



minutes

Auckland Bowls Inc

Tuesday 27 October 1.00pm
Auckland Bowls Offices
17 Stokes Road
Mt Eden
Board Room

PRESENT

Michael Feek (Chairman)
Helen Blick
Esther Eu

Greame Scott (President)
David Ball (Interim GM and Board member)
John Ross

IN ATTENDANCE

Wendy Brown
Board Secretary
Steve Clifton
Club Development Manager
(items 2.14, 3.6 & 3.7)

1. Apologies

Nil

2. Board of Management Business

2.1 Minutes of Auckland Bowls Inc Board meeting held on 31 August 2020

Recommendations

That the Minutes of Auckland Bowls Inc Board meeting held on 31 August 2020 to be confirmed as a true and correct record, with noted amendment.

Moved: Graeme Scott
Seconded: Helen Blick

Motion Carried

2.2 Minutes of Auckland Bowls Inc Board meeting held on 23 July 2020 (amended)

- 2.3 Minutes of Auckland Bowls Inc Board meeting held on 29 June 2020 *(amended)*

Recommendation

Following advice from our lawyer concerning critical comments concerning individuals, some amendments have subsequently been made to the already approved June and July minutes to remove these references. That the Minutes of Auckland Bowls Inc meeting held on 31 July 2020 and 29 June 2020 (amended) to be accepted as a true and correct record with amendments.

Moved: David Ball

Seconded: John Ross

The motion was adopted by a vote of 5-1

- 2.3 Minutes of Auckland Bowls Inc Board meeting held on 6 September 2020 *(via email)*
- 2.4 Minutes of Auckland Bowls Inc Board meeting held on 7 September 2020 *(via email)*
- 2.5 Minutes of Auckland Bowls Inc Board meeting held on 29 September 2020

Recommendations

That the Minutes of Auckland Bowls Inc Board meeting held on 6 September 2020 via email to be confirmed as a true and correct record.

That the Minutes of Auckland Bowls Inc Board meeting held on 7 September 2020 via email to be confirmed as a true and correct record.

That the Minutes of Auckland Bowls Inc Board meeting held on 29 September 2020 via email to be confirmed as a true and correct record.

Moved: Greame Scott

Seconded: Helen Blick

Motions Carried

2.7 Corrections to Minutes

31 August 2020, 5.6 Te Atatu Peninsula Club Loan Update:

Amend to read Steven Yates (SY) gave an update not MF

2.8 Matters Arising

H&S Report

Helen Blick (HB) raised concerns around the use of Antihistamine and the adverse risk to some individuals. David Ball (DB) confirmed an email was sent out to clubs highlighting the importance of obtaining approval from the recipient.

New Lynn Club Update

DB gave an update on his recent conversations with the Club., noting update was also on action register.

Financial process and procedure review.

DB gave an update noting it has been completed and many of the processes are in place since he has moved into the interim GM role. DB confirmed next steps with the Finance Chair with recommendations back to the Board.

2.9 Action Register

DB went through the register with updates given and noted.

2.10 Correspondence Inwards (refer Google Drive folder)

MF gave an overview of inwards correspondence and any relevant actions required.

2.11 Correspondence Outwards (refer Google Drive folder)

That Auckland Bowls Inc receives inwards Correspondence and approves Outwards Correspondence

Moved: David Ball
Seconded: Helen Blick

Motion Carried

2.12 Finance Reports

2.12.1 Minutes of Finance Sub Committee meeting held on 4 September 2020

2.12.2 Balance Sheet Report as at 30 September 2020

2.12.3 Profit & Loss Report for the month ended 30 September 2020

DB took the paper as read and answered queries raised.

Recommendations

That the Auckland Bowls Board receive the Minutes of the Finance Sub Committee meeting held on 4 September 2020

That Auckland Bowls Inc receives the Finance Reports ended 30 September 2020

Moved: Michael Feek
Seconded: John Ross

Motion Carried

2.13 Events and Operations Report

No October Report

2.14 Club Development Report

Steve Clifton (SC) took the paper as read and answered the Board's queries. SC highlighted recent email received from Bowls NZ acknowledging ABI's work with schools and the Junior Jack Attack Bowls Program, an initiative set up by Auckland Bowls and Royal Oak Bowls. It is reaching more students than any other clubs in the country. Programme proving very successful.

Recommendation:

That Auckland Bowls Inc receives the Club Development Manager Report – October 2020

Moved: Esther Eu
Seconded: Greame Scott

Motion Carried

2.15 President Report

No October Report. Greame Scott (GS) gave a verbal update to the Board, including Ellerslie Bowling Club update from the meeting held last week.

***Actions GS to discuss with DB re independent reviewer
GS to circulate NZ Bowls letter to the Board once he receives it.***

Presidents' Day update:

32 teams played, 3 games of 18. Great day, very successful. Fun, fun, fun!

GS thanked the Board for their support, and he noted that he was looking at increasing to 36 teams next year.

MF on behalf of Auckland Bowls Board, congratulated GS on running a successful President's day and thanked Auckland Bowling Club for hosting.

Moved: Helen Blick
Seconded David Ball

Motion carried

3. Key Items for Decision

3.1 Resolution by Auckland Bowls Inc Board to make decisions by signed resolution or consent in lieu of a meeting

Recommendation:

That Auckland Bowls Board ratify the following resolution:

That Auckland Bowls Board may make a decision, by signed resolution or consent in lieu of a meeting. Any such resolution shall be valid as if it had been passed at a meeting of the Auckland Bowls Board so long as:

- a. a copy of the proposed resolution is sent to every Auckland Bowls Board Member; and*
- b. over half of the Auckland Bowls Board Members sign or consent to the resolution and return evidence of this consent to the Chairperson (or such other person as agreed by the Auckland Bowls Board) by mail, electronic mail, facsimile, or another form of visible or electronic communication, by the date and time specified by the Chairperson.*

3.2 Appointment of Life Member to the Kimberley Appointments Panel

Recommendation:

That Auckland Bowls Board ratify the appointment of Graeme Bennett as the Life Member to join the President and Chairman of Auckland Bowls to form the Kimberley Appointments Panel for the purpose of appointing persons to the Kimberley Committee to replace those who have retired by rotation.

3.3 Kimberley Committee Appointments

Recommendation

That the Auckland Bowls Board ratify the recommendation of the Kimberley Appointments Panel reappoints Bob Croker and Gavin Brown to the Kimberley Committee for a term of two years

3.4 Appointment of members to the Operations/Events Committee

Recommendation

That the Auckland Bowls Board appoints the following applicants, Gerald Hulst, Les Smith and Weng Lim to the Operations/Events Committee for a term of one year, joining Roger Sutton, Peter Blucher and Janine Young who were previously appointed in June.

3.5 Appointment of Independent Chairman of the Finance Committee

Recommendation

That the Auckland Bowls Board appoints Bill Whitburn as the Independent Chairmen of the Finance Committee in accord with Clause 8.2 of the General Regulations on the recommendation

Moved: Helen Blick

Seconded: David Ball

Motions Carried

3.6 Club Development Funding Applications – Royal Oak, Bridge Park and Titirangi RSA Bowling Clubs

SC briefed the Board on the applications and individual clubs, responded to queries raised by the Board and provided clarification on certain points.

Royal Oak and Bridge Park to provide further information, as discussed with SC.

Recommendation

That the Auckland Bowls Board approves Club Development Funding Application for Titirangi RSA

Moved: John Ross
Seconded: Greame Scott

Motion carried

3.7 Facility Enhancement Grant Applications for Titirangi RSA, Glen Eden and Mt Albert Bowling Clubs

SC gave overview and answered queries.

That the Auckland Bowls Board approve Facility Enhancement Grant application for Titirangi RSA, subject to financials being provided.

Moved Michael Feek
Seconded: John Ross

Motion Carried

Recommendation

That the Auckland Bowls Board approve Facility Enhancement Grant application for Glen Eden Bowling Club, subject to the following conditions: Delete \$5k contingency fund for unforeseen problems, Club financials provided to the interim General Manager and update figures to GST exclusive.

Moved: Michael Feek
Seconded: Helen Blick

Motion Carried

Mt Albert

That the Auckland Bowls Board approve Facility Enhancement Grant application for Mt Albert Bowls Club

Moved: Esther Eu
Seconded: John Ross

Motion carried

4. Key Items for Information or Discussion

4.1 Health and Safety Report

No Report. It was verbally confirmed no incidences to report.

4.2 Avondale Bowling Club Membership Update

4.2.1 Distribution of Donations as at 20 October 2020

Recommendation

That the General Manager of Auckland Bowls Inc to arrange a meeting with New Lynn Club President

Motion – David Ball
Seconded Michael Feek

Motion carried

4.3 Greenkeeping Association of Auckland Inc Funding Proposal

4.3.1 Auckland and North Harbour Greenkeepers Association Inc Income/Expense Forecast

DB gave an overview of the proposal, highlighting key points.

4.4 Kimberley Trust

4.4.1 Performance Summary – Auckland Bowls Inc from 1 Sep 2020 to 30 Sep 2020 prepared by JARDEN

DB gave an overview on the summary, noting the full report was available if any members wanted to view.

4.5 Bowls Development Officers Contact Details

The Board noted the paper

5 General Business:

5.1 EE – Friday Flash

DB responded to Esther Eu's query re clarification on what is publicised in the Friday Flash and whether it included flyers.

5.2 Live Streaming

In response to Helen Blick (HB), DB gave a progress update.

EE left the meeting at 4.24pm

5.3 Clearance Certificates

In response to HB's query DB will ensure all checks have been done on Clearance Certificates for all new members

5.4 Asbestos Communication to Clubs

John Ross (JR) flagged letter received re Asbestos Alert and inspections of buildings on Council land. After discussion it was agreed JR to do further research to check the validity of the correspondence.

5.5 Blue Waters Community Trust

DB gave the Board an update on the Trust and his recent meeting and progress made.

5.6 Interim GM

DB gave the Board a progress update since starting the interim position. Discussion was held and it was agreed to get the Board recruitment process underway in the New Year

5.7 Xmas Function

Staff and Board Xmas function confirmed for Monday 14 December, immediately after the Board meeting

The next Board meeting will be held Monday 30 November at 1.00pm

With no further business, the meeting closed at 4.53 pm.

Chairperson.....

Date.....*7/12/20.*