

# MINUTES (in Review)

## BOWLS NZ BOARD MEETING



<b>Name:</b>	Bowls New Zealand
<b>Date:</b>	Friday, 11 September 2020
<b>Time:</b>	12:00 pm to 2:30 pm
<b>Location:</b>	Bowls NZ Offices - Penrose, 12 Hugo Johnston Drive, Penrose
<b>Board Members:</b>	Tony Lepper (Chair), Allan Smith, Craig Bruce, Jan Tucker, Malukah Mitha, Mark O'Connor, Sharon Rimmer
<b>Attendees:</b>	Mark Cameron

### 1. Opening Meeting

#### 1.1 Interests Register

#### 1.2 Obituaries

#### 1.3 Board Only Time

#### 1.4 Confirm Minutes

**Bowls NZ Board Meeting 31 Jul 2020**, the minutes were confirmed as presented.

**Bowls NZ Risk & Audit committee 3 Sep 2020**, the minutes were confirmed as presented.

#### 1.5 Actions from Previous Meetings

The Bowls NZ investment strategy and Pacific Island strategy have been deferred till 2021.

### 2. Governance Matters

#### 2.1 Board Annual Workplan

The Board Annual workplan was reviewed, with the Finance, CEO Delegation, Debt Collection, High Performance and Sponsorship Policies re-confirmed without any changes.

#### 2.2 Risk Register



##### Risk Register

The updated Risk Register was reviewed and accepted by the Board, with additional discussion on the impact of Covid-19 on the bowls community.

<b>Decision Date:</b>	11 Sep 2020
<b>Mover:</b>	Craig Bruce
<b>Seconder:</b>	Malukah Mitha
<b>Outcome:</b>	Approved

The CEO was asked to prepare a simple report on Bowls New Zealand revenues for the past 5 years, highlighting the percentages linked to community funding versus membership versus commercial revenue.

## 2.3 Presidents Report

The President's report was accepted.

## 2.4 Hall of Fame : 2020 & 2021



### New Hall of Fame Inductees

The Board of Bowls New Zealand accepted the four nominees (names withheld from these minutes) for the Bowls New Zealand Hall of Fame, as presented by the Bowls New Zealand Hall of Fame committee.

<b>Decision Date:</b>	11 Sep 2020
<b>Mover:</b>	Mark O'Connor
<b>Seconder:</b>	Tony Lepper
<b>Outcome:</b>	Approved

The CEO to determine the appropriate time (likely 2021) to present these inductees with their Hall of Fame recognition.

The President and Hall of Fame (HoF) committee to review the Hall of Fame criteria AND review the existing HoF nominee list with a view to inducting, in one event, all deserving persons from this list.

## 2.5 Judicial Committee 2020/2021



### 2020/2021 Judicial Committee

The Bowls New Zealand Board approved the 2020/2021 Judicial committee as:

- Keith Berman
- Trevor McComish
- Feona Sayles
- Allan Spence
- John Earles
- Peter Harris
- Cyril Gilfedder
- Alex Wilson

<b>Decision Date:</b>	11 Sep 2020
<b>Mover:</b>	Sharon Rimmer
<b>Seconder:</b>	Malikah Mitha
<b>Outcome:</b>	Approved

The CEO was requested to add an additional two names to this committee.

## 2.6 Appointment of Risk & Audit committee and Remuneration committee

This matter was deferred till the September 12 Board meeting (following the 2020 AGM).

## 2.7 Selection of the Summerset Supreme Award winner

The Board discussed and congratulated the 2019/2020 Summerset Award category winners. The Board then selected Katelyn Inch as the 2019/2020 Summerset Supreme Award winner.

## 2.8 Update on 2020 AGM

## 3. CEO Reports

### 3.1 CEO Report

The Board reviewed a number of strategic and operational matters, including:

1. Covid-19 update
2. World Champ of Champions
3. Bowls Counties Manukau
4. Artificial Green Supply
5. Bowls3Five Twilight
6. Bowls NZ Help Desk
7. Rangatahi Strategy
8. Ponsonby Bowling Club
9. Secondary Schools Sport and Sky Sport
10. IBD World Champs
11. New Bowls NZ Staff

### 3.2 2020/2021 Business Plan



**The updated Business Plan for 2020/2021 was approved.**

The updated Business Plan for 2020/2021 was approved.

<b>Decision Date:</b>	11 Sep 2020
<b>Mover:</b>	Allan Smith
<b>Seconder:</b>	Mark O'Connor
<b>Outcome:</b>	Approved

### 3.3 Updated Organisation Chart

### 3.4 Sport NZ report/plan - FYI only

## 4. Finance and H&S Reports

### 4.1 2019/2020 EOY Accounts (audited)



#### Annual Accounts

The audited 2019/2020 End of Year accounts were reviewed, with Bowls New Zealand reporting a \$39,085 surplus for the financial year.

The audit findings report was acknowledged, with no audit matters requiring any change to operating procedures.

**Decision Date:** 11 Sep 2020  
**Mover:** Craig Bruce  
**Seconder:** Malikah Mitha  
**Outcome:** Approved

### 4.2 YTD Accounts (versus Budget)

The YTD accounts (to 30-August-2020) were presented and discussed.

### 4.3 Health & Safety Report



#### Health & Safety

The CEO tabled and the Board accepted, the Health & Safety report to August 2020.

**Decision Date:** 11 Sep 2020  
**Mover:** Mark O'Connor  
**Seconder:** Sharon Rimmer  
**Outcome:** Approved

## 5. Close Meeting (including review of the meeting)

### 5.1 Close Meeting

**Next meeting:** Bowls NZ Board Meeting - 20 Nov 2020, 9:15 am

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

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