



**MINUTES OF THE BOARD OF MANAGEMENT OF BOWLS COUNTIES
MANUKAU 2010 INC. – SPECIAL MEETING
HELD ON Monday 30th June 2021 (commenced at 2.08pm.)**

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

Apologies: Nil

Allocation of Board roles:

As a new board the following board roles were implemented and updated position descriptions distributed.

Chairperson	Pauline Hayward
President	Jan Larsen
Secretary	Mark Kamphorst
Treasurer	Adrienne Tilyard
Greens Coordinator	Ewen McIntyre
Applications Coordinator	Ewen McIntyre
Rep Coordinator	Jan Larsen

Discipline, Disputes & Complaints Coordinator. This is a new role. Position Description to be sent to Board Members to be discussed at next meeting.

Action: (MK) to send PD to Board Members.

Auditor's points raised:

- i. Minutes of board meetings [June, July, Aug 2020] to be found and forwarded to Auditor. **Action:** (MK) to locate minutes and fwd. to PH. (PH) to fwd. to Auditor.
- ii. Grants information. Evidence statements. **Action:** (PH) to get any information and fwd. to Auditor.
- iii. Application for grants. **Action:** (PH) to get any information available and fwd. to Auditor.
- iv. GST. From IRD records, noticed on the cancellation notice an address unknown to the Board? **Action:** (PH) to contact IRD to discuss.
- v. The Auckland Bowls GST Audit report still had GST entries after 20 April [after the BCM GST cancellation date]. 5 entries between 20 and 30 April. To note that no GST on income is applicable after 20 April 2021. **Action:** (PH) to discuss with Auditor.
- vi. Accounting for pre payments apportionment carried over into the new financial year. Eg Bowls NZ contract, Insurance. In previous years these amounts were not carried over. **Action:** (PH) to discuss with Auditor.
- vii. Uniforms: Not included in the assets. 2021 uniform costs = \$847.42. **Action:** (PH) to discuss with Auditor as to the older uniforms [is it an expense or an asset?]

Events:

To send email to clubs advising of details of the Exec 4's date and details.

Action: (MK) to email clubs.

In planning for next season, a proposal to include on the entry procedures that there will be a maximum number of entries for some events due to limitations of rinks / greens]. Despite some strong reasons for this limiting of numbers, the majority of the Board indicated that they would not like to have any limitations. Accordingly, the entry process page in the Centre Handbook will not contain any reference to limited numbers.

Player of the year – consistency awards:

To add into the Centre Handbook the events that qualify for the consistency awards. The 2 – 4 – 2 event inclusion was discussed and will not be included in this category as a result of a vote: 4 / 2 against.

Recent disciplinary matter:

The Board was briefed on the issues arising and developments. BCM's position is that the matter cannot be taken any further. Some Board members very unhappy with this situation. The Board's position should not prevent the member's club or Bowls NZ from reviewing the matter in accordance with their own procedures.

Note:

The Board noted the passing of John Gleeson.

The next monthly meeting of the Board will be Friday 16th July commencing at 10am.

There being no further business the meeting closed at 4.00 pm.

Signed Chairperson: PE. Hayward

Date: 19/07/2021