

**MINUTES OF MEETING OF
BOWLS NEW ZEALAND BOARD**

**Held at BNZ Business Centre, Waionaru Room,
86 Highbrook Drive, East Tamaki, Auckland**

**On Friday, 18th September 2015
Commencing at 9.00am**

PRESENT

Cushla McGillivray – Chair
Ann Muir – President
Mike Spring – Vice President
Matt Benson
Mark Kendrick
Kerry Clark OBE – Chief Executive Officer
Sam McKean – (minute taker)

The Chair opened the meeting by welcoming the board and staff.

1. APOLOGIES

Apologies were received from Shane Goldfinch and Andy McLean.

2. OBITUARIES

Ian Peters Gladstone Roche QSM - NZBA President 1993/94,
Bowls Dunedin Patron.

3. REGISTER OF INTERESTS

Cushla McGillivray	Director, Bowls Events NZ Ltd
Ann Muir	Director of Coaching Northland Life Member, Bowls Kensington Coach, Blind Bowls NZ

4.

CONFIRMATION OF MINUTES AND RESOLUTIONS

1. Minutes of Board Meeting held on 20th May 2015
2. Minutes of "In Committee" Board Meeting held on 20th May 2015 (circulated)
3. Resolution to Pelorus Trust dated 23rd July 2015 for \$20,000
4. Resolution to Blue Waters Community Trust dated 10th June 2015 for \$30,000
5. Resolution to Infinity Foundation Ltd dated 15th June 2015 for \$30,000
6. Resolution to Blue Sky Community Trust dated 21st May 2015 for \$20,000
7. Resolution to Lion Foundation dated 30th June 2015 for \$45,000



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With thanks to:



8. Resolution to Pub Charity dated 11th June 2015 for \$20,000
9. Resolution to The Trust Community Foundation dated 2nd June 2015 for \$40,000

MOVED: Ann Muir SECONDED: Mike Spring
CARRIED

5. MATTERS ARISING FROM MINUTES

Sport NZ Connection Conference

Report received from Shane Goldfinch who attended the Conference in May 2015.

Northern Judicial Committee Appointment, Matt Taylor

“The Board resolved to confirm the appointment of Matt Taylor as a member of the Northern Judicial Committee for Bowls NZ”.

MOVED: Mike Spring SECONDED: Ann Muir
CARRIED

Bowls NZ Awards

The Board asked the CEO to review the process of announcing winners and what is presented to winners and to report back to the December Board meeting.

Letters to Bowls Bay of Plenty and Te Puke Bowling Club

Discussed by the Board in committee.

6. STRATEGIC ISSUES

Business Plan Update

CEO updated the Board on the current Business Plan.

Strategic Plan

“That the Board adopt the Strategic Plan 2015 – 2020 Pursuant to Rule 19.2.2”.

MOVED: Ann Muir SECONDED: Mark Kendrick
CARRIED

The Board recorded the efforts of Matt Benson in the finalization of the new Strategic Plan.

Presidents Report

The President updated the board on her activities since the last Board Meeting.



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Board Annual Work Plan

Board Work Plan was received by the Board. CEO remuneration was discussed by the Board in committee. Matt Benson reported to the Board on behalf of the Remuneration Committee.

Risk Management Plan Update

Risk Management Plan report for September 2015 was received by the Board.

Actions to be followed up are –

- Revenue targets achievement to be a top priority
- CEO to report to Board at the February 2016 meeting with options to replace NZSTI

Approval of Regulation 10 – National Events

“That the Board adopt updated Regulation 10 – National Events”.

MOVED: Mike Spring SECONDED: Mark Kendrick
CARRIED

Umpires Committee Applications for Board Consideration

“The Board resolved that the current Umpires Committee be reappointed.” Committee Members are Helen Stallard, Peter Turnbull, Michael Johnston and Michael Ayers with CEO to Chair.

MOVED: Ann Muir SECONDED: Matt Benson
CARRIED

Policy Review –

- Strategic Planning and Direction
- Financial Governance
- Conflict of Interests
- Risk Management
- Board Committees and Working Parties

No changes as newly revised policies.

Operational Policy Review –

- Sponsorship
- Media
- ICT Use – policy to be reviewed, in particular in relation to social media.

7. CHIEF EXECUTIVE’S REPORT

The Chief Executive tabled a report covering all activities since the last Board Meeting which was received by the Board.



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With thanks to:



The Board records their congratulations to Ashleigh Jeffcoat and Seamus Curtin for their success at the at the Commonwealth Youth Games in Samoa along with Coach, Evan Roberts

8. FINANCIAL REPORT

Report to 31st August 2015

CEO tabled the financial report to 31st August 2015 which was received by the Board.

“Due to special circumstances the Board approve a net figure of \$100,000 be used from the Operations Reserve for the office upgrade.”

MOVED: Ann Muir SECONDED: Mark Kendrick
CARRIED

The Board noted its thanks to Jill Hutchinson and Sam McKean for their involvement in the renovations.

Annual Report Financials

No items raised by the Board from the Financial Report in the Annual Report.

Investment Report

Investment update received by the Board.

9. OTHER BUSINESS

Thanks to Retiring Board Members and President

The board thanked retiring President Ann Muir, and Board Members Andy McLean, Mark Kendrick and Shane Goldfinch.

The Board wished to record its congratulations to Kereyn Smith on her election as CGF Vice President and to Louise Martin (Scotland) as President CGF.

Nationals Hosting Application from Bowls Taranaki

“That the Board resolved that the application from, Bowls Taranaki to host the Heartland Bank National Open Championships 2016/2017 be approved.”

CARRIED

Next Meetings:

19th September – AGM

19th September – Board (to elect Chair)

1st December – Board (in Christchurch during Asia Pacific Championships)



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With thanks to:



HEARTLAND
BANK



There being no further business the meeting closed at 12.41 pm.

Chair

Date



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