



# minutes

## **Auckland Bowls Inc**

Monday 20 December 2021 3.30pm

Auckland Bowls Office

Board Room

### **PRESENT**

Ian Dee (ID) - Chairman

Greame Scott (GS) - President

Michael Feek (MF)

Helen Blick (HB) (By Zoom)

John Ross (JR)

Rikki Swannell (RS)

### **IN ATTENDANCE**

David Ball (DB) – General Manager

Wendy Brown – Board Secretary (Zoom)

*The Chair welcomed everyone to the final meeting of the year.*

## **1. Apologies**

Nil

## **2. Board of Management Business**

### **2.1 Minutes of Auckland Bowls Board meeting held on 29 November 2021.**

#### ***Recommendation***

***That the Minutes of Auckland Bowls Board meeting held on 29 November 2021 to be confirmed as a true and correct record with noted amendment.***

Moved: Ian Dee

Seconded: Michael Feek

*Motion carried*

## **2.2 Corrections to Minutes**

Nil

## **2.3 Matters Arising**

### **5.2 Vaccine discussion update**

The GM advised discussions with Bowls NZ were under way

## **2.4 Conflict of Interest Register**

Nil

## **2.5 Health & safety Report – November 2021**

No incidences to report for November 2021

## **2.6 General Manager Summary Report**

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

### **Key points**

- Moved into the traffic light system on 3 December so clubs could open. Constant communication with clubs who are doing well and managing the process to meet the government's covid framework.
- Many clubs have started their corporate functions leading into Christmas and the GM hadn't heard of any issues. Vaccine passes were being scanned and had become the new normal. All but one club in Auckland are operating as Vaccine certified clubs.
- The GM has spoken to all the clubs re the support payments available, i.e., wage subsidy and resurgence support payment, noting 90% had applied. 30 Clubs had also applied for the Aktive support funding with successful results for the majority.
- Battle of the Bridge took place, being the first rep day held since lockdown. The GM noted the great performance by the teams involved.
- Coaching and development update was given, noting engagement with the clubs was going well and good progress being made.
- Sponsorship update given, noting new opportunities were being explored.
- Working with suppliers on corporate uniforms.
- Livestreaming update given, noting a different provider was being used.
- Administration activity update given, including an update on Blue Waters Trust and grants, noting no grants will be reviewed until February 2022.

- Committee's update given.
- Club Development Agreements update given. The GM advised that the secretaries manual was being updated and that a Club Secretaries meeting will be planned for February.

### **Recommendation**

***That Auckland Bowls Board receives the General Manager's report.***

Moved: Michael Feek  
 Seconded Rikki Swannell

Motion carried

### **2.7 Correspondence**

Nil

### **2.8 Finance Reports**

- 2.8.1 Minutes of the Finance committee meeting held on 13 December 2021.
- 2.8.2 Balance Sheet Report as at 30 November 2021.
- 2.8.3 Profit & Loss Report for the month ended 30 November 2021.
- 2.8.4 Profit & Loss Year End Forecast
- 2.8.5 Rawhiti Bank Investments Summary – November 2021
- 2.8.6 Rawhiti Provisions Summary – November 2021
- 2.8.7 Rawhiti Committee Meeting Minutes held on 8 December 2021

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

The GM highlighted the Positive results in terms of budget and the Year End Forecast was tracking well.

**2.8.7** The Chair and Mr Feek spoke about the review undertaken by the sub-committee and the decisions agreed in relation to funding applications, the process, criteria and the funding available moving forward.

The GM highlighted there would be more stringent processes in place with accountability reports and KPI's playing a key part and there would also be a three-year commitment. Standard practice will include six monthly discussions with clubs to see how they're tracking, and annual reviews will be done by the Club Development Manager (yet to be appointed).

### **Recommendation**

***That Auckland Bowls Board Inc receives the Finance Reports ended 30 November 2021.***

***That the Auckland Bowls Board Inc receives the Rawhiti Committee meeting minutes.***

Moved: Michael Feek  
Seconded: John Ross

*Motion Carried*

## **2.9 Events and Operations Report**

2.9.1 Minutes of the Operations Committee of Auckland Bowls Board. meetings held on 30 November 2021.

HB spoke to the key points and asked for questions.

### ***Recommendation***

***That the Auckland Bowls Board receives the Minutes of the Operations Committee meeting held on 30 November 2021.***

Moved: Helen Blick  
Seconded: John Ross

*Motion Carried*

## **2.10 Club Development Manager Report –October 2021 (verbal)**

GM advised that there were several clubs progressing new Club Development Agreements

## **2.11 President Report (verbal update)**

The president gave an update on the clubs he had visited in the past few weeks, since moving to the red traffic light system.

## **2.12 Kimberley Investment Committee**

2.12.1 Performance Summary Report – 30 November 2021

The paper was taken as read.

# **3 Key Items for Decision**

## **3.1 Rawhiti Club Development Agreement**

- 3.1.1 Bridge Park Bowling Club
- 3.1.2 Mt Albert Bowling Club
- 3.1.3 Auckland Bowling Club

The GM confirmed all applications had been presented to the Rawhiti committee who had discussed and approved the applications, noting an adjustment to the funding amount applied by Bridge Park Bowling Club.

The Board discussed each application and the GM responded to questions.

### ***Recommendations***

***That the Auckland Bowls Inc Board approves the Bridge Park Bowling Club Rawhiti Club Development Agreement application for \$27,300.***

Moved: Michael Feek

Seconded: John Ross

*Motion carried*

***That the Auckland Bowls Inc Board. approves the Mt Albert Bowling Club Rawhiti Club Development Agreement application for \$50,070.***

Moved: Greame Scott

Seconded: John Ross

*Motion carried*

***Mr Feek abstained as a member of the Mt Albert Bowling Club.***

***That the Auckland Bowls Inc Board approves the Auckland Bowling Club Rawhiti Club Development Agreement application for \$30,000***

Moved: Michael Feek

Seconded: Ian Dee

*Motion carried*

***Mr Scott abstained as a member of the Auckland Bowling Club.***

## **4 Key Items for Information or Discussion**

Nil

## **5 General Business:**

### **5.1 Staff update**

The GM responded to questions and gave a progress update.

### **5.2 Name change**

The President raised the ongoing issues with the similar name of Auckland Bowls Inc and Auckland Bowling Club. He asked for clarification on where the process was at and if it would be on the AGM Agenda in 2022.

The Board discussed and were supportive of the name change. Mr Feek highlighted the action to change the name was simple though it was a complex process to change everything associated with it, such as the branding. The Chair confirmed he would continue to work on the process with the GM.

**5.3 Bowling Clubs - Marketing**

In response to Ms Swannell, the GM confirmed the marketing process for clubs. Ms Swannell suggested engaging with university students who could offer support to clubs if needed.


Mr Feek noted previous workshops were run at the Auckland Bowls office and could include marketing training such as Facebook ads, directed at the Club Development Officer role.

The GM advised he was currently looking at putting a resource in place for clubs to support marketing activity.

The Chair thanked everyone for their contribution and wished all the Board well for the Christmas break.

*Meeting closed at 5.18pm*

*The next Board meeting will be held Monday 24 January 2022 at 1.00pm*

Chairperson.....

Date.....