



## **Bowls Wellington**

### **Board Meeting Minutes**

5<sup>th</sup> August 2024 at 6.03 p.m.

Via Zoom Online Meetings

### **Present**

Members Barry Jordan (Chair), Dayle Jackson (President), Phil Todd (Vice President), Sue Way, Rod Leitch, Jason Puddick, Sharman Buckle.

In Attendance Blake Signal (General Manager), Jordan Todd (Observer/Apprentice)

#### **1. Welcome**

The Chair welcomed everyone to the meeting. He made special mention to Jordan Todd who was joining us as an apprentice board member and would be helping Bowls Wellington with special projects like the Constitution updated over the next year. Jordan attends the meeting in an observing capacity but does not vote on any items.

#### **2. Apologies**

None

#### **3. Minutes of Previous Meeting**

The minutes of the Board meeting held on 10<sup>th</sup> June 2024 had been circulated and were taken as read.

**It was resolved** that the minutes of the meeting held on 10<sup>th</sup> June 2024 be confirmed as a true and correct record of the meeting.

**Sue Way/Jason Puddick**

#### **No Matters Arising from Minutes**

#### **4. General Managers Report**

The report by General Manager was noted.

**Grants** – A report of successful grants was given and further grants to apply for would be made via email.

**Health and Safety** – noted no issues

5. **Agenda Item Number 8 was moved earlier to allow a board member who had to leave early a chance to discuss.**

**Naenae Indoor Green Use**

The General Manager summarised meetings held with Naenae about assisting meet the much higher electricity costs where the indoor venue is used solely for Centre events. The Board provided feedback and the General Manger will now go back to Naenae with some suggestions on ways to move this forward that would work for both parties.

Sue Way (member of Naenae) abstained from any voting on this issue.

Board Member Sue Way left the meeting at 6.45pm as she had a prior commitment.

6. **Financial Statements**

The General Manager only had the financial position available for the board because the FY25 budget data was still being inserted into Xero.

It was asked if the Reviewer had completed his financial report in the FY24 financial statements. The General Manager explained that the amended report had been delayed but a final version was received that day and was ready for signing. It will then be circulated to clubs in the coming days.

The Board observed that process this year of the Review had been slow, and with many delays. It was decided that we will table at the AGM a slight update to the current motion, rather than automatically re-appointing the reviewer we will re-tender for a new Accountant.

We will ensure in the Constitution update that we continue only to get a Review not a full Audit (the cost of the latter significantly outweighs the benefit that we would derive from that). Of course if a major issue ever arose, this would not limit us engaging an audit if one was ever required.

7. **Bowls New Zealand Census**

The Chairperson tabled a summary he had been working on with information collected from the Bowls New Zealand Census data and Health Check. This document was discussed and it was agreed that the Chairperson would select key items from this pack to present at the AGM and update clubs on trends.

8. **Tournament Review Ratification**

The Board went through each result with the following outcomes:

1a – Confirmed, 1b – Confirmed, 1c – Confirmed, 1d – Confirmed, 1e – Confirmed, 1f – Confirmed, 1g – Confirmed, 1h part A – Confirmed part B – not confirmed (50% was selected as on balance the Board considered it will help smaller clubs and prevent a larger club

potentially dominating the Interclub Competition) 1i – Confirmed – it will be stated that 1. No changing between disciplines 2. There could be ramifications if teams are deemed to not play out all games competitively.

2a – Confirmed, 2b – Confirmed, 3a - Confirmed, 4a – Confirmed, 5a – Not confirmed (clubs would not be compensated for the use of their outdoor greens by Bowls Wellington) 6a – Confirmed, 7a – Confirmed, 8a – Confirmed.

**9. Re-Registration and Constitution Plan (presented by Jordan Todd)**

Jordan Todd tabled a document outlining the process of updating the Bowls Wellington Constitution and re registering with the Incorporated Societies. The board will work with Jordan on key aspects of this after the AGM, and then clubs will be able to make submissions for what might included in the new constitution. This phase is aimed late 2024 and a SGM around March / April 2025 to finalise it.

**10. Bowls Wellington Affiliation Fee Note**

The Chairperson tabled an update / explanatory note describing the how and why we came about the affiliation fee numbers for FY25. This explanatory note would go out to all clubs prior to the AGM (as background only).

**11. Other Business**

The board had endorsed the Bowls Wellington Centre Program for the 2024-25 season. We noted that players were needing to make a personal choice regarding what events they would be playing due to the tightness of the calendar and the number of events being hosted by Bowls Wellington for the National Body. Some events are scheduled against traditional events held by other organisations which we can no longer always accommodate for.

Financial statements for clubs were coming in. The General Manager will monitor that these are being completed and reminding clubs of their obligations under the Incorporated Societies / Charities Acts.

AGM is 20 August 2024 at 7:30pm.

The meeting concluded at 8.05 p.m.

**NEXT MEETING**

The next meeting will be held on 2<sup>nd</sup> September 2024.

Minutes confirmed as a true and correct record:

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Chair

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Date