



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

HELD ON Friday 12th March 2021 (commenced at 12.05pm.)

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 18 January 2010 were approved as true and correct.

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

Matters arising from the previous meeting:

Of the matters for Action:

- Meeting with Auckland Bowls implemented.
- Removal from Xero accounting system, progressing.
- Updated bank signatories.
- Exploring local sources for BCM gold stars, progressing.
- Auckland Bowls have forwarded historic administration records. Still to receive remaining financial data for the annual accounts.
- Completed 'Feedback' request from Bowls NZ.
- Met with Bowls NZ to clarify what membership data is required.

Chairperson's Report:

Now up to date with BCM's GST returns and payments.

Auckland Bowls have provided historical administration information as requested which will be added to our records. At a meeting with Auckland Bowls a number of matters were discussed including obtaining of the remaining financial information for the annual accounts and an ongoing working relationship.

It is pleasing to see that Bowls Counties Manukau have eight people currently taking part in the on-line umpire's course being run by Helen Stallard.

President's Report:

Nothing to report.

Correspondence Inwards:

- From Bowls NZ; various updates regarding the National Intercentre Teams event, to be held in Wellington.
- Email from Buckland Bowling Club.
- Invoice for payment.

Correspondence Outwards:

- To BCM clubs; Champion of Champion events reminder, Open fours rescheduled dates, Mercedes event, Over 60's champion of Champion events, Board meeting minutes.
- To BCM delegates; minutes of Board meeting.
- Acknowledgement of email to Buckland Bowling Club.

- Letter of thanks to Papakura Bowling Club.

Moved: (MK), 2nd: (At), Unanimous

Financial Report:

All clubs have now paid their annual membership levy.
The Bowls NZ service contract invoice paid
Entry fees for; COC Over 60's, Mercedes and Open 4's received.
The current balances of the BCM bank accounts, invoices/accounts to pay and income received were tabled for approval.
Report to be accepted.

Moved: (AT), 2nd: (MK), Unanimous

Finance:

On track to complete the GST return for the current period ending 31 March 2021. To then commence deregistering for GST payments.
Clarified the Board's invoice payment process; to approve all invoice payments at the monthly Board meeting however, invoices can be pre-approved by the Chairperson for payment if necessary.

Moved: (AT), 2nd (MK), Unanimous

Auckland Bowls submitted two additional invoices totaling \$2,435.14 for additional costs relating to the forthcoming National Intercentre event.

Reps Report:

A Prem. 1 men's and women's team practice with Auckland, North Auckland and North Harbour to be held in the weekend prior to the Wellington trip.
Following the final representative event for the season [National Interclub Teams event in Wellington] the uniforms are to be returned to the Centre.
Sponsorship for a dinner for the teams has been received from Foundation Funerals.

Action: (JL) to collect uniforms.

Events Report:

The Open 4's men's and women's event, to now be held on 15/16 May due to the recent Covid Level 3 alert.
The Club Champion of Champion events arrangements are unchanged.
The Mercedes 1-5 year Interclub, to be played at Manurewa.

Greens Report:

Buckland have offered the use of their green for the rescheduled Open 4's event in May however, the venue had already been decided. The men's will play at Manurewa and the women's will play at Pukekohe.

Applications Coordinator's Report:

Undertaking a review to establish what Trusts are available to apply for grants.

General Business:

- a. BCM Trophies and Cups: Recently discovered old trophies and cups held in storage for some years have been assessed. Most are in a damaged or poor condition. To keep some of the trophies that are in good condition for possible future use. To dispose of the remainder.

Action: EM to undertake valuation and disposal.

- b. BCM Web page: To add a new sub heading under the 'Board' category titled 'Key Documents'. To appoint a Webmaster backup.

Moved: (MK), 2nd (EM), Unanimous.

Action: MK to discuss with the BCM Webmaster.

PH to discuss backup with BCM Webmaster.

- c. Affiliated Bowlers: The matter of 'affiliated bowlers' playing in tournaments was discussed as was Bowls NZ's correspondence on the matter. It is generally accepted that a player needs to be at least a limited member of that club to play in that club's tournament (if that club so agrees) notwithstanding, that a 'playing member' is entitled to play at other affiliated clubs and enter club championships, Centre and/or National tournaments and events.

Action: PH to discuss with clubs as necessary.

- d. Constitution: A review of the BCM constitution has been undertaken. To prepare a discussion paper for clubs and delegates to be discussed at the next AGM.

Action: MK to prepare a discussion paper.

- e. AGM: A date has been set for the BCM AGM for Tuesday 22nd June 2021. Notices of the AGM will be sent out in due course. The Board has appointed its representative to the Selection Panel.

Action: JL to arrange venue.

- f. Planning meeting: The Boards is intending to have a 'planning meeting' in May, to discuss the programme and key aspects for the next [2021/22] season.

- g. To contact BCM appointed Auditor to determine information required.

Action: PH to contact Auditor.

- h. Commencing the preparation of the BCM Annual Budget for the next season.

Action: PH and AT to prepare a draft budget.

- i. Players meeting: It is intended to have a 'players meeting' and the BCM annual prize giving on Tuesday 25th May 2021. Venue TBA.

Action: PH finalise venue.

Next Board meeting:

To be held Thursday 22nd April 2021 at 1.00pm

There being no further business the meeting closed at 2.30pm.

PE. Hayward

Signed Chairperson: _____

Date: 21/04/2021