.

Avondale Sale:

Waiting on the independent land valuation before proceeding further. Most likely outcome will be to put the property back on the market through tender.

General Business:

Mt Eden – have requested support for a defibrillator. The matter was carefully considered and suggested that an application to BWCT should be considered.

The Next Meeting will be held:

Monday 25th March 2019 at 1.00pm

With no further business, the meeting closed at 4.20pm

Signed Chairman _____

Date _____