

**MINUTES OF MEETING OF THE BOARD OF MANAGEMENT OF AUCKLAND BOWLS INC  
HELD AT MT EDEN BOWLING CLUB  
On Monday 26<sup>th</sup> March 2018 – 1.00pm and Thursday 29<sup>th</sup> March 2018 – 10.00am**

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

**Apologies:** Nil

Before starting the agenda, it was agreed that PV should send out Board Papers for receipt by board members no later than the Wednesday prior to a Monday meeting.

**[Minutes of the Previous Monthly Board Meeting held on 26<sup>th</sup> February 2018](#)**

The minutes of the Board meeting held on **26<sup>th</sup> February** were approved as a true and accurate record.  
**(MF / JF – unanimous)**

**Matters arising from the minutes:**

- Retirement Expo – PV has discussed with Bowls NH and they were enthusiastic. Garry Banks has offered his services.
- Document showing role of Auckland Bowls – PV to recirculate and look for prominent positioning on new website.
- Confirmed that the letter was sent to the player regarding behaviour
- Mission Bay funds – reconfirm use for Bowls3Five

**[Correspondence](#)**

Inwards and outwards tabled.

**Matters arising:**

- Confirmed that Ellerslie letter was sent but not included in correspondence by mistake

It was moved that the inwards and outwards correspondence be approved **(HB / MF – unanimous)**

**[Finance Report](#)**

PV led discussion about the February 2018 Financial Accounts.

**Matters arising:**

Budget for 2018-19 is in formation.

Confirmed that Rostyn Jones will not be continuing on the committee next season

Grant Application – It was moved that an application be submitted to the Blue Waters Community Trust for \$300,000 to cover additional administration and operational costs for 2018-2019 that have not already been funded.  
**(MF / BA – unanimous)**

**Moved...** That the financial report be received and accepted **(MF / HB – unanimous)**

### Avondale Bowling Club:

PV and BA held a meeting with Gerard Hulst this morning. After discussion the following was agreed:

- Need to confirm the true paid up members of the club for this season.
- Gerard to provide his explanation that he would provide to an SGM for Board consideration

**(GS / MD – unanimous)**

### Greens Policy:

After discussion the policy was adopted

**(BA / GS – unanimous)**

### Rawhiti Fund Report

After discussion the following recommendations were approved:

Recommendation One – approved (MF / MD – unanimous)

Recommendation Two – change format to match recommendation one – approved (MD / GS – unanimous)

Recommendation Three – approved (BA / MD – unanimous)

Recommendation Four – approved (MF / HB – unanimous)

Recommendation Five – remove numbers – approved (JF / BA – unanimous)

Recommendation Six – add lighting and support for covered greens – approved (HB / BA – unanimous)

Recommendation Seven – approved (MF / MD – unanimous)

Location of Covered Greens – approved (HB / JF – unanimous)

It was then agreed that the updated report should be sent to the Rawhiti Committee for their consideration.

### Events and Operations Report

#### **Matters Arising:**

- Disappointing end to the rep day with slow results. It was also noted that Howick did not complete H and S briefings at the beginning of the day. PV to follow up with Mia to ensure the correct procedures are being implemented.
- Secondary Schools – great to see progress being made and such a good turnout for the event

### DRAFT Playing Programme

#### **Changes to draft that were agreed:**

- Move 242 Mixed Pairs to Auckland Anniversary Weekend
- NZ Open – remove and look at revised marquee tournament for 2019-20
- Juniors – change back to 1-5 year events.
- Reps – include 1-5 year, development and open squads next season. Need to get other centres to agree.

**Moved...** That the revised playing programme be approved for consultation with clubs.

**(BA / GS – unanimous)**

## Presidents Report

### **Matters Arising:**

- Disappointing that the Men's Triples winners did not compete at the regional finals.
- National Intercentre – players were great ambassadors for Auckland. Good organisation and all went well from that point of view.

**Moved...** That the Presidents report be received and accepted **(MF / HB – unanimous)**

## Board Succession

It was confirmed that all Board members intend to continue as per the rotation schedule.

Evening meetings – it was agreed that meeting times should be flexible to encourage more people to put their names forward. PV to add an option to the application form so that applicants can note if they would be available for meetings during the day and / or in the evening.

## Draft Annual Plan

The draft annual plan as tabled by PV was reviewed with several potential changes identified. PV to continue to work on the document in time for the continuation of the Board meeting at 10am on Thursday.

The meeting was then paused at 4pm.

### **BA reopened the meeting at 10am Thursday 29<sup>th</sup> March.**

The discussion on the annual plan continued with PV presenting an updated document for consideration. Further changes were identified. PV to present a final plan for sign off to the April Board meeting.

## Draft Marketing Plan

The draft marketing plan was reviewed. It was agreed that PV should report back to the next meeting with a revised plan that was more specific with a reduced budget.

## Draft Budget

The draft budget was discussed. It was agreed that a revised version should be submitted to the finance committee and a final copy to be presented to the board for sign off at the April meeting.

The issue of replacing vehicles was discussed. It was agreed that if PV could bring a sponsor to the table then it was worth considering further.

## Other Reports

The following reports were received:

- BWCT grants update
- Open Representative reports from Brett O'Riley and Helen Blick
- Additional correspondence from Gerard Hulst
  - Agreed to go ahead with liquor licence but need to go through the appointed lawyer.

### Membership Management System Report

Need to ensure the specifications are correct and the value proposition to clubs is well articulated. Agreed that it should be tested on a selected group of club volunteers to ensure it meets their needs as well as ours.

### Club Development Update

The report was reviewed with the following points noted:

- Group 9 – report back in due course on an approach to St George / Hunters Corner.
- PV to report back on the clear delineation of staff responsibilities so that there is a single point of accountability in relation to the club development agreements. Review and update the relevant position descriptions.

**Moved...** That the club support report be received and accepted

**(BA / MF – unanimous)**

### General Business

- A vote of thanks to Brett O'Riley and Helen Blick for submitting reports following the conclusion of the National Intercentre.
- Retirement and lifestyle expo – PV to email board members to see who might be available to assist.

The Next Meeting will be held:

Monday 30<sup>th</sup> April 2018 at 1pm

With no further business, the meeting closed 1.20pm

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

Date \_\_\_\_\_