

**MINUTES OF THE SPECIAL GENERAL MEETING OF BOWLS COUNTIES MANUKAU 2010 INC**  
**Held on Monday 14<sup>th</sup> November 2022 at the Pukekohe Cosmopolitan Club**

**Present:**

**Board Members:** Mark Kamphorst (MK), Ewen McIntyre (EM), Jan Larsen (JL)

**Delegates:** M Walkley (MW) (Clark's Beach), G Rack ((Hunua), A Shore (AS) (Patumahoe), K Steiner (KS) (Pukekohe Cosmopolitan), T Doell (TD) (Waipipi), G Running (GR) (Manurewa Cosmopolitan Club), J Richardson (JS) Te Kauwhata), R Sheehan (RS) (Waiuku), C Lee (CL) (Marne Rd), D Welch (DW) (Papakura), D Parker (DP) (Karaka)

**Apologies:** **Board:** Pauline Hayward, S Cameron.

**Observers:** K Lawson, B McIntyre, S Brownlee, M Davies, E Gillott, B Jones.

Meeting commenced at 10.04am. Secretary Mark Kamphorst opened the meeting by welcoming the delegates and thanked them for their attendance. As the BCM Board Chairperson was unavailable clause 22.8 was applied. Only one nomination was put forward accordingly the members appointed Ewen McIntyre to chair the meeting. Moved: (AS), 2<sup>nd</sup>: (GR), **Carried unanimously.**

**Matters for SGM:**

1. Approval of audited financial accounts:

It was moved that the financial audited accounts be accepted. Moved: (EM), 2<sup>nd</sup> (AS) The financial accounts for the year ended 30<sup>th</sup> April 2022, erratum notice and the Independent Auditors Report, sent to Club and Delegates, was then opened for discussion. Eric Gillott from Waipipi [was the only person to respond to the BCM email with comments on the accounts. The Chair answered the comments raised and Eric was given permission to speak on the matters he raised. A vigorous discussion by a number of delegates ensued. Discussions included the concerns regarding the lack of explanatory notes, why some refunds were specifically referenced and not others, lack of details concerning grants. The Boards position is that the accounting records are in good shape and the reporting procedures are improving. For future reports it is intended to make more use of "additional notes" where there are significant differences between one year's results and the next, the optimum word being "significant".

There being no further discussion, it was moved that the audited financial accounts be accepted.

**Carried unanimously.**

2. Constitutional change:

A proposal to change clause 26.4 was tabled. (TD) raised a point of order; if you change 26.4 it will conflict with clause 22.2 (c) and (g). (TD) commented that we can't knowingly do this.

A discussion on the need to change followed. It was acknowledged that in recent years there has been difficulties finding an available auditor and costs were a consideration.

(TD) raised a concern about the proposed wording, in particular "... shall be appointed by the Board as and when required...". Following a further discussion on suitable wording and also as to who appoints the auditor or Financial Reviewer, (TD) proposed to amend the first sentence which created further discussion. Finally it was agreed to:

(i) Amend the first sentence in the proposed new clause to. "An Auditor or Financial Reviewer who is independent of the Board shall be appointed." Accordingly, the new proposed clause 26.4 to read:

**26.4 Annual Review:** An Auditor or Financial Reviewer who is independent of the Board shall be appointed. The role of the reviewer or auditor is to examine and report on the accounts of the Centre. The Auditor or Financial Reviewer shall at all reasonable times have access to the books and accounts of the Centre and shall be entitled to any

information required to them or to any matter deemed necessary or desirable for audit purposes.

(ii) Amend clause 22.2 (c) to read: "receiving the Auditor's or Financial Reviewer's report ....."

(iii) Amend clause 22.2 (g) to read: "the appointment of an Auditor or Financial Reviewer for ....."

The above clauses be amended accordingly.

Moved (EM), 2<sup>nd</sup> (AS), **Carried unanimously.**

3. Appointment of an Auditor:


(TD) moved that Kudos Murray Audit Ltd (KMAL) be appointed to audit the financial accounts for the 2022/23 year subject to the Board undertaking due diligence on KMAL and receiving an acceptable cost for auditing services.

Moved (TD), 2<sup>nd</sup> (AS), **Carried unanimously.**

**Closing:**

There being no further business the meeting closed at 10.50am

Signed Chairman of the meeting  
As minutes provisionally confirmed



(Ewen McIntyre)

Date: 12.12.22

Minutes Confirmed: P.E. Maywood

Date: 30/06/2023