



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES  
MANUKAU 2010 INC.**

**HELD ON Monday 19<sup>th</sup> April 2021 (commenced at 1.00pm.)**

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**Present:** Pauline Hayward (PH), Jan Larsen (JL), Mark Kamphorst (MK), Adrienne Tilyard (AT), Ewen McIntyre (EM).

**Apologies:** Nil

**Minutes of previous monthly Board meeting:**

The minutes of the meeting held 12 March 2021 were approved as true and correct.

**Moved: (EM), 2<sup>nd</sup>: (PH), Unanimous**

**Matters arising from the previous meeting:**

On the matters for Action:

- Collection of rep uniforms; currently underway most of the women's rep uniforms have been returned. (JL)
- Old Trophies & Cups; future use for the wooden trophies to be reviewed. (EM)
- Cost of changes to BCM web page approved. To proceed. (MK)
- To appoint a backup to the web master. (PH)
- Constitution discussion paper distributed to Clubs. To be discussed at AGM.
- AGM venue booked and Auditor contacted re annual audit of BCM accounts.
- Draft BCM budget being prepared. Awaiting financial details from Auckland Bowls (PH & AT)
- Players meeting venue finalised. To be held at the Pukekohe Cosmopolitan Club.
- **Correction:** In February's minutes, the President's report referred to a letter from the Te Kauwhata Bowling Club. It should have read; from a members of the Te Kauwhata Bowling Club.

**Chairperson's Report:**

Preparation for AGM is progressing. First notice sent out to Clubs advising date and nomination closing dates.

Meeting held with Auckland Bowls to discuss accounts. Agreed that Auckland Bowls will continue to process BCM accounts on the Xero software until the end of the BCM financial year (30 April) and provide the information for the end of year accounts. We now have the final figures needed to submit the GST return for the period ending 31 March 2021. We will then apply to deregister.

**Action: (PH) to follow up with Auckland Bowls in early May re accounts.**

Attended a meeting with Jan Larsen and the other Zone 2 Centres (Bay of Plenty, Thames Valley, and Waikato). The Centres reported on their programmes since the last meeting, finalised dates for next season's Zone 2 fixtures and a variety of issues facing centre management.

### **President's Report:**

Attended the Over 60's Champion of Champions and the Mercedes 1-5 year Interclub events.

Received a letter of enquiry from a person interested in reopening the Tuakau Bowling Club. There are many aspects to consider.

**Action: (PH) to follow up and reply.**

### **Correspondence Inwards:**

- From Bowls NZ; relating to; 7's Intercentre event, Champion of Champions Nationals, next season national programme, results from their recent centre survey.
- Email from Waiuku Bowling Club regards Champion of Champions event.
- Rep selector outlining comments for future rep selections and management.

### **Correspondence Outwards:**

- To BCM clubs; Constitution discussion paper, AGM notice, notice for nomination for Board and President vacancies.
- To BCM delegates; Constitution discussion paper, AGM notice.
- To Plymouth Publishing regarding Centre Handbook

**Moved: (PH), 2<sup>nd</sup>: (AT), Unanimous**

### **Financial Report:**

Fees for the three events held during the last month have been paid.

Several issues with entry fees for Over 60's, have been addressed.

More teams have now entered the Open 4's, to be now played in May.

The current balances of the BCM bank accounts, invoices/accounts to pay and income received were tabled and approval.

Report to be accepted.

**Moved: (AT), 2<sup>nd</sup>: (PH), Unanimous**

### **Finance:**

As previously reported, on track to complete the GST return for the current period ending 31 March 2021. To then commence deregistering for GST payments.

Approved quote from Red Office to make changes to the BCM web page.

### **Reps Report:**

Received feedback from a selector regards the current rep season and suggestions for consideration next season.

For next season, will need more shirts and also to consider sweatshirts as part of the BCM uniform. This would be an additional cost which could be the subject for a successful grant application.

**Action: (JL) to obtain quotes for consideration.**

Attended a Zone 2 meeting, established dates for Zone 2 events. Will attend a meeting as the Zone 2 representative with Zone 1 Centres to establish dates for next season.

Need to review the BCM current rep application form for next season.

**Action: (MK) to review form for Board approval.**

Most of the women's rep uniforms have been returned, men's rep uniforms to be collected. To be stored at a central location for next season.

**Action: (JL) to collect all uniforms for storage.**

**Events Report:**

The Open 4's men's and women's event, Champion of Champions events to be played in May will be the final events for the season.

Applications has been received for a replacement in the Triples and Fours Champion of Champion event and the Champion of Champion women's Four's.

**Action: (PH) to respond.**

**Greens Report:**

Buckland to be the venue for the rescheduled Open 4's event on 15<sup>th</sup> & 16<sup>th</sup> May and the Champion of Champions events on 1<sup>st</sup> & 2<sup>nd</sup>, 8<sup>th</sup> & 9<sup>th</sup> May.

**Action: (EM) to put details of events on the BCM web page.**

**Applications Coordinator's Report:**

To obtain travel costs for next season national rep events in Christchurch in order to apply for grants.

**Action: (EM) to obtain travel quotes.**

**General Business:**

a. Summary of planned meetings:

- |  |                        |
|--|------------------------|
| i. Board planning meeting.             | 3 May                  |
| ii. Board monthly meeting.             | 17 May                 |
| iii. Players meeting. (at Pukekohe)    | 25 May commencing 7pm  |
| iv. Centre prize giving. (at Papakura) | 13 June commencing 2pm |
| v. AGM (at Pukekohe)                   | 22 June commencing 7pm |

- b. BCM Events and Tournaments: As Bowls NZ will not be delivering the BCM events programme next season alternative arrangements need to be put in place. A discussion paper was prepared outlining a new structure and approved by the Board. Some preliminary discussions will be held with selected clubs to determine the feasibility of the new structure before being finalised.

**Action: (PH) & (MK) to talk to selected clubs.**

- c. BCM Student Fees: The Board has decided not to have a separate fee structure for student members as part of the levy structure.

- d. With the imminent deregistering from GST, the Board approved that BCM event entry fees for the remainder of the season will remain at \$15.

**Moved: (PH), 2<sup>nd</sup>: (AT), Unanimous.**

- e. AGM: Preparations for the AGM are continuing.

**Action: (MK) to put notice of AGM on BCM web page.**

- f. Centre Handbook: Preparations for next seasons handbook have commenced. To review and update the information contained in the booklet.

**Action: (MK) to email clubs for their updated information.**

**Next Board meeting:**

To be held Monday 17<sup>th</sup> May 2021 at 1.00pm

There being no further business the meeting closed at 3.41 pm.

Signed Chairperson:

PE. Hayward

Date: 19/05/2021