

# MINUTES (in Review)

## BOWLS NZ BOARD MEETING



<b>Name:</b>	Bowls New Zealand
<b>Date:</b>	Friday, 14 February 2020
<b>Time:</b>	9:45 AM to 1:30 PM
<b>Location:</b>	BNZ Business Centre - Maungakiekie Room, Highbrook Drive, Auckland
<b>Board Members:</b>	Tony Lepper (Chair), Allan Smith, Craig Bruce, Jan Tucker, Malika Mitha, Mark O'Connor
<b>Attendees:</b>	Mark Cameron
<b>Apologies:</b>	Sharon Rimmer

### 1. Opening Meeting

#### 1.1 Interests Register

#### 1.2 Obituaries

#### 1.3 Confirm Minutes

**Bowls NZ Board Meeting 22 Nov 2019**, the minutes were confirmed as presented.

#### 1.4 Actions from Previous Meetings

The following items require further action from the CEO:

- Chair and CEO to discuss a Pacific Island partnership/strategy following World Champs June 2020
- CEO to investigate on-line training options for coaches, in respect of further establishing the Bowls NZ Vulnerable Children's and Adults Policy.
- CEO (with CB,MM) to prepare a managed fund recommendation for Bowls NZ investments.

#### 1.5 Board Only Time

### 2. Governance Matters

#### 2.1 Board Annual Workplan

The 'CEO Interrelationship' Policies were reviewed by the Bowls NZ Board, with no changes recommended.

The Board Annual Work Plan to December 2021 was acknowledged.

## 2.2 Board Skills Matrix

The CEO to update and publish the Board Skills Matrix.

## 2.3 Risk Register



### Risk Register

The updated Risk Register was accepted by the Board.

<b>Decision Date:</b>	14 Feb 2020
<b>Mover:</b>	Tony Lepper
<b>Seconder:</b>	Craig Bruce
<b>Outcome:</b>	Approved

## 2.4 Presidents Report

The President updated the Board on his activities since the November 2019 Board meeting.

## 2.5 World Bowls

The CEO updated the Bowls NZ Board on the upcoming World Bowls election of officers. The CEO to support its Trans-Tasman partner (and wider Oceania region) in voting matters.

## 3. CEO Reports

### 3.1 CEO Report

The Board were appraised on a number of Operational matters, including:

- [name withheld] Bowling Club
- Summerset National entries
- SKY TV agreements
- Sport NZ funding
- Relocation of Bowls NZ offices
- New TV league
- High Performance and the Blackjacks
- Northland scorecard and membership pilot
- New Zealand Indoor Bowls

### 3.2 Business Plan 2019/2020

The Board acknowledged the progress made with the 2019/2020 Business Plan.

### 3.3 Health & Safety Review



#### H&S Register

The CEO tabled and the Board accepted, the Health & Safety Register to February 2020.

<b>Decision Date:</b>	14 Feb 2020
<b>Mover:</b>	Craig Bruce

**Seconded:** Allan Smith  
**Outcome:** Approved

## 4. Finance Reports

### 4.1 Accounts to 31 January 2020



#### Accounts to 31 January 2020

The CEO tabled and the Board approved, the YTD accounts to 31 January 2020.

**Decision Date:** 14 Feb 2020  
**Mover:** Craig Bruce  
**Seconded:** Mark O'Connor  
**Outcome:** Approved

### 4.2 BUDGET / LATEST FORECAST / YTD

The Forecast EOY Profit & Loss for Bowls NZ was reviewed by the Board.

The Forecast is running slightly better than the approved Budget.

The CEO to prepare a draft 2020/2021 BUDGET for the next R&A Committee meeting.

### 4.3 Grant Applications - resolutions

The Board reconfirmed the email resolution to apply to a number of funding partners for Greenkeeping support.

## 5. 2030 Strategy

### 5.1 Board '2030' Discussion

As part of its ongoing 2030 strategy, the Board and CEO had a lengthy discussion on the resources needed to re-image the sport of bowls (and community), with a clear message of 'diversity and inclusiveness'.

The CEO was invited to seek external support (PR Agency) on progressing this key strategy.

The Bowls NZ Board and Staff to have a shared 'strategy day' on July 31, 2020 to discuss the above and other key strategies.

## 6. Meeting Review

### 6.1 Review

## 7. Close Meeting

### 7.1 Close Meeting

**Next meeting:** Bowls NZ Risk & Audit committee - 6 May 2020, 9:30 AM

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_