



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES
MANUKAU 2010 INC.
HELD ON Monday 10th October 2022**

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 presented by (BM).

The monthly income/expenditure spreadsheet, current balances of the BCM bank accounts, term deposits, invoices/accounts to pay, invoices paid and income received was tabled for approval. Three further invoices for payment tabled for approval.

Moved the Finance report be accepted. **Moved: (EM), 2nd (SC), Unanimous**

Finance:

Fundraising for Rep teams to be separately identified for Rep team use later in the season.

Term deposits renewed as they fall due for 12 month terms at current interest rates.

Invoices to Clubs to be sent out in October for the annual affiliation fees to BCM. New invoice format prepared and club membership numbers given to the Treasurer.

Minutes of previous monthly Board meetings:

The draft minutes of the meeting held 12th September 2022 were approved as true and correct.

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

Matters arising from the previous monthly meetings:

On the matters for action:

- BCM email structure – costs and process for new emails obtained. Decided not to proceed with changing email structure.
- Auditors report and date for SGM – WIP.
- List of Rep applications sent to the Board.
- Rep badges to be discussed with Prem. 1 teams, to provide comment. To then be considered by the Board. WIP (JL)
- Bowls toucher sprays purchased.
- Grants for Intercentre event travel. WIP (JL, PH)
- Feedback to Umpires on guidelines document to be done at their next meeting. (PH)
- Promotional leaflet being worked on. WIP (PH).
- A BCM coaches section to be added to the BCM website. (PH)

Chairperson's Report:

Update on the Audited financial accounts situation:

On Thursday 6th October I finally managed to speak with the Auditor Peter O'Brien. He advised that he was no longer able to complete the audit and he referred us to a colleague who could finish off the audit. On contacting his colleague he advised that he would not be able to do any work for us until the end of November. He did however give me the name of another auditor (Kudos Murray Audit Ltd) who he

believed would be able to help. I therefore contacted Kudos Murray Audit Ltd. On explaining the situation he advised that he would be able to help us. The Companies Office has been contacted to ask for a time extension to file the financial report.

President's Report:

A good level of entries in the 2-4-2 Mixed Pairs event.

Secretary:

Correspondence: The inward and outward correspondence report for the last month was presented.

Centre Management Administration: There were several matters requiring administrative attention including; establishing the BCM Judicial Committee, Centre Handbook errors, rep issues, enquiries from Bowls NZ, insurance matters, Membership Development Fund Grants.

Reps Report:

Received a donation of \$1,400 for the Prem. 1 women's intercentre team. In addition the Prem.1 women will be fund raising to offset expenses when attending the National Intercenter Event in March.

Selector/Coaches continuing to work with their squads.

Rep white shirts and jackets issued to Prem. 2 teams for a challenge event with the Auckland Bowls Development squad on 12 October.

To organise a Tournament Director for the Rep event at Buckland BC on 19 February 2023.

Action: (JL).

The suggestion for Prem. 1 team members to be issued with BCM rep badges is to be discussed with the Prem. 1 members and their opinions then considered by the Board.

Events Report:

The Triples is to be rescheduled due to inclement weather. Plan to hold the event on 20/21 May 2023. Venue TBA. Skips of the entered teams to be advised. Refunds will be available to those teams who have entered.

**Action: (EM) to advise skips.
(PH) to put notice on website.**

Open Pairs event has good numbers of entries.

Open Singles to be held at Buckland BC.

Recent events have shown good levels of entries and if current increases continue there may be a need to limit entries.

Action: (EM) to discuss further.

The Bowls 3Five: There can be multiple entries from a club if there is interest.

Interclub 7's: For clubs with small memberships a composite club entry can be considered on a case by case basis. Clubs need to apply to the Event Manager for approval in the first instance.

Action: (MK) to advise clubs.

Greens Report:

Venues for the Centre Events for October have been finalised.

Grants Report:

For next year's Intercentre event to be held in Christchurch, accommodation is very tight due to several major events in the Christchurch area. Accommodation has been found near the Intercenter venue [approximately 4 kms away] in two separate motels. Moved that accommodation be booked:

Moved: (EM), 2nd (MK), Unanimous.

To apply for a grant for the above accommodation costs to be made to the Grassroots Foundation or the Active Trust, as decided by PH.

Action: (PH) to apply.

To apply for a grant, from the Trillian Trust, to cover the cost of airfares to attend the Intercentre Event in Christchurch.

Action: (PH) to apply.

General Business:

- a. Auditor situation: Due to the delays in finalising the audited accounts it was agreed to send an update to the Clubs and Delegates. **Action: (MK).**
- b. Promotional leaflet: A number of variations were discussed. To finalise and print out for promotional distribution. **Action: (PH)**
- c. Player attitudes and conduct at BCM events: There have been several recent incidents where players did not behave in accordance with BCM's Code of Conduct or Rules of the Sport. It was agreed that at the commencement of each event the Tournament Director will remind players of their responsibilities and conduct. The Umpire for the event should be introduced and asked to say a few words regarding 'bad habits' that may be creeping into players' games that are not in accordance with the laws of the Sport or COP. In addition, a reminder to players of their responsibilities and conduct requirement to be included in the standard reply to those entering an event.
Action: (EM).
- d. Judicial Committee: With the new committee established to hold a workshop for members. **Action: (MK) to arrange a workshop.**
- e. Delegates and Centre Forum: As discussed at the AGM, to hold a Delegates and Centre forum on 14th November. **Action: (MK) to invite Delegates.**
- f. Centre Handbook: Following a review of the process and work involved in developing a yearly Centre Handbook, it was proposed to **not** put out a handbook next year as all the relevant information can now be put on the BCM Web site.
Moved: (MK), 2nd: (PH), Unanimous
- g. Bowls NZ annual regional meetings with members: Due to the very poor turnout of members at the last meeting, it was agreed to contact Bowls NZ to try and arrange a 'day time' meeting at a club venue such as Papakura.
Action: (MK) to contact Bowls NZ.
- h. To further improve communications, a BCM Board Representative would be willing to attend any of the member club's AGM or Executive meeting to give an overview of current BCM issues and activities, and openly discuss any matters of concern.
- i. BCM website: To put in place a new sub-heading "Support Organizations" which would contain information on the BCM Greenkeepers, Umpires and Coaches groups.
Action: (PH).
- j. Member status: There appears to be some confusion as to the actual status of players currently playing. The BCM constitution recognises four (4) categories of members as listed in clause 8.1 (a) of the constitution (their corresponding definitions are found in clause 36).

Next Board meeting:

Date for next Board meeting to be Monday 7th November 2022, commencing at 10.00am.

There being no further business the meeting closed at 12.55pm.

Signed Chairperson:

P.E. Hayward

Date: 10/11/2022