



Bowls Wellington

Board Meeting Minutes

7 September 2020 at 6.04 p.m.

At Pelorus Trust Sports House, Seaview

Present

Members Sue Way (Chair), Gerry Macgregor, Dayle Jackson (President), Rod Leitch, and Jason Puddick.

In Attendance Nigel Dixon (General Manager) and Angela Sheehan (Minutes).

Apologies Sharman Buckle.

1. Welcome and Agenda

The Chair welcomed everyone to the meeting, especially new Board Member Jason Puddick, and returning Board Members, Gerry Macgregor, Dayle Jackson, and Rod Leitch. The agenda was confirmed.

2. Interests Register and Conflicts of Interest

The following additions to the Interests Register were advised:

- Jason Puddick: Add "Club Captain - Stokes Valley Bowling Club", "Bowls Wellington Junior Selector", and involvement with Bowls3Five on television.

Action: General Manager

3. Minutes of Previous Meeting

The minutes of the Board meeting held on 10 August 2020 had been circulated, and were taken as read.

It was resolved that the minutes of the meeting held on 29 June 2020 be confirmed as a true and correct record of the meeting.

Rod Leitch / Gerry Macgregor

4. Election of Chair and Deputy Chair

Gerry nominated Sue Way for the position of Chair of the Board. The nomination was seconded by Dayle Jackson. There being no further nominations, Sue Way was declared re-elected as Chair of the Bowls Wellington Board.

The Chair nominated Gerry Macgregor for the position of Deputy Chair of the Bowls Wellington Board. The nomination was seconded by Rod Leitch. There being no further nominations, Gerry Macgregor was declared Deputy Chair of the Bowls Wellington Board.

5. General Manager's Report and Year-to-Date Financial Report

The General Manager spoke to his report. He said that finances were tracking in the right direction.

6. Vehicle Lease / Vehicle Policy

The General Manager advised that Gazley had agreed to provide a lease vehicle and Pelorus Trust to fund the costs for this year. He had drafted a Vehicle Policy for consideration by the Board. It set out guidelines for the use of the car.

It was resolved by the Board of Bowls Wellington to adopt the Vehicle Policy subject to the following amendments:

- Delete the reference to total kilometres of travel before requiring Board approval because any travel to tournaments will already have been approved.
- Add a comment that the driver of the car is responsible for any parking tickets or other traffic offence tickets.

Dayle Jackson / Jason Puddick
Action: General Manager

The General Manager will organise the sign-writing on the car. Board Members gave him guidance on what they would like to see.

7. Competition and Admin Manager

The Board agreed that the General Manager restart the process to hire a Competition and Admin Manager. They asked him first to contact the people who were shortlisted earlier in the year before COVID-19, including Ross, to see whether they are still interested in the role. If they are, he will report back to the Board and ask for next steps.

Action: General Manager

It was resolved that the Board approve Sue Way and the General Manager be the interview panel.

Dayle Jackson / Rod Leitch

8. Strategic Plan

The Chair suggested that the Strategic Plan be reviewed in stages. As the first step, she asked Board Members to review the goals in the Strategic Plan in readiness for discussing them at the next Board meeting.

Action: Board Members

The General Manager will send Board Members the Bowls New Zealand Strategic Plan as a reference document.

Action: General Manager

9. Other Business

9.1 World Bowls – Champion of Champions Singles 2021 and 2022

The Chair advised that the Naenae Bowling Club had been awarded the hosting of the World Champion of Champions Singles in 2021 and 2022. The 2021 event will be held on 21 and 22 November. The Board asked the General Manager to write to the Naenae Bowling Club congratulating them and offering support.

Action: General Manager

9.2 Thank You Letter to Naenae Bowling Club

The Board asked the General Manager to write to Naenae Bowling Club thanking them for hosting the rep training nights.

Action: General Manager

The meeting concluded at 7.27 p.m.

NEXT MEETING

The next meeting will be held on 5 October 2020.

Minutes confirmed as a true and correct record:

Chair

Date