



# *Bowls Bay of Plenty*

Minutes of the Board Meeting of Bowls Bay of Plenty Incorporated held at the Ngongotaha Bowling Club on Monday 1<sup>st</sup> November 2021 at 10.00 a.m.

**Present:** Bill Murphy (President and Chairman), Margaret O'Regan, Kathy Dempster-Rivett, Morgan Solomon, Rod Warrender, Graham Skellern, Eddie Ashcroft (Interim Centre Manager)

**Apologies:** Dave Jones

## **Minutes of the Board Meeting – 20<sup>th</sup> September 2021**

The minutes of the meeting as circulated were confirmed as a true and correct record.

**Moved:** Warrender      **Seconded:** Dempster-Rivett

### **Matters Arising from the Minutes:**

Centre Handbook progress. This was still awaiting confirmation of a printing timeline. The final draft had been returned to the publisher.

Live streaming equipment – some equipment delivered, awaiting balance.

Constitution update – this would be addressed in the new year

### **Correspondence:**

#### **Inwards:**

BNZ	Census data
BNZ	Centre manager meetings
BNZ	Tournament equalisation proposal
BNZ	Covid 19 support available to clubs
BNZ	Covid vaccination update
Carolyn	Request for support for Anthony (Burnside <26)
BNZ	CEO visit to BOP
Greg Gould	Dave Ormsby visit deferment
OBC	Affiliation levy invoice concerns
Mount BC	Affiliation levy invoice concerns
BNZ	Vaccination requirements – club and event entry
Plymouth Publishing	Centre book amendments

#### **Outwards**

Clubs	Affiliation invoices
Clubs/Bd/Op	CEO visit
Mount, Omokoroa	Affiliation invoice concerns
Clubs	Dave Ormsby visit deferment
Poenamu Hotel	Booking refund
Plymouth Publishing	Centre book draft amendments

### **Financial and Admin:**

The meeting extended the scope of the committee to cover related administration matters, with Margaret re confirmed as the convenor. Margaret provided a comprehensive financial report.

The use of Stripe was discussed and considered convenient for the bowlers entering events but charges should eventually be on the basis of user pay, if appropriate changes to the system could be made. It was agreed to continue with the system for a year and review at that point.

The independent accounts deposited within the First Mortgage Trust account were clarified. These included a coaching account of \$5539. The umpires fund held at balance date had since been paid out.

Signatories for the First Mortgage Trust account were confirmed as W R Murphy and E Ashcroft.

Changes to the system of payment for Clubs hosting centre events and for prizemoney payments were noted and confirmed.

The Companies Office and GST returns had been completed.

The Finance and Admin report was accordingly approved, as submitted, to include.

Westpac account balance	\$40,851.45
First Mortgage Trust balance	\$73,586.42
Payments- September/October	\$7315.31

**Moved:** O'Regan **Seconded:** Warrender

It was noted that future accounts would include the position of each completed centre event.

### **Sponsorship:**

**Lion Foundation.** The grant application had been processed and lodged by Graham for the November application period. The application totalled \$24,019.00. The meeting agreed on the following resolution being incorporated as part of the September meeting minutes.

"That the Board of Bowls Bay of Plenty Incorporated, being responsible for 19 clubs in the Bay of Plenty region, unanimously resolve that an application be made to the Lion Foundation for funding assistance of \$24,019.00 towards Representative teams costs including travel and accomodation for national inter-centre and sevens inter-club; BOP Centre Office costs; and BOP Centre Manager's salary."

**Moved:** Skellern **Seconded:** Murphy

Graham was thanked for his work on the grant application.

**Craigs Investment Partners.** The sponsorship was discussed in relation to the structure of the sponsorship arrangement. Contact needed to be followed up with the sponsors and the establishment of preferred event linkage within some clubs. The Centre Bowls 3Five event in the new year needed to feature as part of the promotion. A meeting would be arranged.

### **Club Affiliation Fees:**

Notices for membership details had been sent to clubs after the AGM. Only 8 of the 19 clubs had responded by two months later. Given the low response, the offer from Bowls New Zealand to share their club information would be taken up to ensure invoices were sent within a reasonable timeframe. Two clubs responded indicating high assessments. A comparison chart between Bowls New Zealand figures and the returns received was presented.

It was agreed that the affiliation fee invoices be sent to clubs, based on Bowls New Zealand figures as supplied by clubs, and to be paid by 30<sup>th</sup> November 2021

**Moved:** O'Regan **Seconded:** Warrender

## **Representative Programme:**

The President reported on the Zoom meeting held on 19 October of Zone 2 representatives.

With the Covid situation affecting the Waikato and Counties regions in particular, agreement had been reached to not hold the December 5 Premier 2 fixture. It was also agreed that the February 27 fixture would be deleted due to the clash with the nationals.

The Geddes Trophy and Kaimai Challenge fixtures on 27 and 28 November were in serious doubt for Waikato and Counties but all Centres would continue working towards proceeding, while accepting that if nothing changed probably only Thames Valley and Bay of Plenty would be in a position to arrange an event. Leg Two of these events in February remained on schedule with venues still to be established.

General clarity had been reached on each region's Prem 1, Prem 2 and Junior 1-5yr set ups and it had subsequently been accepted that these events needed to remain on the same weekends. It also had been agreed that the format of Singles, Pairs and Fours would apply for all events.

## **Operations Committee:**

Morgan reported that the Junior Optional Open Pairs held in Whakatane had been successful and staged in a very good atmosphere. The host club would be keen to continue holding the event and would consider providing a consolation tournament on day two for non-qualifiers.

The Mixed 2x4x2 had received 46 entries and had progressed to semi final stage when the weather precluded finishing on the third day. A date for completion was still to be identified.

For the Baywide Interclub, entry for 15 men's teams and 13 women's teams had been notified to date. The President would discuss the possibility of a second men's team with Mount Maunganui and the Women's entry was expected to even out. For the first weekend, Arawa and Ngongotaha were confirmed as the Women's venues, with Te Puke and one other club, possibly Tauranga South, for the Men.

A strong number of entries for the Men's and Women's Triples had been received with a week to closing. The event would be held in Rotorua, involving the Arawa, Ngongotaha and Rotorua Clubs.

**Centre Events** in general were discussed. Events were being well supported to date. Byes need to be avoided where possible in all draws. There had been interest from some clubs to secure the venue for more than one season for an event and there was general approval from the meeting for accepting such requests.

The newly introduced Host Club Venue payment process, to replace the previous claim system was explained. This involved a lump sum payment to be paid the week following the event being held. Clubs so far appeared to be satisfied with the procedure. Similarly, Prize money would be paid by online bank transfer in the week following the event

## **Bowls New Zealand:**

The planned visit from the CEO for November 10 had been cancelled due to the Covid situation and would not be rescheduled.

Bowls New Zealand had confirmed a Covid Vaccination policy that for entry or attending future national events everyone would be required to be fully vaccinated. This would effectively apply from January with ongoing review periods from April 2022.

Following discussion it was agreed to endorse the Bowls NZ policy and apply it to Centre events from January onwards.

**Moved:**

Warrender

**Seconded:**

Skellern

The recent decision by Bowls NZ to remove the requirement for Clearance Certificates was further discussed and agreed that no further action was needed and Clubs would deal with membership applications in their own manner.

#### **Other Programmes and Working Areas:**

**Club Growth Forums:** The President considered there was a need to get Clubs together at an opportune time to discuss and promote Membership growth including the approach to membership and affiliation categories etc. Somewhere in the first half of next year being appropriate. Left for further discussion in the new year.

**Live Streaming Equipment:** Some of the equipment had arrived but there may be a requirement for a further \$608.00 expenditure. It was therefore agreed to sell the redundant mobile phone and use the money towards the streaming equipment upgrade if required.

**Moved:** Skellern                      **Seconded:** O'Regan

An operator had been identified and a trial run would be arranged as soon as possible.

**Youth Bowls:** An application had been received for an assistance grant to Anthony Ouellet following his success in the recent Under 26 event at Burnside, Christchurch. Previous grants had been made from the Youth fund to Anthony. After considerable discussion, including his current status, and the anticipated future utilization of the fund for other players, it was agreed not to make a grant.

**Youth Equipment:** A check would need to be made on the current situation of the special equipment for Andre Hudson's use in his programme.

#### **General Matters:**

**President Updates.** The President was planning quarterly updates to Clubs as soon as practical.

**Centre Manager Role.** Graham offered his view that with the Operations Committee and the Finance and Admin Committee now functional, the Centre manager role was significantly reduced and perhaps no longer in line with remuneration level.

**Next Meeting:** at Ngongotaha, 10.00am Monday 29 November 2021.

Meeting closed at 12.15 pm.

President: \_\_\_\_\_ Date: \_\_\_\_\_