MINUTES OF MEETING OF BOWLS NEW ZEALAND BOARD

Held at Waipuna Hotel, 58 Waipuna Road, Mt Wellington, Auckland

> On Sunday, 8th September 2013 Commencing at 9.30am

PRESENT

Cushla McGillivray – Chair Ann Muir – President Mike Spring – Vice President Matt Barber John Calvin Matt Benson Kerry Clark OBE – Chief Executive Officer Nicki Patrick – (minute taker)

The CEO opened the meeting by calling for nominations for Chair. John Calvin moved that Cushla McGillivray be re-elected as Chair, seconded by Matt Benson.

Ann Muir moved that nominations be closed. CARRIED

The Chair then presided over the meeting and welcomed new Vice President, Mike Spring.

The Chair put forward the following motion;

"The Board records its' thanks and congratulations to Kerry and your staff for a magnificent effort to mark the Bowls NZ Centenary. We are immensely proud of you, many compliments have been received covering all areas of the celebrations including; the dressing of the venues, the printed publications, the presentations, the Hall of Fame Dinner, the helpfulness of the staff and in particular the very positive atmosphere that was created at the Meet and Greet, to the honouring of the wonderful achievements of the earlier leaders of our sport. The Board sends its' congratulations and is pleased to recognise this extraordinary work."

| MOVED: | Cushla McGillivray | SECONDED: | Ann Muir |
|---------|--------------------|-----------|----------|
| CARRIED | | | |

"The board also wished to record its thanks and appreciation for sponsorship from Tower, Heartland, Classic Travel and Contagious for their assistance in making a memorable celebration of the Bowls NZ Centenary."

| MOVED: | John Calvin | SECONDED: | Ann Muir |
|---------|-------------|-----------|----------|
| CARRIED | | | |



Correspondence: PO Box 62 502 Greenlane Auckland 1546 New Zealand

Located: Ground Floor, 12 Hugo Johnston Drive, Penrose, Auckland 1061

T: +64 (0) 9 579 5853 F: +64 (0) 9 579 6935 E: info@bowlsnz.co.nz W: www.bowlsnz.co.nz



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1. <u>APOLOGIES</u>

An apology was received from Andy McLean.

2. <u>OBITUARIES</u>

No obituaries.

3. <u>REGISTER OF INTERESTS</u>

Cushla McGillivray Director, Bowls Events NZ Ltd Canterbury Coaching Sub-Committee Ann Muir Director of Coaching Northland Patron, Special Olympics Northland Life Member, Bowls Kensington

4. CONFIRMATION OF MINUTES AND RESOLUTIONS

Minutes of Board Meeting held on 7^{th} September 2013 – to be approved at the November meeting.

AGM minutes - to be provisionally approved at the November meeting.

5. <u>STRATEGIC ISSUES</u>

Review of Hall of Fame Charter

Review of the Hall of Fame Charter to be deferred.

Signing by all of Bowls NZ Protocol for Board Members

Copies were handed out to Board Members for their signature.

Board Annual Work Plan

Any suggestions for items to be included in the Board Work Plan to be put forward for discussion at the November Board Meeting.

Matt Barber raised the suggestion that the Board meet more frequently than the current four times per year. The Chair invited the Board to comment and share their views. To be kept in mind moving forward.

The two day review meeting to be held in May 2014.

Operational Policy Review – Sponsorship, Media, Internet

Sponsorship and Media policies – updated version 3.0 as amended by Commercial Marketing Manager, Ian Watson, was handed out at the meeting for review.



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The Board accepted the sponsorship and media policies as is and will review in 12 months.

Email and Internet policy version 1.0 as reviewed by Maria Clarke Lawyers, was also handed out at the meeting. A discussion on the policy was held, CEO to discuss with Maria Clarke Lawyers and then circulate final document for approval.

World Bowls Survey and other World Bowls Issues

CEO provided the Board with background.

The Board completed the survey as a group and was recorded by the CEO.

World Bowls meeting minutes of 7th July 2013 circulated and noted.

EAD Representation at Glasgow 2014

It was agreed that the Board would want EAD representation at Commonwealth Games Glasgow 2014 and that a paper from the CEO will be presented to the November Board Meeting.

Risk Management Plan

Copies of the current Risk Management Plan handed out to the Board members at the meeting. CEO to update the plan re: Health and Safety and report to the November Board Meeting.

It was noted that item no. 9 (Regional Service Centres) of the plan to be updated.

Event Regulations

The updated draft from Maria Clarke Lawyers was circulated. Matt Barber had noted suggestions to be forwarded to the CEO. Any further suggestions to be forward to CEO who has the authority to finalise and then circulate to the Board for final approval.

Judicial Regulations

"That the Board accepts the amended Bowls NZ Regulation 9 of the Judicial Regulations as tabled at this Board meeting."

MOVED: CARRIED John Calvin

SECONDED:

Matt Barber



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Bowls NZ Judicial Committee Appointments

"That Keith Berman is appointed Chair of the Bowls NZ Judicial Committee."

| MOVED: | Ann Muir | SECONDED: | Matt Barber |
|---------|----------|-----------|-------------|
| CARRIED | | | |

"That Graeme Bennett is appointed Chair of the Northern Regional Judicial Committee."

| MOVED: | John Calvin | SECONDED: | Matt Barber |
|---------|-------------|-----------|-------------|
| CARRIED | | | |

"That Mike Pope is appointed Chair of the Central Regional Judicial Committee."

MOVED: Matt Barber SECONDED: Ann Muir CARRIED

"That John Bisphan is appointed Chair of the Southern Regional Judicial Committee."

| MOVED: | Mike Spring | SECONDED: | John Calvin |
|---------|-------------|-----------|-------------|
| CARRIED | | | |

6. <u>CHIEF EXECUTIVE'S REPORT</u>

The Chief Executive tabled a Report covering all activities since the last Board Meeting and updated the Board on his recent trip to Glasgow.

John Calvin noted his thanks and congratulations to Kerry Clark for his efforts in proactively managing the budgets.

APL

"The Board approves that 60% of prize money to be allocated to players and 40% to Bowls NZ and that Bowls NZ will meet incidentals."

MOVED: Ann Muir SECONDED: John Calvin CARRIED

Laws Submissions from Bowls Bay of Plenty and Umpires Committee

The Board received and noted the submissions.

"That the Board supports a change to Law 37.1.8."

Correspondence from Bowls Wanganui

The Board noted and received correspondence dated 15th August 2013 re: the qualifying events for the National Club Singles, Pairs, Triples and Fours



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The Board does not see any need to change the current qualifying event criteria.

7. FINANCIAL REPORT

Report to 31st August 2013

CEO tabled the financial report which was approved.

It was noted at the recent Risk and Audit Committee Meeting that the lease on the office premises is up for renewal in April/May 2014. The CEO will submit an options paper to a future Board meeting.

Investments

Schedule of current investments was tabled.

8. OTHER BUSINESS

Next Meeting Date

CEO to advise the next meeting date to be held in the week commencing 18th November 2013. John Calvin to confirm availability with CEO. Meeting to be held in Auckland.

The Chair to draft policy wording on what events the President attends and roles undertaken for the November meeting.

There being no further business the meeting closed at 1.30pm.

Chair

Date



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