



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES  
MANUKAU 2010 INC.  
HELD ON Friday 17<sup>th</sup> February 2023**

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Meeting commenced at 1.00pm.

**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). Several [6] additional invoices tabled for payment.

Moved; accounts to pay approved for payment. **Moved: (PH), 2<sup>nd</sup> (SC), Unanimous**  
Moved; the Finance report be accepted. **Moved: (PH), 2<sup>nd</sup> (EM), Unanimous**

**Finance:**

It was discussed and agreed that the Board will no longer hold any money raised by rep teams should they wish to fundraise.

A revised BCM Budget format was tabled and agreed to. It was agreed that 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.**

Auditor [Kudos Murray Audit Ltd] contacted and agreement reached for KMAL to undertake this year's audit. Audit cost will be in line with last years.

To review the use of honorariums to offset costs incurred by various BCM volunteers appointed to undertake various roles. Broad agreement that costs incurred by volunteers should be offset to some degree. **Action: (SC) to investigate.**

Interclub 7's; awaiting invoice from Bowls NZ. BCM to pay invoice and then seek reimbursement from clubs. To confirm that Papakura has entered their women's team in the event. **Action: (JL) to contact Papakura and confirm.**

Intercentre national event: Entries paid, travel paid, accommodation and transport booked.

For BCM's financial data recorded electronically, a back-up data stick will be used and stored off-site [held by the Chairperson]. Data stick to be updated every three months. **Action: (BM) to download data and forward to PH.**

**Minutes of previous monthly Board meetings:**

The draft minutes of the meeting held 12<sup>th</sup> December 2022 were approved as true and correct. **Moved: (EM), 2<sup>nd</sup>: (PH), Unanimous**

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

On the matters for action:

- Uniforms for purchase removed from BCM website actioned.
- Auditor contacted.
- Constitution changes amended and submitted to Companies Office.
- Preparing and booking for Intercentre event in Christchurch actioned.
- Delegates forum meeting in February arranged.
- Centre Handbook and Infoline notices to clubs actioned.

### **Chairperson's Report:**

Significant time and resources have been spent by several Board members and others dealing with issues related to the rep teams. This additional pressure is of concern when added to the stress of other duties required to be undertaken.

The amendment to the constitution has been accepted by the Companies Office and will now be in effect.

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

Attended the Centre's Open 4's. Heavily involved in organising the BCM teams for the National Intercentre event.

### **Secretary:**

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

**Centre Management Administration:** There were several matters requiring administrative attention including; organising the Delegates meeting, preparing documents for the Companies Office, notices to clubs regarding the Centre Handbook and Infoline, discussion papers for the Board, attending a meeting at Tuakau BC and collecting and collating the annual club membership data.

### **Reps Report:**

The rep events planned for 15<sup>th</sup> February and 18/19<sup>th</sup> February were cancelled due to cyclone Gabrielle. A hastily arranged series of games for the 6 rep teams to be held at Buckland on Sunday 19<sup>th</sup> February so that the rep teams would have some playing time together.

The scheduled Zone 2 meeting will be held in April. Topics for discussion include February's cancellation and running zone 2 events next season.

Preparations being finalised for the Intercentre event in Christchurch in March 2023. As previously agreed the players and management support are to contribute towards the cost of the event. Efforts to secure a grant for this event were unsuccessful.

### **Events Report:**

The 4's Open event was held. 9 women's team and 8 men's teams entered, which is less than in previous years. The second day was transferred to the Pukekohe indoor green because of the weather. The resulting byes in the women's event did cause some concern for some players and was discussed by the Board. It was decided that the current format will be unchanged. However, the COP will be amended to make reference to byes should they occur.

Venues for the coming events yet to be finalised. They will be determined after the greens judging.

We have been advised that Homai BC will be closed as from 2<sup>nd</sup> March for extensive club renovations.

### **Greens Report:**

The annual judging of greens is scheduled to be held on 20/21 February.

### **Grants Report:**

Grant applications for the Christchurch event have been unsuccessful.

### General Business:

- a. Infoline: Awaiting club feedback re the use of the infoline and try and get some data from Auckland Bowls as to records of use. **Action: (PH) to contact Auckland Bowls.**
- b. Centre Handbook: Awaiting feedback from clubs and to discuss at delegates forum. If a volunteer is not forthcoming we will advise the publishers that we will not require a Centre Handbook next season. **Action: (MK).**
- c. Delegates and Centre Forum: The next Delegates and Centre Forum is to be held on Tuesday 21 February 2023, to send reminder  
**Action: (MK) to email Clubs and Delegates.**
- d. BCM Planning meeting: The BCM planning meeting for next season will be held after March's Board meeting.
- e. Club Membership Development Grant: The grant application from Hunua for funds to purchase bowls to attract new members at their regular twilight bowls evenings was successful. BCM will grant \$500 to assist in the purchasing of new bowls. PH and SC abstained from the approval process.
- f. Discussion paper on BCM Board : A discussion paper on the future role and functions of the BCM Board was presented and discussed. Of concern is the ability to undertake all the Board's governance and operational functions with the limited number of Board members and current volunteers. To discuss further and also raise at the Delegates Forum and AGM.
- g. Umpires recommendation: The BCM Umpires Association forwarded a recommendation on amending the BCM COP regarding who gives permission for visiting the head during play. The recommendation was accepted.
- h. For BCM's Event management and programme data recorded electronically, a back-up data stick will be used and stored off-site [held by the Chairperson]. Data stick to be updated every three months. **Action: (EM) to download data and forward to PH.**

### Next Board meeting:

Date for next Board meeting to be Monday 13<sup>th</sup> March 2023, commencing at 10.00am.

There being no further business the meeting closed at 3.56pm.

Signed Chairperson:

P. E. Hayward

Date: 30/03/2023