



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES
MANUKAU 2010 INC.
HELD ON Monday 12th September 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: (PH), 2nd (JL), Unanimous

Finance:

Approved the first half year payment of the honorariums for Chairperson, Secretary, Treasurer and President, to be paid in October. **Moved: (MK), 2nd (SC), Unanimous**

Minutes of previous monthly Board meetings:

Correction; In the Greens Report it should read G Bariball not G Barrymore.

The draft minutes of the meeting held 8th August 2022 were approved as true and correct.

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

Matters arising from the previous monthly meetings:

On the matters for action:

- BCM email structure – WIP. Red Office to provide more information (PH)
- Auditors report and date for SGM – WIP.
- List of Rep applications to be sent to the Board. WIP (JL)
- Rep selection process drafted and sent to (JL).
- Papakura BC contacted re rep practice.
- Rep badges to be discussed by Rep Committee, to provide comment. WIP (JL)
- Bowls toucher sprays [for rep teams] to be purchased. WIP (JL)
- Events COP regarding post section play finalised. (EM)
- Grants for Intercentre event travel. (JL) WIP
- Email to clubs re Agrichemical WOF sent.
- Appointed members to the BCM Judicial Committee. WIP (MK)

Chairperson's Report:

Our 2022-23 bowling season opened on 28th August with the Executive Fours event. The event was well attended and played in a good spirit. The event always provides a good opportunity for the Board to meet and get to know our club administrators.

Unfortunately the Handbooks were not available at the event but have since been distributed to clubs. The preparation of the Handbook requires a great deal of work which has fallen to our secretary this year. We need to decide whether we keep the Handbook as at present or move to an alternative version.

The auditor has still not completed the audit of our accounts. On Wednesday 7th September the Auditor was advised that we were very concerned about the delay

and that we were again running out of time to submit the accounts to the Companies Office. He advised that he would be asking an associate to complete the audit.

Attended an interesting meeting with Jodie Hunn from SPORTY regarding the website. Jodie described some feature of a proposed web site which would be very useful for the Centre but of course this all comes at a cost. We also have the option of discussing with Bowls New Zealand their players' hub which we may be able use for Centre events.

President's Report:

Attended the Buckland BC season opening day, very successful.

Secretary:

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

Centre Management Administration:

- Processing Judicial Committee prospective members .
- Centre Handbook finalised and distributed.
- Reviewed Regulations 10 following a query.
- Worked on several aspects involving Rep Support Management appointees.
- Attended meeting to review Sporty website proposal.
- Developed a BCM Clearance Certificate [from Bowls NZ template].
- Corresponded with clubs re Agrichemical WOF survey.

Reps Report:

Selector/Coaches continuing to work with their squads.

The Rep Committee advised of some issues which have been brought to the Board's attention [refer General business].

Events Report:

The Executive Fours event was a success. A good number of entries have been received for the 2-4-2 Mixed Pairs event.

Venues finalised for the next few events.

Several members have expressed interest in the Event Committee's 'Tournament Director's role. Further talks with those interested are planned.

The Events Manager is currently not actively seeking any additional Committee members to assist him but will review this from time to time.

Standard COP to be amended to include reference to footwear and bowls stamps to comply with the national regulations.

Greens Report:

Venues for the Centre Events has been finalised subject to final inspection.

Grants Report:

To apply to the Trillion Trust for the airfares for next year's Intercentre event to be held in Christchurch. To also confirm venue details before applying for an accommodation grant.

Action: (JL) to confirm venue details.

(PH) to apply for grants.

General Business:

- a. Bowls NZ AGM: Attended by E McIntyre. Submitted a report to the Board. Very worthwhile. Remits passed included, to delete reference to the Centre for Bowls NZ affiliation fees and to replace the Vice President's position on the Board with a delegates elected member.
- b. BCM Board Vacancy: An application was received but following a close review of the constitution it was determined that the position needs to be left until the AGM.
- c. BCM Umpires: A guidelines document was received from the Umpires for comment. Several suggestions were made. **Action: (PH) to provide feedback.**
- d. Promotional leaflet: On request Bowls NZ has drafted a promotional leaflet for promotional use. To develop further and try to use some local content.
Action: (PH) and (SC) to forward to (EM) some suitable photos.
- e. Sporty Website Proposal: At a meeting the features of the Sporty Website was outlined. In assessing the overall aspects it was decided not to proceed and to continue to develop the current website to reflect the BCM needs.
Action: (PH) to follow up with Bowls NZ re their Aotearoa Bowls Hub programme.
- f. BCM Coaches: Discussed creating a section in the BCM website for the coaches.
Action: (PH) to follow up with Margaret Davies.
- g. Rep Management Appointees: Following a report from the Rep Committee it was decided to meet with the Rep Support Management appointees concerned, to discuss matters.
Action: (MK) to arrange a meeting.
- h. Judicial Committee: A number of members have been contacted to create a pool of people that could be called upon to set a judicial committee if required.
- i. Clearance Certificate: A draft clearance certificate was tabled and approved. To be added to the forms on the BCM website.

Next Board meeting:

Date for next Board meeting to be Monday 10th October 2022, commencing at 10.00am.

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

Signed Chairperson: PE. Hayward

Date: 12/10/2022