

**MINUTES OF MEETING OF THE BOARD OF MANAGEMENT OF AUCKLAND BOWLS INC  
HELD AT MT EDEN BOWLING CLUB  
On Monday 27<sup>th</sup> August 2018 at 1.00pm**

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**Present:** Bruce Anderson (BA) - Chair, Michael Feek (MF), Jill Fraser (JF), Murray Dorreen (MD), Greame Scott (GS), Helen Blick (HB), Esther Eu (EE); Phil Vyver (PV).

**Apologies:** Nil

BA welcomed EE to her first meeting of the Board and stated he was looking forward to her contribution.

**[Minutes of the Previous Monthly Board Meeting held on 23<sup>rd</sup> July 2018](#)**

The minutes of the Board meeting held on **23<sup>rd</sup> July** were approved as a true and accurate record.  
**(MD / HB – unanimous)**

**Matters arising from the minutes:**

- Ellerslie – It was noted that the club was holding a meeting to discuss aspects of the development. GS to investigate further and report back to PV.
- Bowls NZ Motions – following discussions at the AGM the motions for the Bowls NZ AGM were discussed.

Following discussion, it was resolved to vote against the motion regarding the change of membership fee structure. Our delegate was asked to speak at the meeting, encouraging Bowls NZ to research a different approach.  
**(BA / MF – unanimous)**

- Coaching Association – PV provided an update on recent meetings he has held with representatives of the association. Following discussion, it was resolved that PV should report back on the possibility of Auckland Bowls setting up a Coaching Sub-Committee.  
**(JF / HB – unanimous)**
- FBT – Now that the Constitution has been updated, PV to follow up with IRD regarding the FBT exemption. Board members to be sent a copy of the updated constitution.

**[Minutes of the Annual General Meeting held on 30<sup>th</sup> July 2018](#)**

The minutes of the AGM held on **30<sup>th</sup> July** were provisionally approved as a true and accurate record.  
**(MF / GS – unanimous)**

**Matters arising from the minutes:**

Nil

**[Minutes of the Board Meeting held on 3<sup>rd</sup> August 2018](#)**

The minutes of the Board meeting held on **3<sup>rd</sup> August** were approved as a true and accurate record.  
**(MF / GS – unanimous)**

**Matters arising from the minutes:**

Nil

**[Minutes of the Board Meeting held on 13<sup>th</sup> August 2018](#)**

The minutes of the Board meeting held on **13<sup>th</sup> August** were approved as a true and accurate record, noting the correction to record BA as the Chairman.  
**(MF / JF – unanimous)**

**Matters arising from the minutes:**

Nil

## Correspondence

Inwards and outwards tabled.

### **Matters arising:**

- Bowls NZ Judicial hearing re. Avondale BC – Currently discussing jurisdiction.
- Kimberley Committee – It was noted that the new committee for the year is now in place. New members Gavin Brown and Murray Lander have joined existing members Bob Croker (Chairman) and David Timms. Thanks, was expressed to retiring members Graeme Bennett and Hadden Vernon for their contribution since joining the committee as inaugural members in 2009.

It was moved that the inwards correspondence be received and the outwards approved.

**(BA / JF – unanimous)**

## Finance Report

PV led discussion about the July 2018 Financial Accounts.

### **Matters arising:**

- Slight difference in bank balance was traced back to one unreconciled transaction of \$86.50.
- A review of the confidentiality policy will be conducted as part of the overall review of board policies.
- It was agreed that the finance committee be asked to review the costs / income associated with the Events Programme. PV to add to their agenda.

**Moved...** That the financial report be received and accepted

**(MD / MF – unanimous)**

## Events and Operations Report

### **Matters Arising:**

- New Operations Committee in place with the next meeting to be held on the 5<sup>th</sup> September.
- The move to online entries was noted. Given our experience with other events PV does not envisage any great opposition. Options/support will be provided for those that cannot pay online.
- WPOS – Ops Committee to consider format for next season given the popularity of the event.

**Moved...** That the events and operations report be received and accepted

**(HB / JF – unanimous)**

## Marketing update

### **Matters Arising:**

- Winter coaching – banners to be redistributed from those clubs that did not use them to clubs that will.
- Bowls3Five at social bowls level – PV to follow up with Bowls NZ to see if they are releasing any support / guidelines to help clubs with the introduction of this format.
- PR – consider adding to future CDA agreements to ensure we are adequately promoting the sport from club level and up.
- Vehicle wrapping – it was agreed to bring this forward with the Events Manager and Club Liaison vehicles to be wrapped as soon as possible.
- EE would like to contribute to the discussion around increasing awareness in the Asian Community.
- Monitoring of report – PV to see if additional dates can be included to tighten up some of the outcomes.

## BWCT

PV noted that the Dark Horse termination has taken place. Trust is now down to one venue operating in Onehunga.

A discussion was held on the potential impact on Auckland Bowls. PV to include as part of the risk register and in discussions with the finance committee.

The updated grants list was noted.

## Presidents Report

The report was received with thanks

**(GS / HB – unanimous)**

## General Items for Discussion

### **Annual Plan Quarterly Report:**

Covered Greens – Need to refine approach. PV to prepare report for the next Board meeting. Provide careful analysis of the options and ensure there is criteria for selection in place.

CDA – add list of clubs that are next in line for the next report.

Club Tournaments – schedule of visits to be created.

Events consultation – through Ops committee first

Health and Safety – noted that it is not a specific target within the plan. PV to add as an agenda item for the Board meetings.

### **Remuera Covered Green:**

The proposal was discussed with a number of questions raised that will be discussed with the Rawhiti Committee next week. A response will then be sent to Remuera.

### **Club Development Agreements:**

PV noted that he had signed all agreements and sent to clubs for them to sign. Four had been received back and Steve was following up on the other 11 agreements.

Kohimarama / St Heliers – PV noted that St Heliers has decided not to progress with Kohimarama at this stage and will give the matter further consideration in the next few weeks. An agreement has been reached with Kohimarama with the updated budget approved.

**(BA / GS – unanimous)**

### **Avondale:**

PV provided an update since the last meeting. SGM to be held on the 9<sup>th</sup> September.

### **Values:**

Have a meeting with board and staff prior to the next board meeting – 12.30pm start.

## General Business

Representative appointments:

The following appointments were confirmed:

1 – 5 Year group: Helen Murray, Carol Pollock and Rachel Hancock to with Esther Eu

Open and Development Women: Helen Blick to work with Jill Fraser. Further appointments to be made.

Open and Development Men: Gary Fleming to with Peter Thorne. Further appointments to be made.

**(MF / GS – unanimous)**

**Mission Bay** – It was agreed that we should thank and promote the support of the Mission Bay Bowling Club in relation to the 1-5 Year Interclub that the funds are being used for.

**Board Meeting Dates** – Confirmed as circulated.

**Mia Smith** – The resignation of Mia Smith was confirmed. PV to review Position Description and set up the recruitment process.

**12 Month Review of Club Development Agreements:**

The reports were received. Through discussion it was agreed that future reports should focus on the clear measurable targets. Look at numbers rather than percentage growth.

**The Next Meeting will be held:**

Following the AGM on Monday 24<sup>th</sup> September 2018

With no further business, the meeting closed at 5.15pm

Signed Chairman \_\_\_\_\_

Date \_\_\_\_\_