



Bowls North Harbour Inc

MINUTES

Type of Meeting: Board
Meeting Location: Bowls North Harbour offices
At Bowls Orewa
Meeting Date: Monday 18th June 2018
Meeting Time: 1:00pm
Present: Tony Rickerby (TR), Graham Dorreen (GD), Garry Banks (GB), Gary Stevens (GS), Wayne Wrack (WW), Denise Samuel (DS), Lisa Brown (LB), Sheryl Johnson (SJ)

1. Apologies

John McCormack (JM)

2. Approval of minutes from previous meeting

Proposed that the minutes from the previous meeting be approved

Moved: TR

Seconded: GB

3. Matters arising from previous minutes

No matters arising

4. Board Members Reports

- i. LB presented the audited year end accounts, the budget and the list of grants to the Board

GS thanked LB for her work in obtaining funding through grants

Proposed that the payments (1-25) as per the Finance Report be approved and accepted

Moved: GD

Seconded: GB

Proposed that the budget for 2019 be approved to be tabled and ratified by the delegates at the AGM

Moved: GD

Seconded: DS

- ii. All other board reports were taken as previously read

Proposed that Board members reports be accepted

Moved: GS

Seconded: DS

5. Open Business

- a. 2018/9 calendar - points raised at club/Board meeting.
 - i. At the meeting, a club member questioned whether a 10-week pennant programme was wise, on the basis that, if say after 5 weeks a club is not doing very well in terms of results, then they may not turn up for the balance of games
 - ii. Need to look at combining clubs on a case-by-case basis as it may be difficult for some clubs to get a team of 9 women. GS to draft something up to communicate with clubs.
 - iii. A centre title and gold stars for Premier pennants grade was also questioned at the meeting, however, an informal, non-binding vote showed only 4 against this.
 - iv. Look at starting at 9am to give clubs time to run afternoon competitions
 - v. Do we need to schedule in reserve days? If we need reserve days, we may have to take the days allocated for rep coaching
 - vi. COP still needed for retirement villages. GB still talking with them
 - vii. SJ has received positive comments regarding keeping our current Centre, Open and Junior events in our calendar
 - viii. Need clarification re B35
 1. What does \$6,500 cover. Does this include travel outside of the region where the tournament is held?
 2. Need to look at time of work for those involved
 3. If teams are sponsored, will there be a conflict with Bowls NZ sponsors?
 4. GD to write to Bowls NZ for clarification
- b. Handbook
 - i. Template has gone out to clubs and SJ is expecting to receive information back by most clubs by the end of the month
 - ii. Do we need Code of Conduct in the handbook? General consensus is that we don't need this as it is on the website, however we should still put in general COP
 - iii. Alcohol rules should be as per the club's licence. We need to make this clear to players. The 'policing' of this will be by the club not the umpires, as it is a club policy.
 - iv. SJ/GD to write to umpires and clubs
 - v. Discussion took place re BNZ COP for Nationals re draws/ extra end. SJ will get confirmation from BNZ re intercentre.
- c. Prizegiving
 - i. GD invited 3 x Bowls NZ, patron, life members, president of umpires assoc, sponsors, guest speakers Gayle Melrose, Mark Cameron, MC Greg Yelavich, red carpet etc organised
- d. Awards confirmation by category (top 4 or 5 in each category to be in awards booklet). Discussion took place and decisions were made in deciding the winners of each category.
- e. Debrief report from GS & JM re rep teams
WW commented what a good job GS and JM had done with the debrief document so that we can now work on getting a solid structure in place.
Discussion took place re the rep debrief and processes for the upcoming season. This will be discussed in detail at a meeting on Monday 25th June, 8am at Bowls Orewa.

f. Board appointments

The three nominees will be elected unopposed. GS is standing unopposed as President and Garry Banks unopposed as Vice-President. Elaine McClintoch, Tony Popplewell and Maureen Taylor have been nominated for Board roles

The constitution allows for only 2 members from any one club to be on the Board. Given the low numbers of nominations and provided that not one club can dominate, the Board believes we should allow 3 out of 8 from any one club to be on the Board. GD to comment on this proposal at the AGM, with a view to it being considered as a notice of motion at the 2019 AGM.

With LB no longer available to attend Board meetings, SJ will be the minute secretary

g. Board retirements

GD expressed a big thank you to Tony, Denise and Lisa for their contribution to the board and presented each with a small gift from Graham personally.

DS replied that she was honoured to have been part of such a positive, proactive group that had forward momentum and was well led by GD.

TR reiterated these points and said that the groundwork had been done and BNH was well positioned for the future.

- h. The Bowls NZ levy proposal is based on the number of greens a club has rather than capitation fees as we have currently. BNZ will need to get 75% approval at their AGM. As a Board, we need to canvas our clubs and ask for their views so that GB, our delegate at the BNZ AGM can vote accordingly on the new proposal.

Meeting closed at 3:20pm

Next Meeting Monday 30th July, 1:00pm at Orewa

Board report

18th June 2018

Graham Dorreen

Sponsorship and Grants

We have a grant application in for 20 sets of coaching bowls that will be owned by BNH This is an important part of developing our Centre coaching structures

We also have applications in for chemicals and fertilizers as well as applications to assist us in the financial management of the Centre.

We were successful with grants totalling \$5,000 last month.

Thanks to Lisa for the preparation time spent on this important funding source.

Programme

With the programme now locked in following a successful meeting with clubs, we can move on with the delivery of an exciting range of new formats - PPL B35 and a 10-week home and away pennant competition.

Board

June 24 is the close off for this board and a big thank you to all our volunteer board members who continue to push boundaries but always with the focus on players and clubs.

To Tony, Lisa and Denise who are moving on, your contribution has been awesome in your various board governance roles. Our Centre is so fortunate to have had your passion and ability.

Board report

John McCormack

Final player points charts attached. These have been closed prior to the Open 2-4-2 and the Junior 4's, points for these will be added to the start of next season (as per last year).

Will need to review the points allocations for next season with the changes to the program (Pennants, BPL etc)

Undertook the review of the coaching debrief with Gary and offered some recommendations.

Centre Secretary/Events Manager Report June 2018

All centre events were completed for the 2017-2018 Season, mostly without delay.

There were 1017 centre entries with 2,773 players participating in the centre events; this was an increase of 6% from last year.

The Junior Open events had teams from North Harbour, Northland, Auckland & Counties Manukau playing in them. This enabled the events to be a meaningful competition.

The Open 2-4-2 was very popular and supported well from North Harbour, Northland, Auckland, Counties Manukau and Waikato; this event had 80 entries; 43% up on last year's event.

The final 2018-2019 Centre Events Programme and notes has been circulated to all clubs, and an A2 wall planner will be available for each club at next week's Centre AGM.

The Centre Handbook template for each Club to complete has been sent out and these should all be returned after their AGM and certainly by the end of June. The club tournament details can also be completed now the clubs have had the final centre programme. The website google calendar will be updated with the new tournament information.

The Website and Facebook continues to be great communication to players, as some clubs are not always passing on information to club members. The weekly Tuesday evening newsletter goes out to a large number of players and people not receiving this should be signing up from the website home screen.

All competition information will be on the Website under the Events tab, which includes draws, COP & results.

The new secretary's forms will be emailed out next week and as there are some new club secretary's, a workshop for secretary's can be held in July to assist them in their role should they require it.

The Annual Prize giving is in control (I think!) and will be a great afternoon at Birkenhead Bowling Club on Sunday 24th June.

We're now into the 2018-2019 Season, and the entries are coming in for the first event – the Winter Cup being played from 6th July.

Sheryl Johnson

BOWLS NORTH HARBOUR INC.

Statement of Financial Performance

For the Year Ended 30th April 2018

<u>2017</u>		<u>2018</u>
	<u>INCOME</u>	
29,817	Tournament Income	34,254
21,000	Sponsorship	10,500
5,402	Interest	6,801
64,199	Grants	23,000
95,981	Levies from Clubs	90,479
1,548	Other	128
217,946		165,162
	<u>less EXPENDITURE</u>	
16,944	Tournament Costs	23,157
7,800	Rent	6,600
6,326	Champ Badges/Engraving/AGM etc	4,583
1,389	Depreciation	1,597
1,560	Power	1,540
-	Insurance	478
625	Expense Allowance	1,500
40,199	Wages	43,544
311	ACC levy	168
375	Maintenance (Equipment)	
54,635	Bowls NZ Levy	52,920
159	Postage	138
4,567	Printing/Stationery	1,797
33,896	Rep Team Expenses / Intercentre	20,065
13,663	Representative Uniforms	
3,720	Grants allocated to Capital Expenditure	
4,535	Grants for future services (mental skills coaching)	
10,000	Sponsorship allocated to future events (Ryman PPL)	
2,950	Web Site	1,980
2,422	Communications	1,749
3,194	BNH Bowling Development	
1,150	Other	1,890
210,420		163,706
7,527	<u>NET SURPLUS (DEFICIT)</u>	1,456

BOWLS NORTH HARBOUR INC.

Statement of Financial Position

As at 30th April 2018

<u>2017</u>		<u>2018</u>
	<u>ASSETS</u>	
	<u>Current Assets</u>	
10,711	Westpac 00 Account	4,305
-	Westpac Coaches Association	6,832
45,728	Heartland Call Account	37,449
-	GST Refund Due	11,068
575	Accounts Receivable	100
57,014		59,754
	<u>Investments</u>	
101,835	Westpac Bank - General Funds	105,084
70,000	Heartland Bank - General Reserve	70,000
171,835		175,084
	<u>Fixed Assets</u>	
8,001	Furniture and Equipment	7,987
236,850	<u>TOTAL ASSETS</u>	242,825
	<u>LIABILITIES</u>	
	<u>Current Liabilities</u>	
9,862	Accounts Payable	13,509
2,420	Entry Fees Received in Advance	3,009
14,535	Deposits for Future Services	16,832
1,366	GST Payable	
648	PAYE Payable	
28,831	<u>TOTAL LIABILITIES</u>	33,350
208,019	<u>NET ASSETS</u>	209,475
	<u>Represented by:</u>	
46,490	Accumulated Funds	57,736
7,527	Current Surplus/(Deficit)	1,456
11,642	Dick Bree Memorial Reserve	11,642
138,640	General Reserve	138,641
3,720	Grants received for fixed assets	
208,019		209,475

BOWLS NORTH HARBOUR INC.

Draft Budget

For the Year Ended 30th April 2019

Actuals 2018		Budget 2019
<u>INCOME</u>		
34,254	Tournament Income	34,000
10,500	Sponsorship	10,000
6,801	Interest	5,000
23,000	Grants	18,000
90,479	Levies from Clubs	84,859
128	Other	500
165,162		152,359
<u>less EXPENDITURE</u>		
23,157	Tournament Costs	24,000
6,600	Rent	3,000
4,583	Champ Badges/Engraving/AGM etc	4,000
1,597	Depreciation	1,600
1,540	Power	-
478	Insurance	700
1,500	Expense Allowance	1,500
43,544	Wages	47,000
168	ACC levy	300
	Maintenance (Equipment)	500
52,920	Bowls NZ Levy	49,623
138	Postage	500
1,797	Printing/Stationery	3,000
20,065	Rep Team Expenses / Intercentre	8,000
	Representative Uniforms	2,500
1,980	Web Site	1,000
1,749	Communications	2,500
1,890	Other	2,000
163,706		151,723
1,456	<u>NET SURPLUS (DEFICIT)</u>	636