

MINUTES (in Review)

BOWLS NEW ZEALAND BOARD MEETING



Name:	Bowls New Zealand
Date:	Friday, 13 May 2022
Time:	9:15 am to 12:30 pm
Location:	Ponsonby Bowling Club, 105A Jervois Street, Ponsonby
Board Members:	Tony Lepper (Chair), Ann Wright, Craig Bruce, Mark O'Connor, Phillip Huwyler, Sharon Rimmer
Attendees:	Mark Cameron

1. Opening Meeting

1.1 Interests Register

1.2 Obituaries

1.3 Board Only Time

1.4 Confirm Minutes

Bowls New Zealand Board Meeting 11 Feb 2022, the minutes were confirmed as presented.

1.5 Actions from Previous Meetings

1.6 Presidents Report

The President's report was tabled and accepted.

2. Governance Matters

2.1 Governance Report

Actions:

- The role of Aspiring Director to be reviewed in November 2022 meeting.
- The Bowls NZ CEO to approach [name withheld] requesting their permission for the Bowls NZ Board to nominate he/she as the Bowls NZ Patron at the September 2022 AGM.
- A full review of the Risk Register to be actioned at the July 2022 Board meeting.
- The CEO to send the Bowls NZ Insurance schedules to the Board, once presented by our Insurance Broker.
- The Sport NZ Governance review to be completed, when the Sport NZ online tools are next made available.
- The Board member skillset matrix was updated, and reviewed.

- The Board Appointments Panel was confirmed, subject to their availability - this includes Ann Wright as the Bowls NZ President.



AGM remit

A remit is to be presented to the 2022 Bowls NZ AGM, for the following changes:

- the President's term to change from two to three years of office
- the role of Vice-President to change to that of a Delegates Elected Member (three years)

Decision Date: 13 May 2022
Mover: Tony Lepper
Seconder: Mark O'Connor
Outcome: Approved

3. Operational Matters

3.1 CEO Report

The Board were updated on a number of strategic and operational matters, including:

- Ponsonby Bowling Club Office Lease
- new Complaints & Disputes Process
- BowlsHub Aotearoa
- Coaching
- ParaBowls Aotearoa
- Inclusion Strategy
- Broadcast Strategy
- National Events 2023
- AGM / North v South / Awards Evening - Dunedin September 2022
- Membership & Participation census - 31 December 2021
- Ministry of Health

The progress made against the 2021/2022 Business Plan was tabled and accepted.

4. Risk & Audit Matters

4.1 R&A Report

The Board reviewed a number of Finance and Risk matters, including:

- The Financial Results to 30-April-2022
- The latest forecast P&L, as compared to budget and YTD
- The Risk Register (tabled report)
- The Health & Safety Register (tabled report)
- Jarden's Managed Fund

A initial/draft budget for 2022/2023 was presented. Subject to further analysis and Year-End results, a budgeted deficit for 2022/2023 between \$150k and \$200k was supported.



CPI increase

The CPI increase applied to the November 2022 club affiliation fee is 4.9% (not the 6.9% permitted under the Bowls NZ constitution)

Decision Date: 13 May 2022
Mover: Tony Lepper
Seconder: Craig Bruce
Outcome: Approved



Bowls New Zealand reserves - Balance Sheet

The Bowls NZ Balance Sheet reserves (as described in the Financial policies) are to be restated as:

- Operations Reserve \$500,000
- General Reserve \$500,000

Decision Date: 13 May 2022
Mover: Craig Bruce
Seconder: Ann Wright
Outcome: Approved

5. Close Meeting (including review of the meeting)

5.1 Close Meeting

Next meeting: Bowls New Zealand Board Meeting - 29 Jul 2022, 9:15 am

Signature: _____

Date: _____