

MINUTES (in Review)

BOWLS NZ BOARD MEETING



Name:	Bowls New Zealand
Date:	Friday, 12 February 2021
Time:	12:00 pm to 3:08 pm
Location:	Ponsonby Bowling Club, 105A Jervois Street, Ponsonby
Board Members:	Tony Lepper (Chair), Allan Smith, Craig Bruce, Malukah Mitha, Mark O'Connor, Sharon Rimmer
Attendees:	Mark Cameron
Apologies:	Jan Tucker

1. Opening Meeting

1.1 Interests Register

1.2 Obituaries

The Board respectfully acknowledged the passing of Ken Stott (Bowls New Zealand President 1999/2000) and Barry Wynks (Parajack #4).

1.3 Board Only Time

1.4 Board Self Review

The Board of Directors performed a self-evaluation of the Board's role, their performance, procedures and practices, the leadership and administration matters.

In response to this review the Board is to review its Charter and consider the matter of a policy for the Chair/Board honorarium.

1.5 Confirm Minutes

Bowls NZ Board Meeting 20 Nov 2020, the minutes were confirmed as presented.



Application to Southern Trust

The Board approved an application to the Southern Trust (\$12,000) for Operating Event costs.

Decision Date:	12 Feb 2021
Mover:	Allan Smith
Seconder:	Mark O'Connor
Outcome:	Approved

1.6 Actions from Previous Meetings

2. Governance Matters

2.1 Board Annual Workplan

The CEO is performing a complete review of all Governance and Operational policies, including an annual timeline for the review of these documents by the Board of Directors. This review is expected to be completed by mid-2021.

2.2 Presidents Report

The President's Report was tabled and accepted.

3. CEO Reports

3.1 CEO Report

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

- [Covid-19 update](#)
- [World Champs \(and Champ of Champions, Trans-Tasman\)](#)
- [Commonwealth Games](#)
- [World Bowls](#)
- [Summerset Nationals](#)
- [Sport NZ Funding / Support](#)
- [Health Sector](#)
- [Company Vehicles](#)
- [North v South](#)
- [Centre Feedback](#)
- [2020 AGM Feedback](#)
- [Diversity & Inclusiveness](#)



Bowls New Zealand Vehicles

It was resolved to change the Bowls New Zealand Vehicles Operational Policy, so that (subject to the best financial modelling) the Bowls NZ CEO can lease OR purchase company vehicles. The current policy is limited to the leasing of vehicles only.

Decision Date: 12 Feb 2021
Mover: Craig Bruce
Seconder: Malikah Mitha
Outcome: Approved

3.2 Facilities Manager report (Steve Beel in person)

The Board received and accepted a report on Facility Improvements at bowling clubs throughout New Zealand.

3.3 Twilight Bowls3Five Manager report (Nikki Cameron in person)

The Board received and accepted a report on the progress made with Twilight Bowls3Five around New Zealand bowling clubs.

3.4 2020/2021 Business Plan

The updated Business Plan for 2020/2021 was tabled.

4. Risk & Audit

4.1 YTD Accounts

The YTD accounts (to 31 January 2021) were presented and accepted.

4.2 Latest Forecast (versus Budget)

The 2020/2021 Latest Forecast was tabled and accepted.

4.3 R&A Chair confirmation of Bowls NZ Payroll and Bank Account Balances

4.4 Risk Register

The updated Risk Register for 2020/2021 was tabled.

4.5 Health & Safety Report



Health & Safety

The Health & Safety report to 31 January 2021 was tabled and accepted.

Decision Date: 12 Feb 2021
Mover: Craig Bruce
Seconder: Mark O'Connor
Outcome: Approved

5. Close Meeting (including review of the meeting)

5.1 Close Meeting

Next meeting: Bowls NZ Board meeting - 14 May 2021, 9:15 am

Signature: _____

Date: _____