



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES
MANUKAU 2010 INC.
HELD ON Monday 8th August 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 were tabled for approval.

Moved the Finance report be accepted.

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

Finance:

New email address for the Treasurer was set up and operating satisfactorily.

Minutes of previous monthly Board meetings:

The draft minutes of the meeting held 11th July 2022 were approved as true and correct.

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

Matters arising from the previous monthly meetings:

On the matters for action:

- New email address for Treasurer actioned.
- Clubs advised of vacant positions to run events.
- Clubs advised of Rep management support structure.
- Rep muster occurred.
- BCM events programme finalised and put on website.
- Last season's events cost/income breakdown finalised subject to a final invoice from the Pukekohe Cosmopolitan Club.
- BCM email structure – WIP.
- Auditors report and date for SGM – WIP.
- Review of Regulation 17 completed.
- Tuakau BC accepted as a new club member.

Chairperson's Report:

Revised Statement of Accounts completed and sent to Auditor. Awaiting his response which is delayed due to medical issues. On approval a SGM will be called. Prize giving on 7 August went well but was disappointed with the low turnout of players. The Board will have to review this event.
Welcome to the Tuakau Bowling Club as a new club member.

President's Report:

Organised a 'Rep muster' for this year's rep applicants. A good turnout and very interactive.
The low turnout at this year's prize giving was noticeable with many players who were due to receive a certificate not present.

Secretary:

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

Centre Management Administration:

- Processing Rep applications
- Tuakau BC new club member correspondence
- Review Regulations 3, 7, 17, 21.

Work progressing on next seasons Centre Handbook.

- Correspondence with Bowls NZ on Agrichemical WOF survey.

Reps Report:

A Rep muster workshop on Sunday 31 July was successful. A good turnout.

A list of rep applicants to be prepared and sent to the Board.

Action: (JL) to prepare send.

Some discussion on the selection process. **Action: (MK) to draft a process and send to (JL). (JL) to meet with Rep committee to discuss team selection process.**

Training sessions and assessment to commence in September.

Action: (MK) to contact Papakura BC.

Proposal to consider having team badges for Prem. 1 teams as a form of recognition.

Action: The Board to consider and discuss at next meeting.

Agreed to purchase 'bowls spray' for teams to use at competitions. To purchase sufficient sprays for all 6 teams [1 spray per team].

Action: (JL) to organise.

Events Report:

Next season's event programme has been finalised and put on the BCM website.

A good response to the Executive 4's event. The event programme being finalised and will be sent out to clubs.

Action: (MK) to send to clubs.

Discussed aspects of the BCM events COP regarding qualifying for post section play. If there is less than 12 teams/singles players, only 4 will qualify for the post section round.

Action: (EM) to finalise and amend COP.

Several expressions of interest have been received from players interested in assisting BCM at the Centre Events.

Action: (EM) to follow up in the inquiries.

Grants Report:

To look at a grant for next year's Intercentre event to be held in Christchurch.

Action: (JL) to finalise travel and accommodation details, (EM) to apply for grants.

Greens Report:

Clarks Beach BC plan to hold a memorial tournament in recognition of G Barriball and T Boyd.

General Business:

- BCM Constitution: To propose at the next general meeting a change to clause 26.4 to make it consistent with the Bowls NZ Centre template.
Action: (MK) to prepare wording.
- BCM Regulation 17: To amend Reg. 17.1 to read that points will only be awarded for Centre Events not National Events.

- c. BCM Regulations: A proposal to remove Regulation 7, amend Regulation 21 to reflect a clear process for Code of Conduct incidents and some minor changes to Regulation 3 was accepted. **Moved: (MK), 2nd: (PH), Unanimous**
- d. Bowls NZ Centre visit: To be held at the Pukekohe Cosmopolitan Club 11th August.
- e. Companies Office Annual Return: Due to the delay in receiving the Audited accounts the Companies Office has agreed to a later filing date.
- f. SGM: A SGM to approve the annual accounts will be held as soon as possible after receiving the audited accounts from the auditor.
- g. Agrichemical WOF: Bowls NZ have advised the Centre of clubs who have not sent in their WOF survey sent out on or around September 2021. Bowls NZ have clarified that compliance with holding chemicals and spaying greens is the club's responsibility. **Action: (MK) to send out reminder to clubs.**
- h. The Board is to establish a "Judicial Committee" in accordance with clause 23 of the constitution. **Action: (PH) to coordinate.**
- i. C MDF: [Club Membership Development Fund] The Board has considered and approved an application from the Te Kauwhata BC for \$474.36 for advertisements, flyers and posters.
- j. Investigation into an 'on-line' registration for Centre Events is progressing.
- k. Clearance Certificate: Following discussion, it was decided to retain the Clearance Certificate but to remove the Bowls NZ logo.
- l. Center Events Organisation: It was agreed to purchase display boards for Centre Events to "Welcome players" and post event notices. For tournament officials, to purchase identification card holders and print identification tags which can be attached to lanyards. **Action: (EM) to purchase and prepare.**

Next Board meeting:

Date for next Board meeting to be Monday 12th September 2022, commencing at 10.00am.

There being no further business the meeting closed at 1.35pm.

Signed Chairperson: PE. Hayward

Date: 20/09/2022