



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES
MANUKAU 2010 INC.
HELD ON Tuesday 12th April 2022**

Meeting commenced at 10.00am.

Attending: Pauline Hayward (PH), Jan Larsen (JL), Mark Kamphorst (MK), Adrienne Tilyard (AT), Ewen McIntyre (EM).

Apologies: nil.

Minutes of previous monthly Board meetings:

The draft minutes of the meeting held 1st March 2022 were approved as true and correct.

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

Matters arising from the previous monthly meeting:

On the matters for action:

- Payment to clubs and umpires processed. (AT).
- Zone 2 meeting arranged, to be held April to discuss "Kauri Kaimai and next season. (JL)
- Storage box purchased. (AT)
- Mercedes COP finalised and distributed, entry fee reviewed. (EM)
- Marne Rd BC contacted regarding their return. (PH)
- AGM preparations – WIP. (MK)
- Reports from rep coaches reviewed and summary discussed by the Board. (JL)

Chairperson's Report:

Preparations for the 2022 Bowls Counties Manukau AGM continue with the notification of the time, date and venue being emailed to all member clubs. Notices of motion need to be submitted to the Board Secretary by 30th April.

The call for applications for Board member vacancies will be sent out shortly. The BCM Board consists of the President and five other members. This year we will have four vacancies to fill. Three members of the Board have completed their two-year term of office. Two of these members will be seeking re-election to the Board. The position of President is voted on every year.

Our financial year ends on 30th April, so preparations are underway to produce a budget for the next financial year and to prepare the accounts for auditing.

Interesting discussions took place with Bowls New Zealand concerning replacements and substitutes for the Centre's Champion of Champions events. It is worth noting that Bowls New Zealand consider that the Club's Championships, the Centre's Champion of Champions and the National Champion of Champions are all part of the same event.

Moved the reports be accepted.

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

President's Report:

Our events programme is finally underway. The Interclub 7's was played in awful weather conditions. Both the Men's and Women's were won by Manurewa who then went on to play in the zone's playoff at Te Puke on Saturday 9th April. Bowls3Five this year was won by Homai, who will go down to Naenae to join Manurewa in the national Bowls3Five competition.

Over 60 Champ of Champs singles and pairs were played at Buckland, Champ of Champs triples and fours were played at Papakura. Congratulations to the winners. Moved the reports be accepted. **Moved: (JL), 2nd: (AT), Unanimous**

Secretary:

Correspondence; The inward and outward correspondence report for the last month were presented and approved. Moved the reports be accepted.

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

Centre Management Administration:

- Contact with publisher regarding next seasons Centre Handbook.
- Participated in the Bowls NZ informal 'teams' meeting for Centre Administrators
- Assets register to be updated for end of year accounts.
- To provide summary and costing of new uniforms purchased this year for the end of year accounts. **Action: (JL) to provide the information.**

Financial Report:

The annual monthly 'Income & Expenditure' summary report showing a monthly breakdown by cost center was tabled.

The current balances of the BCM bank accounts, invoices/accounts to pay and income received were tabled for approval.

Moved the Finance reports be accepted.

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

Finance:

Still awaiting the invoice from the Auditor for the last audit report. To contact the Auditor regarding the information required for this year's accounts.

Action: (PH) to contact the Auditor.

BCM Infoline costs charged by Auckland Bowls have increased significantly, to be reviewed.

Action: (PH) Inquire as to direct arrangement with Spark, discuss with Auckland Bowls.

Interclub 7's event fee approved for payment to Bowls NZ. Then invoice Manurewa for the entry amount.

Action: (AT) to make payment and invoice club. (PH) to reply to bowls NZ re payment.

Reps Report:

Need to order bowls stickers for next season.

Action: (JL) to make enquiries of cost and availability.

Rep Coaches feedback comments were received and reviewed. Overall, disappointed with the teams results. Will need to review before next season.

Action: (JL) to review and make recommendations to the Board.

New rep uniform additions were a success.

Plan to attend a Zone 2 meeting in Te Aroha in April to discuss next season.

Also plan to meet with Auckland Bowls.

Action: (JL) to attend meetings.

Events Report:

Now, well into the revised event programme. There have been some teething issues but overall it is working well. It has been a steep learning curve and clubs have yet to embrace all the aspects of the new events structure.

Payment schedule to clubs for events held to date tabled by Event Manager.

Moved: (PH), 2nd (MK), Approved 3 votes to 2.

For future events, clubs will only get the full payment if they undertake all the aspects of the new event structure, including appointing a Tournament Director for the event, as outlined in the BCM Operational Document. Payment for the greens preparation and use for an event has been increased from \$50 to \$75.

Moved: (PH), 2nd (JL), Approved.

Grants Report:

Nothing to report.

Greens Report:

Greens for the next few events [to 1 May 2022] have been finalised.

General Business:

- a. COVID 19: The mandate for vaccine passes to enter premises or events has now been lifted by the government in most situations. Sports organizations such as bowls clubs can now make up their own mind as to whether to continue their "My Vaccine Pass Requirement" position or not. Bowls NZ have recently changed their position, to allow both vaccinated and non-vaccinated bowlers to play in their events and/or attend as a spectator. Bowls NZ have said that they do not wish to unduly influence clubs on their decision on this matter. BCM have now decided to remove their Vaccine Certificate Policy from its current operating procedures, effective as from 12th April 2022, in line with the Bowls NZ direction. Clubs will need to determine their own position on this matter.

Action: (MK) to send out a formal notice to clubs on this matter.

- b. CLUB AFFILIATION FEES: The matter of a credit of some of the affiliation fees paid was discussed, in line with what Bowls NZ did earlier in the season. Following a review of the BCM financial situation, it was agreed to implement a 25% credit to clubs of their affiliation fees paid this season.

Moved: (PH), 2nd (EM), Approved.

Action: (MK) to advise clubs on this decision.

- c. The end of year accounts and a draft budget for the 2022/23 year are being prepared.

Action: (PH) & (AT) to undertake.

- d. To ensure accurate records are kept, the Event Manager is to keep a record of all event winners. This information will also be used for 'Gold Star' and 'Player of the Year' awards.

Action: (EM) to undertake.

- e. Replacement players [for Champ of Champs events], The Club Secretary or person who enters the team must put the names of the actual club winners, as part of the entry information. Bowls NZ have indicated that they regard the club champ of champs, regional champ of champs and national champ of champs as being one event and therefore the replacement/substitution condition apply to the three levels played.

Action: (PH) to seek further clarification from Bowls NZ.

- f. Centre Handbook format was reviewed to provide feedback to the publisher for next season's booklet.

Action: (MK) to provide comments back to the publisher.

- g. Limited playing Members definition was discussed as some clubs appear not to apply the definition as per the BCM constitution.

Action: (MK) to email clubs with the constitutions definition.

- h. AGM: Continuing to organize and prepare for the AGM.

Next Board meeting:

Date for next Board meeting to be Monday 16th May 2022, commencing at 9.30am. There being no further business the meeting closed at 1.17pm.

Signed Chairperson:

PE. Hayward

Date: 18/05/2022