

# MINUTES (in Review)

## BOWLS NZ BOARD MEETING



<b>Name:</b>	Bowls New Zealand
<b>Date:</b>	Friday, 13 September 2024
<b>Time:</b>	2:15 pm to 5:45 pm (NZST)
<b>Location:</b>	Ponsonby Bowling Club, 105A Jervois Street, Ponsonby
<b>Board Members:</b>	Nicola (Nic) Simpson, Tony Lepper (Chair), Ann Wright, Chris Kibblewhite, Mark O'Connor, Phillip Huwyler, Scott Pickering
<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 26 Jul 2024**, the minutes were confirmed as presented.

#### 1.5 Actions from Previous Meetings

The following matters are to be actioned:

1. Operational Policies, Regulations, Governance Documents, by February 2025
2. Governance review, by April 2025
3. Board Rotation.

#### 1.6 Presidents Report

The President's Report was tabled and accepted.

### 2. Governance Matters

#### 2.1 Governance Report

The following matters are noted for actioning:

- The revised Operations Manual and Regulations are to be reviewed by the CEO in advance of the next meeting.
- A full review of the Risk Register is to be scheduled for mid to late 2025.

### 3. Operational Matters

#### 3.1 CEO Report

The CEO updated the Board and received support on the following Operational matters:

- 2024/2025 Business Plan
- MyBowls software
- Blackjacks brand extension
- Athletes self-funding
- NZ Indoor Championship
- Bowls5
- IBBA World Champs 2027
- Judicial committee

Actions:

- Update the rules on the Judicial committee appointments
- Prepare a more detailed Technology plan
- Establish a workplan for Board and management strategic review (from July 2024 meeting).

### 4. Risk & Audit Matters

#### 4.1 R&A Report

The accounts to the 30th August 2024 were tabled and discussed.

The audit report (including findings) was tabled and discussed, with no actions required.

The Risk Register and the Health & Safety Register were tabled and reviewed by the Board.

Actions:

1. The CEO to update the Risk Register for 'residual' risk (after mitigation), not target risk.
2. The CEO to review the existing Jarden investment with the Risk & Audit Chair, and determine appropriate growth v cash investment ratio.
3. The CEO to review the H&S Register (dates).

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

#### 5.1 Close Meeting

**Next meeting:** Bowls NZ AGM - 14 Sept 2024, 10:00 am

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

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