



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES
MANUKAU 2010 INC.
HELD ON Monday 11th July 2022**

Meeting commenced at 10.00am.

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.

Minutes of previous monthly Board meetings:

The draft minutes of the meeting held 20th June 2022 were approved as true and correct.

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

Matters arising from the previous monthly meetings:

On the matters for action:

- Rep bowls stickers ordered.
- Rep management structure finalised.
- Alternative arrangements for “info – line” investigated. Agreed to keep status quo and review early in 2023.
- Set up new term deposits with ASB.
- Yr. 1-5 pairs event reviewed. To keep the current format for next season.
- Application for \$500 from the Club Membership Development Fund approved for Homai BC for a new road sign.
- New events operating structure finalised and to be implemented.
- Documentation from Tuakau BC for ‘new club membership’ received.
- Samples of new lanyards obtained for Tournament Officials for next season’s events.

Chairperson’s Report:

The BCM Players meeting on 21st June went well with players leaving the Board quite a few items to consider for next season. It was good to have a free and open discussion with the payers.

Eleven of our fifteen clubs sent their delegate to this year’s AGM. It was unfortunate that the Board was not able to present a set of audited accounts. However, a copy of this year’s Statement of Accounts had been distributed to the clubs and delegates before the AGM. Although clubs had been asked to notify the Board of any questions relating to the accounts this had not happened. As a result, the Board had been unable to comprehensively answer some of the points raised.

This year’s Board consists of four members from last year plus Sue Cameron from Hunua. Sue will be a very valuable addition to the Board. Once again, due to the disappointing lack of nominations for positions on the Board we start the new year with one member short.

Having only recently completed the 2021-2022 season, work has already started on preparations for the next season. I know the Board will work together again to make 2022-2023 another successful year for Bowls Counties Manukau.

President’s Report:

Finalised the rep programme and management structure for next season.

Financial Report:

The financial report presented by (BM) [as the BCM Treasurer].

The current balances of the BCM bank accounts, 4 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:

The proposed budget for BCM was tabled.

A monthly income/expenditure spreadsheet was tabled to assist the Board in tracking BCM monitory activities.

To set up a new email address for the Treasurer. **Action: (BM/EM) to establish.**

Secretary:

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

Centre Management Administration:

- Working on updating next season's Centre Handbook. Still to receive information from some clubs. Intending not to have a Centre Handbook next season and to put all the information on the BCM website.
- Currently there are several vacancies for running our BCM events.

Action: (MK) to send notices to clubs.

Reps Report:

Applications for rep team positions still open to end of month.

Action: (MK) to send a reminder to clubs.

Following the report from (JL), the recommended list of Coaches/Selectors/Managers for the 6 rep teams was discussed and approved by the Board.

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

Action: (MK) to advise those appointed.

A 'rep muster' for all those interested in playing in rep events this season to be organized for 31 July at Papakura BC. **Action: (MK) to advise clubs, (JL) to organise.**

Events Report:

Next season's events programme has been reviewed and no changes were proposed. Some minor amendments to the 'Events Committee – role and responsibility' and the 'Operational Events and Tournament Structure' documents were discussed and finalised.

Action: (MK) to amend and reissue.

A break-down of income/expenses per event to be updated once all the invoices have been received. **Action: (EM)**

Grants Report:

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

Greens Report:

Nothing to report.

General Business:

- a. **BCM Emails:** To review the current email addresses with a view of setting up a new 'domain' address instead of using gmail.

Action: (PH) to inquire with Red Office.

- b. **SGM:** To contact the auditor regarding availability of auditor's report.

Action: (PH).

To set up a SGM when the Board has received the auditor's report. To also

include at the SGM a motion to amend the constitution to only require an independent financial report in place of an auditor's report.

- c. BCM Regulation 17: To review application for recognition of 'national' events [Open and Champ of Champs].
- d. Prize giving: To send out reminder to clubs. **Action: (MK).**
- e. Affiliation fees: As adopted at the AGM, the Board supports the new 'student' affiliation fee category of \$20 per student.
Moved: (PH), 2nd (JL), Unanimous
- f. Taukau BC: Having received a signed copy of the club's meeting minutes, it was moved that BCM accept Tuakau Bowls Incorporated 2022 as a new member.
Moved: (PH), 2nd (JL), Unanimous
BCM to formally notify Bowls NZ of the new member. **Action: (MK).**
- g. Players' Meeting: a number of matters were raised at the meeting which the Board have considered:
 - I. Some players are having difficulty with accessing the BCM website on their mobile phones. This appears to be a problem with some [mostly older] phones.
 - II. To email clubs at the start of next season reminding that event entries by email can be sent by either players directly or through the club if the club is willing to do that.
 - III. No change to the programme next season relating to the Labour weekend event.
 - IV. Currently considering a review of the parameters to qualify through to post section play in BCM events.
 - V. To trial holding the players meeting and AGM on the same night.

Next Board meeting:

Date for next Board meeting to be Monday 8th August 2022, commencing at 10.00am.

There being no further business the meeting closed at 12.25pm.

Signed Chairperson: PE. Hayward

Date: 11/08/2022