

**MINUTES OF MEETING OF THE BOARD OF MANAGEMENT OF AUCKLAND BOWLS INC
HELD AT MT EDEN BOWLING CLUB
On Monday 28th May 2018 at 1.00pm**

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

BA updated the Board on discussions the appointments panel has had in relation to the Kimberley Committee. The draft Chairman's report for the Annual Report was also discussed with some suggested amendments agreed. It was noted that the Presidents Report has also been drafted.

A brief discussion was also held on the status of Counties Manukau Bowls.

[Minutes of the Previous Monthly Board Meeting held on 30th April 2018](#)

The minutes of the Board meeting held on **30th April** were approved as a true and accurate record.
(MF / HB – unanimous)

Matters arising from the minutes:

- A discussion was held on a suitable replacement for Rostyn Jones on the Finance Committee.
- Duel Membership Rules – PV still to progress discussions with Bowls NZ
- PV to get an update on the response to the vouchers from the Retirement and Lifestyle Expo.
- PV confirmed that the President and Vice President two-year terms would start from this AGM

[Correspondence](#)

Inwards and outwards tabled.

Matters arising:

- Operations Committee Applications – Following discussion it was agreed to defer the decision to next month.
- Blockhouse Bay Constitution – PV noted they had sent in proposed changes to their constitution which have been reviewed with no issues raised.
- Letter from Dobson Bowling Club was noted.

It was moved that the inwards correspondence be received and the outwards approved.
(BA / MD – unanimous)

[Finance Report](#)

PV led discussion about the April 2018 Financial Accounts.

Matters arising:

The interim financial accounts for the year were noted. Audit is underway.

Membership Fees – PV noted the general discussion which took place at the finance meeting regarding different ways to determine the membership fees. PV to circulate emails to the Board.

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

Events and Operations Report

Matters Arising:

- MF queried the Club Champ entry numbers. PV noted they are consistent with entry numbers for these events over the past few years.

Moved... That the events and operations report be received and accepted **(JF / HB – unanimous)**

Marketing Report

Matters Arising:

- Board requested outcomes from the various meetings to be documented rather than just the fact a meeting had been held
- Staff plans – PV to finalise and distribute to Board members in the next couple of weeks. He noted that Steve will take responsibility for the CDA process and monitoring of results with Paul to get involved on issues relating to Marketing.

Moved... That the marketing report be received **(BA / MD – unanimous)**

Club Support Report

Matters Arising:

- A discussion was held on the progress towards signing the first 6 groups. The difficulty in reaching agreement and indeed even getting meetings held was noted. PV was hopeful that the first batch of agreements would be ready for board consideration in the next 2 weeks.

Moved... That the Club Support report be received and accepted **(MF / GS – unanimous)**

BWCT

The updated grants list was noted.

(MD / BA – unanimous)

Presidents Report

Tabled and discussed. It was noted that some clubs are having issues with council over hiring venues for functions that are not bowls related but bring in crucial income. GS also noted that licensing inspectors have also taken issue with clubs (in other sports) that have had too many functions.

The report was received with thanks

(JF / HB – unanimous)

General Items for Discussion

Annual Plan 2017 – 2018: Priority Focus 8 – it was noted that the comment referred to the disability sector rather than the clause in its entirety. Point 9 should be a partial completion as the review has not yet taken place. Point 10, 11, 14 and 16 should be in orange as partial completions with actions carried forward into the new plan. With the above points noted the report was received. **(BC / GS - Unanimous)**

Club Communication Policy – BA noted a couple of changes that have been made since the draft last month. It was also agreed to add point 8 – Board members to be included on circulation list to clubs. With the amendments noted the Policy was adopted. **(BA / MD – Unanimous)**

Communication Survey – The recommendations were discussed. It was agreed that at the least the Friday Flash should come out earlier on a Friday or late Thursday evening. It was also agreed that a suitably designed survey with club themselves be developed and used next season. It was also recommended that all clubs sent in a copy of their handbook. With these points noted the recommendations were adopted. **(BA / GS – unanimous)**

Values – BA outlined his thoughts on revising the current set of values. In his view a better set would be Learn, Share, Collaborate, succeed. MF suggested that Celebrate be added. It was agreed that this set of values should be discussed by the staff as it is important that they agree with them as well. PV to discuss with staff and report back next month. **(MF / HB – unanimous)**

Annual Plan 2018-2019 – The plan was discussed with the following changes agreed:

- Point 8 – change to a target rather than a minimum number.
- Point 13 – Change to a target of best performing Centre overall.
- Point 15 – Change to include artificial and covered greens
- Point 16 – Include in Initiatives / Actions that “Council provide support for our plans”

With the above changes the 2018-2019 Annual Plan was adopted. **(BA / GS – unanimous)**

Annual Budget 2018-2019 – The budget was adopted with a note that the event budget will have to be increased with the Club Champs being added back to the programme. This will not have a material effect given this budget line is breakeven. **(MF / GS – unanimous)**

Club Development Update – It was agreed that a special Board meeting may be required to consider the Club Development Agreements. PV to circulate the information to board members in advance of the meeting.

Avondale – PV waiting on an updated report. Nothing further to add at this stage.

Constitution – The changes drafted by MF were discussed. MF noted a couple of corrections that were made. It was then agreed to put forward these changes to the AGM subject to approval by the IRD. **(BA / MF – unanimous)**

Bowls NZ – PV tabled a change to the Bowls NZ Constitution for consideration. PV noted that the change would clear up the allocation of votes and make it clear how many votes each centre would have. It was agreed to submit the notice of motion to Bowls NZ. PV to consult with other centres and gain their support.

Bowls NZ Delegates – It was agreed to vote for Garry Banks, Murray Dorreen, Michael Feek and Geoff Tuckley. PV was given authority to submit the form to Bowls NZ on behalf of Auckland Bowls. **(BA / JF – unanimous)**

Bowls NZ Club Levy Proposal – The proposal was discussed in detail. It was generally agreed that a change is required but that the model proposed by Bowls NZ was not suitable. The basis of setting the fees should incorporate the casual participants as well as the membership of a club. Further discussion to take place with alternative models to be investigated and a discussion with clubs at the AGM to be held before a final decision on the topic is made.

General Business

AGM – it was agreed to have a discussion on the club fees model and a realignment of affiliation fees.

The Next Meeting will be held:

Monday 25th June 2018 at 1pm

With no further business, the meeting closed at 5.15pm

Signed Chairman _____

Date _____