



Bowls North Harbour Inc

MINUTES

Type of Meeting: Board
Meeting Location: Zoom
Meeting Date: Wednesday 25 August 2021
Meeting Time: 4 pm

Present: Maureen Taylor (MT), Tony Popplewell (TP), Elaine McClintock (EM), Raewyn Thomas (RT), Lesley Langer (LL), Michael Beretta (MB), Robyne Walker (RW), Garth Partridge (GP)

Apologies: Neil Connell (NC)

Approval of minutes from previous meeting

Proposed that the minutes from the previous meeting on 28 July 2021 be approved.

Moved: EM Seconded: GP Carried

Matters arising from previous minutes

1. Board vacancy – TP asked the board to keep looking out for a person to fill this role.

Incoming Correspondence

1. From BNZ – Disciplinary Outcome – K Hill. Noted
2. Harbour Sport - INVITATION: Mixing Business & Sport Event - Wed 29th Sept. RW expressed interest to attend. Depends on level of Covid. TP will be a backup if RW is not available.
3. From BNZ – Tournament Cost Equalisation. TP provided the Board with an analysis of the 3 options. The different options were debated.
Motion that the Board supports option 3 (the status quo) as the preferred option.
Moved: TP Seconded: EM Carried unanimously.
LL to respond to Bowls NZ email
4. Invitation from Beach Haven BC – opening day 11 September. Neil Connell has offered to attend on behalf of the board.
5. From BNZ – acceptance of offer from BNZ to include the NZ Masters on the Summer of Bowls calendar. LL to respond to email from Bowls NZ.
6. From BNZ – Disciplinary Outcome – Watson and Stewart. Noted
7. From BNZ – Welfare of Children and Vulnerable Adults Policy. Noted
8. Notification of Brett O’Riley as World Bowls Regional Oceania Director. TP has sent Brett a note of congratulations from the Board.
9. From BNZ - Centre Manager Meeting to be held bi-monthly. LL to accept the meeting. TP will attend if LL not able to attend any of the meetings.
10. From BNZ – Greenkeepers only are able to work under Level 4 lockdown.
11. BNH was made aware of a membership application being turned down by a club and what advice did BNH have for this person. BNH to advise the person by letter that the Centre has no jurisdiction over a club’s membership decisions

12. From BNZ. Notices of AGM. One remit put forward to remove the need for a clearance certificate. Agreed for BNH delegate to vote in favour to remove the use of clearance certificates.

Moved: RW Seconded: GP Carried

Move the correspondence be accepted

Moved: MT Seconded: RW Carried

Secretary Report

1. LL has been working on the handbook. The handbook was signed off on 25th August after a total of 8 proofs being read and edited.
TP expressed disappointment at the highly manual process followed to get the handbook completed and proofed. It was agreed we don't have an alternative as this seems to be the process followed by all printers and type setters.

Chairman's report

1. TP has asked that the Board approves the addition of GP to the Reps sub-committee.
Motion to formally appoint GP to the Reps Liaison sub-committee with TP and RW.
Moved: TP Seconded: MT Carried
2. Murray West (MW) contacted TP to say the website is out of date. TP asked him for details. MW looked at the Strategic Plan and suggested some minor changes but declined the offer to check the whole website. TP asked for a volunteer to go through the website and document what is on each tab and comment on whether the page is useful, is it up to date, should it be under a different heading, is it a duplication of another tab/s, what is missing off the website. GP has offered to put an analysis document together.

President's report

Received

Masters Bowls report

1. A zoom kickoff meeting has been arranged for Monday 30th August with the Masters committee of MT, TP, RW, LL and Ryman representative Steph Cawte
2. All the online entries are up on the Masters online entry page and players can put in entries if they so wish. On Monday we can put a plan in place on how to market the tournament to the players.

Match Committee report

1. Orewa have confirmed via the publishing of an updated booking form that they have agreed to accept the \$50 per day per green venue fee paid by BNH for this season.
2. LL will arrange a zoom MC meeting to complete the green allocation on Tues 31st at 11.00 am

Representatives' report

1. Open Convenor of Men has asked if the squad can make use of Mike Kernaghan to teach technical skills and Daniel Stamp to teach mental skills. TP keen to put some resources into Open men primarily and the open women. MB thought a good idea and try and get as many people as possible to benefit. EM and RW said it was better to have smaller groups. MB suggested the convenors from all the rep squads should at least be able to attend.
TP to put together the pricing for the coaching so we can apply for grant funding for specialist coaching.
There is general support to give the rep teams some financial support. The open rep teams will have a combined team function before the national Inter-centre event starts.
2. RT will arrange a key for RW who is managing the uniforms.
3. EM has said that uniforms cannot be passed from one player to the other. They have to be returned to the office and then signed out to the new player.

Coaching and Development report

1. MB has contacted all the new coaches who recently did the foundation course to see how they are getting on with doing their 20 hours. Proof of their completing the 20 hours should be sent into the office. All but one is intending to complete this part of the course.
2. MB has made contact with Pat Green who has been given a new role in Harbour Sport called Health Active Learning Community Connector as the Bowls North Harbour representative to work with her to capture the younger members from schools who are not rising stars but interested in playing bowls.

1–5-year bowlers report

1. TP thanked GP for taking on the additional work with the 1-5 year Womens rep team.

Finance report

1. The financial report was received and accepted by the Board.
Moved: EM Seconded: MB Carried
2. RW asked some questions on the P&L. TP explained how some of the expenses are not paid in the same month as the revenue comes through.
3. The trailer that was stolen had never been registered into BNH name. The company who is the registered owner is the same company who built the trailer. They are happy to transfer ownership to BNH, however this cannot be done during lockdown. The insurance company have offered \$5,000 in settlement of the claim but have asked that the trailer be registered in BNH name first. This may be difficult as the Police have now marked the trailer as stolen. TP is working on getting this transfer completed. The Board accepted the offer for settlement by the insurance company.

General Business

1. Bowls NZ CEO visit – 14 September, If lockdown is relaxed and the meeting can go ahead TP suggested we try and contact each club to encourage them to send some delegates.
2. Handbook for 2021-22 has been signed off and ready for printing. Printing will happen when Auckland is down to Level 3.
3. MB said Warkworth had been paid a visit by Mark and Chris from Bowls NZ. Bowls NZ has offered to assist in any way they can to get the new bowls facility up and running. One person on the BNZ board works for Auckland Council.
4. EM asked that at each tournament the players are asked to refrain from shaking hands / any close contact. LL suggested the events director or the umpire makes reference at the start of each day of the tournament. LL will also include a paragraph in the General Conditions of Play.

Meeting closed at 5:35 pm

Next Meeting Wednesday 22 September 2021, at 4.00 pm at the Orewa office

Secretary report for August 25 Meeting

1. Publish minutes for July Board meeting.
2. Manage emails and website
3. Setup Online registration and for Masters tournaments
4. Setup entries and draws for Exec Fours, Mixed 2-4-2 and IK Singles
5. Updated some website pages. Worked with Allteams to fix some issues with the website, some still outstanding with them
6. Edited 5 versions of the handbook

President's Report – 25th August 2021.

Match Committee Meeting by Zoom – to be continued Monday 23rd August.

Proof read the Handbook a few times.

I was scheduled to attend Birkenhead Bowling Club Opening on 28th August. This has now been postponed. Also due to attend Mairangi Bay Opening Day on 11th September but the President has indicated that also might have to be postponed.

Masters Report – 25th August 2021.

Have been in contact with Steph Cawte of Ryman Healthcare and we have arranged a date (30th August) for a Meeting of our Committee.

I have contacted Erin Nurkka of BNZ to alter the Masters Poster to show increase to the Entry Fee for the Masters Competition. This was sent on Sunday 15th but to date have not heard back from Erin. I will try and contact her before our Meeting on 25th.

Chairman's report to Board meeting 25 August 2021:

1 Discussions with Representative Convenors – This is ongoing, and a separate report will be filed covering the representatives.

2 Board Vacancy – Still no developments in this respect although I have spoken to a possible candidate.

3 Trailer Stolen – Treasurer Raewyn has been following up the reporting of the loss with the insurers and I have been in discussion to get information from the factory who built the trailer in the first place. It appears the trailer was registered by Aakron Express Ltd, who built the trailer in June 2019, and the ownership has never been transferred to BNH. It would also appear it was not currently registered as the initial twelve month registration would have expired and BNH did not receive any reminder to renew.

If the claim is accepted by the insurers it is likely we will then need to resolve the value of the loss. The original invoice for the factory build was \$3,687 (inc. GST) and the signwriting was possibly paid directly by Ryman as we cannot find any invoice for this. Then the modifications appear to have been done at about \$450 which as recorded in February 2020 minutes. The trailer was insured for what was estimated as value - \$6,000.

4 Greenkeepers Association – I advised them of the decision from the last meeting and we are waiting the delivery of the diaries so we can forward to clubs. Meanwhile the Greenkeepers Assn have sent out invoices for clubs to pay their annual affiliation fee.

5 Meeting with Bowls Auckland – I was about to have coffee and informal chat with David Ball, CEO of Bowls Auckland, but this has been delayed by lockdown. This will be pursued when the time comes to do so, as we can gain value by discussing with our near neighbours, matters of common interest.

6 Meeting with Graeme Hoare – I met up for coffee with Graeme Hoare who was on the shore recently looking at accommodation options for the Bay of Plenty team coming up to play in the 1-5 year Quad tournament in October and checking out the venue at Hobsonville. Graeme is manager of the 1-5 years BOP teams (men & women), and we were able to discuss matters of interest.

7 Representatives Team Liaison – In the last month Garth Partridge has been liaising with the 1-5 year rep teams, both men and women, and his assistance is appreciated by those team convenors and myself. I would recommend that we add Garth to the liaison panel.

8 Website update & Review – Recently I had an inquiry from Murray West who was looking at the website and noticed some updating was necessary. Murray then made some notes to the Strategic & Operations Plan and forwarded them to me. I am aware that there are some articles on the website which do not need to be there and others which need updating. Like most websites they become old the day they are loaded and rarely are they able to be kept current all the time. However, we could do better, and we should discuss how and which way forward to do something to address this issue.

Tony Popplewell, Chairman.

19 August 2021

Match Committee

Still having meetings regarding green allocation.

Executive 4's, 5th September, 10 ends or 1 1/2 hours per game, 2 games before lunch 1 game after lunch, to be held at Orewa 9-30 start. However these will go ahead **covid** pending.

Wayne Wrack and myself will be going over **all greens** at a date that covid allows us, Wayne will check Mahurangi East, Omaha and Warkworth BC then meet me at BBBC around 10am, Wayne will write his report on the greens then send them on to the executive.

Bowls North Harbour Board Report – Coaching and Development August 2021

- I will not make comment on the trailer as Tony has covered this.
- I have contacted most of the attendees of the Foundation Coaching course held at Orewa on 17 April.
 - They are holding coaching sessions and most are logging their hours.
 - There are a few that have not made any progress.
- I'm in discussions with Howard Sandler over coaching of college students. My experience to date is that most colleges are not interested in adding Bowls to their already busy schedule.
- It is pleasing to note that most clubs have some form of coaching in place.
- Looking forward to resuming play once normality is restored.

M.Beretta

1 to 5 Report - August 2021.

Sorrill Cup, Lattimer Cup and Stanaway Trophy

The winter season of tournaments for 1 to 5 year bowlers has been completed with strong turnouts for all three competitions. All three of these tournaments have extended the "playing age" criteria to include 1 to 8 year bowlers, which has helped achieve full fields. Thanks to the board members who managed to get along and support these event.

The standard of bowls was higher than on previous years and although some of the winners were in the last of their "Junior" years, there are many skilled players coming through.

New member support

The project of gathering information from all BNH clubs on their new player induction, coaching and training systems is ongoing.

(The following is perhaps out of scope, however)

Support of Development & Training Squads

All training sessions for both the women's squad and the men's squad have been attended to show that the board has interest in the success of the 1 to 5 representative teams. GP has accepted the responsibility for communication to the women's squad as there have been comments that the past communications were not clear. Currently, all communication from Howard Sandler and Walter Howden are channeled through GP and this seems to be appreciated by the squad members.

REPORT TO BOARD FOR AUGUST 2021 MEETING

Accounts:

Attached to this report is the Profit & Loss (P & L) and Balance Sheet (B/S) as at the 31st July 2021.

Grants

The Lion Foundation: Have declined our grant application for wages Aug, Sep and Oct.

Application lodged to Racing Industry Transition Agency for funding of medals for the Masters.

Application lodged with NZ Community Trust for 3 months wages for the Secretary and Treasurer. October, November and December 2021.

On the 2nd August our trailer was stolen from Mt Eden Bowling Club. It was wheel clamped and chained to a post. It has been reported to the Police and a claim has been lodged with our Insurance Company.

We have a Term Deposit with Heartland Bank which matures on the 13th August 2021. This will be reinvested with Heartland Bank for 1 year at a rate of 1.3%.

Raewyn Thomas

Treasurer

6th August 2021