

CONFIRMED MINUTES

BA BOARD MEETING - NOVEMBER



At the **BA Board Meeting - December** on **15 Dec 2025** these minutes were **confirmed with the following changes**:

Added to point 7.5 - Blockhouse Bay is to be requested to send an apology letter to the two clubs affected.

Name:	Bowls Auckland
Date:	Monday, 24 November 2025
Time:	3:00 pm to 5:00 pm (NZDT)
Location:	Bowls Auckland , 17 Stokes Road, Mount Eden, Auckland, New Zealand
Board Members:	Ian Dee (Chair), Craig Pryor, Helen Blick , Michael Feek , Rikki Swannell , Tere Brunton
Attendees:	Dean Bartlett
Apologies:	Karl Andersen

1. Opening Meeting

1.1 Apologies



To accept the apologies.

The Board accepts the apologies.

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

1.2 Confirm Minutes

BA Board Meeting - September 1 Oct 2025, the minutes were confirmed as presented.

1.3 Matters Arising

DB highlighted the following.

- St George Fund
 - The approved MOU has been signed by the appointed club official.
 - BA plans to counter sign the MOU, thus establishing the Fund.
 - It is planned that at the December Board Meeting a proposed Committee be tabled seeking approval.
 - The Fund will operate internally in a similar manner to how the Rawhiti Fund was managed, thus appearing on the Balance Sheet.

- Bowls Auckland successfully re-registered its new constitution with the Incorporated Societies Office.

1.4 Interests Register

HB removed as an Umpire.

1.5 Health & Safety Report



Health and Safety Report

That the Board accepts and approves the Health and Safety Report as tabled.

Decision Date: 24 Nov 2025
Mover: Michael Feek
Seconders: Rikki Swannell
Outcome: Approved

2. Board Annual Work Plan

2.1 Board Work Plan

Taken as read.

2.2 Board Charter and Policies

- ID presented the proposed Board Charter which was met with congratulations, and unanimous support.
- DB tabled the Social Media Policy which was tabled seeking re-approval, as it was not a new document.



Board Charter

That the Board approves the Board Charter as tabled to be adopted.

Decision Date: 24 Nov 2025
Mover: Ian Dee
Seconders: Michael Feek
Outcome: Approved



Social Media Policy

That the Board approves the Social Media Policy as tabled.

Decision Date: 24 Nov 2025
Mover: Rikki Swannell
Seconders: Helen Blick
Outcome: Approved

2.3 Business Plan 2025/26 - Quarterly Update

Taken as read, with DB highlighting.

- The changes to the Kimberley Fund to support the new financial strategy were completed.
- The Club Investment Fund has been opened, and applications are currently ongoing.
- The Facilities Plan has been completed, with two projects under construction currently.

- There are now seven clubs in the Club is the Hub Management Grant Programme.
- The JBWere Auckland Open received World Bowls sanctioning.

2.4 Engagement Survey and Board Survey

- A Board Survey was completed online and discussed by the Board.
- Some members requested the Board Pack be sent earlier if possible.
- CP discussed some options for ongoing learning and development for Board Members.



Board Member Development

Opportunities for Board Members to continue to develop be identified and actioned.

Due Date: 15 Dec 2025
Owner: Craig Pryor

3. Management Reports

3.1 CEO Report

Taken as read, with DB highlighting.

- Received a small gaming grant from Bobby to support costs associated with the 1 to 5 Year representative trip to Tauranga.
- Two clubs and likely another additional two have signed up to sponsorship platform, Rectangle, which was facilitated as part of the Club Managers programme.
- Bowls Auckland offered it's advice to Ellerslie around the wind up, and closure process.
- An email has been sent to Central requesting a meeting with their Committee before the end of 2025.
- 29/38 clubs have paid their membership fee, a reminder letter will be sent prior to the due date of 30 November.
- The Junior Secondary School Pairs went well, and continues to add a significant entry point to bowls.
- Player participation in centre events is looking positive, with most events increasing year on year.
- Frances Turrall will begin as the new Finance Manager on 1 December.
- It is envisioned that Paul Mackinnon (Performance Lead) will continue in the role until at least the end of April.

The Board thanked outgoing Finance Manager, Michael Anderson for his valuable contribution over three plus years.



CEO's Report

That the CEO's Report be received.

Decision Date: 24 Nov 2025
Mover: Michael Feek
Seconded: Tere Brunton
Outcome: Approved

4. Finance Reports

4.1 Executive Summary

Taken as read.

4.2 Finance Committee Minutes

Taken as read, with DB highlighting the following.

- The significant month end net profit is due to the wind up and distribution of the Rawhiti Fund. Bowls Auckland will seek advice to ensure it is accurately recorded in the financial statements for example as an extraordinary item.
- The Finance Committee have distributed the previously coded 'Strategic Project Spend' to two strategic priorities being the Flagship event (through Advertising and Promotions), and Performance programme.
- The planned \$150,000 withdrawal from the Kimberley Fund has been deferred until after Christmas, and will be confirmed by the Finance Committee at the February meeting.



Finance Committee Minutes

That the Board receive and approve the Finance Committee Minutes as tabled.

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

4.3 End of Month Financials

Taken as read.

5. General Reports

5.1 Kimberley Investment Committee: Performance Summary Report

Taken as read.

5.2 Bowls Auckland Foundation

Taken as read.

5.3 New Lynn Bowling Club

Taken as read.

5.4 President's Report

Taken as read with HB highlighting the Junior Secondary School Pairs tournament was a great success.

ID thanked HB and TB for their continued contribution as President and Vice President.



President's Report

That the President's Report be received.

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

6. Governance Papers

6.1 Club Constitution Update

Taken as read, with DB highlighting.

- 27 / 38 clubs have completed the process.
- A further 5 are awaiting AGM's, and 4 more are in the drafting stage.

The Board thanked Bowls New Zealand for their leadership with the process.

6.2 Judicial Committee

Taken as read.



Judicial Committee

That the Board approves the Judicial Committee for the 2025/26 season as Graeme Bennett (Chair), Andrew Gilchrist and Marion Hakaraia.

Decision Date: 24 Nov 2025
Mover: Craig Pryor
Seconder: Rikki Swannell
Outcome: Approved

7. Operational Papers

7.1 Performance Programme Update - Review Post First Quad

Taken as read.

ID commented on the positive changes made to the programme.

7.2 Flagship Event Strategy

Taken as read.

RS requested that quantifiable measures be used to gauge the objective of raising awareness.

7.3 Broadcast Strategy

Taken as read.

RS suggested to explore collaborating with Bowls New Zealand to clip and promote Auckland bowlers at / during national events and posting across the various social channels.

7.4 Voice of the Participant

Taken as read.

7.5 Blockhouse Bay Complaint

Taken as read.



Blockhouse Bay Complaint

That the Board approves the recommendation as tabled.

Decision Date: 24 Nov 2025
Mover: Michael Feek
Seconder: Helen Blick
Outcome: Approved



Inform Club / PPC

To inform the PPC, and club.

Due Date: 30 Nov 2025
Owner: Dean Bartlett

8. Club Investment Fund

8.1 Application/s and Update

Taken as read.



Club is the Hub Application - Club Manager - Balmoral

That the Board approves a grant of up to \$30,000 for the establishment and delivery of a Club Manager at Balmoral under the Club is the Hub Programme for the 2025/26 cycle.

Decision Date: 24 Nov 2025
Mover: Michael Feek
Seconder: Helen Blick
Outcome: Approved



Bowls Auckland Facilities Plan Fund - Bowls Papatoetoe

That the Board approves a grant of up to \$62,000 to go towards the light installation project at Papatoetoe Bowls.

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

9. Avondale Fund

9.1 Update & Recommendation

Taken as read.



Facilities Enhancement Fund - Pringle Park

That the Board approves a grant of up to \$8,321.46 to go towards the TV and AV upgrade project at Pringle Park.

Decision Date: 24 Nov 2025
Mover: Helen Blick
Seconded: Tere Brunton
Outcome: Approved



Facilities Plan Fund - Pringle Park

That the Board approves a grant of \$50,000 to go towards the natural to carpet conversion project at Pringle Park, and that a further grant may be considered at a later date.

Decision Date: 24 Nov 2025
Mover: Michael Feek
Seconded: Rikki Swannell
Outcome: Approved



Table at the next Avondale Fund Committee Meeting

Table at the next Avondale Fund Committee Meeting

Due Date: 15 Dec 2025
Owner: Dean Bartlett

10. Rawhiti Fund

10.1 Project Update

Taken as read.

11. General Business

11.1 General Business

NA

12. Close Meeting

12.1 Close the meeting

Next meeting: BA Board Meeting - December - 15 Dec 2025, 12:00 pm

Ian Dee.

Ian Dee
16 Dec 2025