



minutes

Auckland Bowls Inc

Monday 27 September 1.30pm

Auckland Bowls Offices

Via Zoom

PRESENT

Ian Dee (ID) - Chairman

Greame Scott (GS) - President

Michael Feek (MF)

Helen Blick (HB)

John Ross (JR)

IN ATTENDANCE

David Ball (DB) – General Manager

Wendy Brown – Board Secretary

Meeting started at 1.33 pm

1. Apologies

Nil

2. Board of Management Business

2.1 Minutes of Auckland Bowls Board meeting held on 30 August 2021.

Recommendation

That the Minutes of Auckland Bowls Board meeting held on 30 August 2021 to be confirmed as a true and correct record with noted amendment.

Moved: Michael Feek

Seconded: Greame Scott

2.2 Minutes of Auckland Bowls Board meeting held after Auckland Bowls AGM 31 July 2021

Recommendation

That the Minutes of Auckland Bowls Board meeting held on 31 July 2021 to be confirmed as a true and correct record with noted amendment.

Moved: Michael Feek
Seconded: John Ross

2.2 Corrections to Minutes

Minutes of 31 July 2021
Greame Scott – Chair of the meeting.

2.3 Matters Arising

Healthy & Safety advice re obligations of clubs to advise Auckland Bowls of H&S incidences to be included on the next Action register for progress update.

Discussion held on the refund policy and clarification on the process. It was agreed the GM would circulate out an email to advise of the process.

2.4 Conflict of Interest Register

Nil

1.44pm – Rikki Swannell joined the meeting

Potential Board appointment

The Chair gave an overview, noting conversations that had previously been held and had distributed her background

Ms Swannell spoke about her work experience and Board experience, noting her Radio Sport background.

Ms Swannell responded to the Board's questions and gained a better understanding of the role and Auckland Bowls. It was noted that although Ms Swannell didn't have a bowling background it would be beneficial in other areas to have an outsider with her knowledge and skillset come on board.

The Chair confirmed next steps and the nomination process.

2.05pm Rikki Swannell left the meeting.

The board completed a discussion on the suitability of Rikki Swannell to be Co-opted onto the Board.

Recommendation

That Rikki Swannell be Co-opted onto the Auckland Bowls Board

Moved: Ian Dee
Seconded: Michael Feek

Motion Carried

2.6 Health & safety Report – August 2021

No incidences to report for August 2021

2.7 Action Register

The GM went through the register with updates given, questions responded to.

2.8 Correspondence Inwards

2.8.1 Email from Bowls NZ re Vaccinations Status – Membership and Visitors

Noted previously circulated to the Board.

2.8.2 Email from Bowls NZ re Tournament Equalisation

Recommendation

That Auckland Bowls Board receives inwards correspondence.

Moved: Michael Feek

Seconded: Greame Scott

Motion Carried

2.9 Correspondence Outwards

Nil

2.10 Finance Reports

2.10.1 Minutes of the Finance committee meeting held on 10 September 2021.

2.10.2 Balance Sheet Report as at 31 August 2021.

2.10.3 Profit & Loss Report for the month ended 31 August 2021.

2.10.4 Rawhiti Bank Investments Summary – August 2021

2.10.5 Rawhiti Provisions Summary – August 2021

2.10.6 Minutes of the Rawhiti Fund Sub-Committee meeting held on 3 September 2021

The GM went through the reports, highlighted key points, and answered queries raised.

Recommendation

That Auckland Bowls Board receives the Finance Reports ended 31 August 2021.

Moved: Michael Feek

Seconded: Greame Scott

Motion Carried

2.11 Events and Operations Report

2.11.1 Minutes of the Operations Committee of Auckland Bowls Board. meeting held on 14 September 2021.

Recommendation:

That the Auckland Bowls Board receives the Minutes of the Operations Committee meeting held on 14 September 2021

Moved: Michael Feek

Seconded: Greame Scott

Motion Carried

2.12 Club Development Manager Report – August 2021 (verbal)

The GM gave a status update on the current work underway with clubs, noting there were several CDA's on the Board meeting Agenda. Accountability reports were being completed by clubs as part of their application.

2.13 President Report (verbal update)

Due to lockdown nothing to report though the President expressed his hope that bowlers were fit, well and safe. He noted he was also looking forward to being back on the Green soon. It was also disappointing that the Presidents Day event had to be cancelled due to Covid restrictions

2.14 Kimberley Investment Committee

2.14.1 Performance Summary Report – 31 August 2021

The GM highlighted key points, noting it was tracking well.

3 Key Items for Decision

The Chair spoke about his concerns on applications and the Rawhiti guidelines and criteria, which were unclear.

The Chair asked to defer the CDAs until the next Board meeting to allow time to meet with the Rawhiti Chair and committee to present a solid proposal from Auckland Bowls, outlining stringent guidelines.

The Board discussed and it was agreed to defer the CDAs until the October Board meeting.

Recommendation

Auckland Bowls Board approves the deferral of the September CDA applications until the next Board meeting and a solid proposal to be presented to the Rawhiti committee, outlining stringent guidelines for their consideration.

Moved: Michael Feek

Seconded: John Ross

Motion Carried

The GM raised the two bowling clubs who have agreements due to end in September. The Board agreed to continue with the same arrangement in the interim and the GM would advise the clubs of the decision to defer.

3.2 Rawhiti Facilities Enhancement Agreement

3.2.1 Auckland Bowling Club

It was noted the application had previously been discussed. Mr Scott abstained from voting due to conflict of interest.

Recommendation

That the Auckland Bowls Board approve Auckland Bowling Club's application for \$50,000 subject to additional funding being obtained.

Moved: Michael Feek

Seconded: Helen Blick

Motion Carried

3.3 Bowls NZ AGM – Clearance Certificates

Discussion was held and it was agreed comms would go out to clubs confirming Auckland Bowls supported Bowls NZ and ask the clubs also for their support. The constitution will be updated at the next AGM.

3.4 Honoraria Payment to Ian Dee

The GM gave an update on honoraria payments to align with Mr Dee's start date on the Board.

4 Key Items for Information or Discussion

Nil

5 General Business:

5.1 Finance Committee Terms of Reference

Changes were noted.

Recommendation

That the Auckland Bowls Board approve the updated Finance Committee Terms of Reference.

Moved: Michael Feek
Seconded: Greame Scott

Motion Carried

5.2 Operations Committee Terms of Reference (TOR)

Discussion held and clarification was given on general regulations, noting August 2020 was the latest version of TOR.

It was agreed the TOR would include – *'Board member representative reports to the Board'*

Recommendation

That the Auckland Bowls Board approve the updated Operation Committee Terms of Reference with noted amendment.

Moved: John Ross
Seconded: Helen Blick

Motion Carried

5.3 Delegated Authorities

The Board reviewed the paper, discussed, and agreed on changes.

Recommendation

That the Auckland Bowls Board approve the updated Delegated Authorities with noted amendment.

Moved: Michael Feek
Seconded: John Ross

Motion Carried

Recommendation:

That the Auckland Bowls Board approve the amendment to the Delegated Authorities to read 'Chairperson or their nominated representative to attend interviews of short-listed candidates.'

Moved: Helen Blick
Seconded: John Ross

Motion carried (3 for, 2 against)

5.4 **Support to Clubs**

Discussion was held on various support that could be implemented to support clubs. Funding support options were also discussed.

5.5 **Progress on clubs**

The GM gave an update, noting due to lockdown some clubs had still not been able to hold their AGMs, so progress was halted.

Meeting closed 3.49 pm

The next Board meeting will be held Tuesday 26 October 2021 at 1.00pm

Chairperson..........

Date..........

