

# MINUTES (in Review)

## BOWLS NZ BOARD MEETING



<b>Name:</b>	Bowls New Zealand
<b>Date:</b>	Friday, 16 May 2025
<b>Time:</b>	9:00 am to 12:30 pm (NZST)
<b>Location:</b>	Ponsonby Bowling Club, 105A Jervois Street, Ponsonby
<b>Board Members:</b>	Chris Kibblewhite, Mark O'Connor (Chair), Nicola (Nic) Simpson, Phillip Huwyler, Scott Pickering, Garry Muriwai
<b>Attendees:</b>	Mark Cameron
<b>Apologies:</b>	Ann Wright

### 1. Karakia / Welcome

#### 1.1 Interests Register

#### 1.2 Obituaries

The passing of Martin Christensen, Life Member of Bowls New Zealand, was sadly acknowledged.

#### 1.3 Board Only Time

#### 1.4 Confirm Minutes

**Bowls NZ Board Meeting 14 Feb 2025**, the minutes were confirmed as presented.

#### 1.5 Actions from Previous Meetings

The following matters are to be actioned at future Board meetings:

1. Risk Register review - September 2025.
2. Strategic Insights session (Futures) - September 2025.

#### 1.6 Presidents Report

The President's Report was tabled and accepted.

### 2. Governance Matters

#### 2.1 Governance Report

The following Governance matters were discussed:

1. Bowls NZ Constitution to be reviewed and presented to 2025 AGM (September).
2. The draft Board Conflict of Interest Policy was discussed and approved. The CEO to include this in the Board Charter and present to the July meeting.

3. The Board completed a Governance self-review using the tools provided by Sport NZ. The outcomes of this review were discussed and acknowledged by the Bowls NZ Board.
4. The Board approved the 2.5% CPI adjustment to the club affiliation fees for November 2025.
5. The Board meeting for November 7, 2025 is to be moved to December 5, 2025.

The following Strategic Pillars were reviewed:

1. Facilities
2. High Performance

### 3. Operational Matters

#### 3.1 CEO Report

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

1. 2024/2025 Business Plan
2. Digital Plan
3. Youth strategy
4. Boccia New Zealand
5. Bowls3Five
6. Bowls Manawatu
7. Sport Integrity Code
8. Bowls India
9. North v South
10. National Events review
11. 31-December 2024 Census

### 4. Risk & Audit Matters

#### 4.1 R&A Report

The following Risk & Audit matters were discussed:

1. The financial accounts to 30-April 2025.
2. The Risk Register.
3. The Health & Safety Register.
4. The Draft Budget 25/26 was tabled and approved, but remains subject to any 24/25 EOY variances.
5. A meeting of GM, SP and MC to be arranged to review Jarden investment.
6. Following a review, RSM Hayes to be recommended to the September AGM as returning Auditor for Bowls NZ. GM and MC to discuss with RSM Hayes rotation of audit partners.
7. The CEO to prepare a paper for the Board, forecasting revenues for Bowls NZ over the next 3-5 years.

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

### 5.1 Close Meeting

**Next meeting:** Bowls NZ Board Meeting - 25 Jul 2025, 9:00 am

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

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