



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES
MANUKAU 2010 INC.
HELD ON Monday 15th May 2023**

Meeting commenced at 10.03am.

Attending: Pauline Hayward (PH), Jan Larsen (JL), Mark Kamphorst (MK), Ewen McIntyre (EM).
Bev McIntyre (BM) as Treasurer, attended for the financial matters segment.

Apologies: Sue Cameron (SC)

Financial Report:

The financial report showing; account balances, income received, accounts paid, accounts to pay and term deposits was presented by (BM). Two additional payments authorized.

Moved; invoices approved for payment.

Moved: (PH), 2nd (MK), Unanimous

Moved; financial reports be accepted.

Moved: (EM), 2nd (PH), Unanimous

Finance:

Draft budget for 2023/24 tabled and approved. **Moved: (PH), 2nd (JL), Unanimous**
Financial information for auditor progressing. To send to the auditor the relevant information by email as soon as possible.

The draft Financial Statement was tabled and accepted with some slight changes.

Moved: (PH), 2nd (JL), Unanimous

The use of honorariums clarified and to be implemented for next financial year.

Minutes of previous monthly Board meeting:

The draft minutes of the meeting held 17th April 2023 were approved as true and correct.

Moved: (EM), 2nd: (JL), Unanimous

Matters arising from the previous monthly meeting:

On the matters for action:

- Draft budget for 2023/24 completed.
- Review of the use of honorariums completed.
- Financial information backup completed.
- Financial information for audit requirements – WIP.
- New Laws of the Sport distributed.
- Review of Regulation10 completed.

Chairperson's Report:

Today, 15th May is the last day for nominations for President and positions on the BCM Board. Only the minimum number of applications have been received.

The committee looking into migrating the handbook to the website have met and with Board approval, hopefully gained at today's meeting, are ready to make the recommended changes. The upgrade will entail cooperation from all member clubs to provide information on their own governing personnel and tournaments.

Since the issuing of the new Bowls NZ Domestic Regulations there has been some confusion regarding Regulation 2 – Substitute Players. Although the season is coming

to a close we need to amend our own Regulation 10 – Substitutions, to avoid any more confusion.

The season has seen some significant issues with both the administration and player attitudes within the rep teams. A new rep management structure has been prepared and will be discussed at today's Board meeting.

President's Report:

Attended the Centre's various events (Mercedes 1-5 yr. Interclub and the Champ of Champs held at Pukekohe).

Attended a Zone 1 & 2 meeting at Auckland Bowls to discuss administrative matters and planning for next season.

After some discussion regarding alternative dates for the northern intercentre Mercedes finals, it was agreed to hold the event at Kamo on 1 July. Manurewa will be representing BCM.

Secretary:

Correspondence: The inward and outward correspondence report since the last Board meeting was presented.

Centre Management Administration: In addition to general correspondence and administrative matters assisted with: AGM and players meeting preparations, Handbook migration to the BCM website, drafted new Regulation 10 and revised 2023/24 budget, drafted rep management discussion paper.

Reps Report:

As a result of the zone 1 and 2 meeting, a programme for the 2023/24 season was prepared. A few dates are still to be finalised. At the meeting it was agreed to rename Prem.2 'Prem. Development'.

Uniforms are being collected and to be returned to (MK) and (EM) for sorting and storage.

The Intercentre event is scheduled to be held in Wellington next year. In accordance with the Board's guidelines, BCM will not fund the travel or accommodation but would pay the entry fee if the teams are prepared to pay the other costs.

Events Report:

Champ of Champs events held in April. Weather forced several of the events to be held at Pukekohe.

At a recent event some issues of conduct arose. It was clarified and approved by the Board that in future any incidents or matters of concern arising at a BCM event need to be brought to the event's Tournament Director in the first instance, without delay. The application of the new substitution rules required some clarification from Bowls NZ.

The last event for the season will be the Open Triples.

Prize giving to be held on the 6th August will be different this year. It is planned to hold the BCM prize giving at an indoor tournament at Pukekohe. **Action: (EM)**

Planning is already underway for next season. Initial draft programme approved with some minor changes. Once finalised to send to clubs to assist them in their club programme. **Action: (EM) and (MK)**

Information on a new 1-8yr. National Singles event, being organised by a private enterprise, to be held in Wellington in late June was received. To be reviewed if we could participate but due to the lateness in receiving this information it is unlikely.

Greens Report:

With the season now finished clubs with grass greens will be undertaking their winter renovations and maintenance programme.

General Business:

- a. Helen Stallard, a senior bowls official, well known and respected throughout New Zealand has passed away. The Board has agreed to send flowers on behalf of BCM.
Action: (PH)
- b. Administrative changes: The Board have agreed to the following administrative changes, to take effect in June 2023. **Moved: (PH), 2nd: (EM), Unanimous**
Sheryl Brownlee is to take up the role of BCM Centre Secretary. Sheryl will not be a BCM Board Member but will attend board meetings and report to the BCM Board Chairperson. Sheryl will take over the duties of the Board Secretary.
Mark Kamphorst will relinquish the role of Board Secretary and take up the role of Rep Committee Chairperson [previously held by Jan Larsen].
We wish them well in their new roles.
- c. Players' Meeting: This year players meeting will be held on the same night as the AGM. The player's meeting will commence at 6.30pm and attendees will be invited to stay on for the AGM which will start at 7.30pm.
- d. Centre Handbook: The subcommittee met and has prepared an implementation programme to migrate the appropriate information onto the BCM website. The planned programme has been approved by the Board.
Clubs will be contacted and asked to provide their club contact information and Open Tournament programme. The BCM Website changes will occur progressively over the next few months with the intension of having all the necessary information ready for the start of next season.
Action: (MK) and (PH)
- e. AGM planning: AGM preparations continuing. Applications to fill positions will be processed. AGM information details will be issued to clubs and delegates accordingly. The Auditor has been contacted and the financial information is being finalised.
- f. Regulation 10: A revised Regulation 10 draft was discussed and approved by the Board.
The new Regulation to be implemented.
Moved: (MK), 2nd: (PH), Unanimous
Action: (MK)
- g. Bowls NZ AGM: (EM) has been elected as the BCM Centre delegate to attend this year's Bowls NZ AGM.
- h. Bowls NZ AGM Notices of Motion: Four Notices of Motion were received for BCM to consider submitting to the Bowls NZ AGM. Three were approved.
 - i. The Bowls NZ Regulation 2 be rewritten to actually say what it is supposed to say with regards to Champion of Champions events.
 - ii. That the constitutional change at last year's Bowls NZ AGM re 'Delegates Appointed Member' be reconsidered.
 - iii. That there be a defined number of qualifiers in National events.
Action: Support wording to be finalised, (MK) to prepare letter to Bowls NZ.
- i. Rep Management Restructure: A comprehensive paper on the organisation of rep teams and rep management was discussed and the proposals contained in the paper agreed to. Prime changes to be outlined at the Players meeting and AGM.
(MK) in his new role of Rep Committee Chairperson to implement.
Action: (MK)

Next Board meeting:

Date for next Board meeting to be Monday 12th June 2023, commencing at 10.00am.

There being no further business the meeting closed at 2.02pm.

Signed Chairperson: PE. Hayward

Date: 13/06/2023