



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES  
MANUKAU 2010 INC.  
HELD ON Monday 20<sup>th</sup> March 2023**

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Meeting commenced at 10.05am.

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

**Apologies:** nil.

**Financial Report:**

The financial report showing; account balances, income received, accounts paid, accounts to pay and term deposits was presented by (BM). One additional invoice tabled for payment.

Agreed to reinvest one term deposit maturing at the end of March and open another term deposit with funds currently held in the savings account.

Moved; account to pay approved for payment and the Finance report be accepted.

**Moved: (PH), 2<sup>nd</sup> (JL), Unanimous**

**Finance:**

A draft budget will be prepared for the board to consider at their meeting in April.

**Action: (PH, MK, BM) to prepare a draft budget for 2023/24.**

To review the use of honorariums to offset costs incurred by various BCM volunteers appointed to undertake various roles.

**Action: (SC) to investigate.**

To determine what financial data recorded electronically needs to be included on a back-up data device.

**Action: (BM) to review and advise.**

**Minutes of previous monthly Board meetings:**

The draft minutes of the meeting held 13<sup>th</sup> February 2023 were approved as true and correct.

**Moved: (MK), 2<sup>nd</sup>: (PH), Unanimous**

**Matters arising from the previous monthly meetings:**

On the matters for action:

- To review the use of honorariums to offset costs incurred by various BCM volunteers [SC] WIP.
- Determine what financial information is to be held on backup data device, WIP.
- Auckland Bowls contact regarding Infoline.
- Advised publishers about centre handbook.
- Delegates' forum held.
- Determine what events information is to be held on backup data device, WIP.

**Chairperson's Report:**

We are now starting to prepare for the AGM with the challenge of securing sufficient members to fill the Board positions, the various committees and operational positions so we can provide a comprehensive programme for next season.

Our representative programme for this season is coming to an end which has thrown up some challenges. My thanks to all the rep coaches, managers and rep committee members as well as the players for all their efforts.

### **President's Report:**

Attended the Centre's 1 – 5 yr. Singles event at Buckland BC which was a success.

### **Secretary:**

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

**Centre Management Administration:** The second and final planned Delegates/Centre Forum for the season was held. The annual club membership returns have been received and reviewed which shows a slight increase in full playing members in the BCM region. Prepared a slight amendment to Regulation 3 regarding the process in establishing a judicial committee.

### **Reps Report:**

The National Intercentre event was held in Christchurch. The women's team did well progressing through to the quarter finals.

The Prem. 2 teams attended a regional event, held in Howick, hosted by Auckland Bowls at which 8 regions participated.

Two more events are scheduled for this season in late March and April.

The Board is to undertake a review of the rep structure and current arrangements with a view of making improvements for next season.

### **Events Report:**

The Mercedes 1-5 Interclub to be held in March will be played at Pukekohe.

The Champ of Champs programme commences in March and through April.

### **Greens Report:**

Nothing to report

### **General Business:**

- a. **Infoline:** Advised that Auckland Bowls may be ceasing their infoline service. BCM Infoline was not used in the last three months. The Board has agreed to cease the BCM Infoline when the current term expires. To adopt a new system of texting skips to advise any cancellations, venue or time changes.

**Action: (MK) to advise Auckland Bowls to cancel Infoline service.  
(EM) to set up new system.**

- b. **Centre Handbook:** Agreed to migrate the appropriate information onto the BCM website. To set up a working group for this purpose.

**Action: (MK) to establish a working group.**

- c. **AGM planning:** The BCM has set a date for the AGM - Tuesday 27<sup>th</sup> June, commencing at 7.30pm at the Pukekohe Cosmopolitan Club. We will also have the 'Players Meeting' on the same day and venue, commencing at 6.30pm. AGM planning, forming the Selection Committee and correspondence to clubs etc. are underway. There will be three (3) Board vacancies to fill this year. **Action: (MK)**
- d. **BCM Prize giving:** The BCM prize giving this year will be on Sunday 6<sup>th</sup> August. To make the prize giving more of an event we will be combining the prize giving with a tournament to be held at Pukekohe. Details are being organised. **Action: (EM & PH)**
- e. **Amendment to Regulation 3:** A proposal to amend the current requirement to appoint a 'Committee Administrator' has been discussed and approved which will make the process of establishing a judicial committee significantly quicker and easier.

**Moved: (MK), 2<sup>nd</sup>: (PH), Unanimous**

- f. Tuakau BC: A request from the Tuakau BC to assist with legal cost concerning ownership of the premises and grounds was discussed and not approved.  
**Action: (MK) to advise Boards decision.**
- g. Regulation 10: The World Laws of Bowls and Bowls NZ Regulations have amended the requirements surrounding 'replacements and substitution', which take effect on 1 April 2023. The BCM Regulation 10 will need to be amended accordingly.  
**Action: (PH & EM) to review and propose amendment.**
- h. Club Championship Events: Clubs are reminded that when planning their club championship events that they should not be held on the same date(s) as Centre or Bowls NZ national events. In addition, club championship event conditions of play should endeavour to reflect Centre or National conditions of play.

**Next Board meeting:**

Date for next Board meeting to be Monday 17<sup>th</sup> April 2023, commencing at 10.00am.

There being no further business the meeting closed at 12.37pm.

Signed Chairperson: PE. Hayward

Date: 19/04/2023