



## Bowls North Harbour Inc

# MINUTES

**Type of Meeting:** Board  
**Meeting Location:** Zoom  
**Meeting Date:** Wednesday 23 March 2022  
**Meeting Time:** 5 pm

**Present:** Maureen Taylor (MT), Neil Connell (NC), Lesley Langer (LL) (via Zoom), Raewyn Thomas (RT) (via Zoom), Garth Partridge (GP), Robyne Walker (RW), Steve Yates (SY), Trish Croot (TC), Andy Dorrance (AD)

**Apologies:** Michael Beretta (MB). The reception he had was not good enough to join the zoom meeting

### **Approval of Minutes from previous meeting**

Proposed that the minutes from the previous meeting on 21 February 2022 be approved.

Moved: MT Seconded: RW Carried

### **Matters arising from previous meeting**

1. None

### **Correspondence**

1. Several emails on National Intercentre. Late withdrawal of Far North. Bowls NZ are happy with the way the Regional tournament went. Congratulations to the womens team who won and well done to the mens team which didn't quite get over the line. BNH board looking forward to the women being in the final later this year
2. Several emails on National Interclub. The board all agreed to offer to host the Regional tournament on 9<sup>th</sup> April. This will be held at Browns Bay. Far North men have confirmed they will not be attending. Same format as the Regional Intercentre
3. Email from Gary Stevens re Rep expenses. To be discussed under General Business

Move that the incoming correspondence be accepted

Moved: TC Seconded: GP Carried

### **Secretary Report**

As tabled below.

### **Chairman's Report**

As tabled below.

Discuss Lesley replacement later in the meeting

Bias fund. No applications outstanding

Bowls Hub Aotearoa. Steve has a meeting next week with Colin Williams and Alex Reed.

Will come back to the board with a feasibility study.

The spreadsheet up on the web for the March 20<sup>th</sup> tournament was done by Colin on this system. Steve will ask Colin if we can have the same for the Regional Interclub fixture and the link will be on the BNH website

### **President's Report**

As tabled below.

### **Masters Bowls Report**

As tabled below.

The sponsorship money arrived in the account on Monday 21<sup>st</sup> March.

Still to have a de-brief meeting. Hopefully to be done before Lesley leaves

MT asked what margin we made on Masters. RT to finalise the accounts before the next board meeting

### **Match Committee Report**

As tabled below.

RW asked which BBBC greens for Interclub, the players would prefer it be greens A and C

NC said it is up to BBBC but they had asked for A and C

SY and or NC will contact Brendon Kelly to ensure that the BBBC greens are up to standard for the Regional Interclub

### **Greens report**

Mairangi and Milford working on one of their greens

TC asked when do we go to Carpet Greens. The CoC will be played on the carpet green. The finals will be at Orewa under the roof.

### **Representatives' Report**

SY and GP to discuss the Rep convenor position moving forward

SY gave a summary of play at Mangawhai. Good preparation for both teams. Nothing more the centre could have done to improve the outcome

### **Coaching and Development Report**

MB rang AKL to get dates for the Campi and Canoe tournaments. Still not available

BNH will go ahead with the Winter coaching on the 4 Saturday mornings in June. Orewa

have agreed to make the undercover available. A flyer has been produced and circulated to all the clubs. Players are already booking their spots in the training. SY commented on how many juniors the clubs are attracting. The coaching is for all players, not just Juniors

MB wants the new coaches who qualified last year to help with the coaching

### **1–5-year Bowlers Report**

As tabled below.

Getting good positive feedback from the 1-5 players. Congratulate MB on the Winter coaching he is putting together for June

GP mentioned the big gap between the 1-5 reps and the open reps. This needs to be addressed

GP also thought there needs to be more synergy between the Men and Womens coaching programme

### **Finance Report**

As tabled below.

1. New Board members still to go into a Westpac bank do their Westpac profiles
2. RT having to do the manual payments for the tournaments as the online registration system which is time consuming. Waiting for 1. above

3. Terms and Conditions. RT said that Mike Hargreaves not happy to put up existing T & Cs. BNH has an honorary Solicitor who could possibly help with this.
4. BNH Needs to write a letter to Westpac of who has control of the financials of the Centre. RW will do the letter but once again dependant on 1 above
5. Apply for funding for wages has to be for the new Secretary. The current application has to be withdrawn from the previous minutes
6. Authorise payment for creditors will be discussed under General Business

Motion to accept the financials as being true and correct

Moved: NC Seconded: MT Carried

## **General Business**

1. SY said he would be taking over the Secretary role for the time being once LL leaves on 29 March. They have met once for 2 hours on Thursday 19 March and will hand over laptop and phone on Tuesday 29 March
2. Administration pay review. Ongoing, RW and GP still to get together. SY will also be involved. RT said it has been on the agenda for 3 months
3. Board Positions. No opportunity to discuss yet. SY will have completed by the next Board meeting
4. Orewa SGM on same day as a Centre event. SY had an in-depth conversation with David Batchelor, Chairman of Orewa. Orewa's official response to hold the SGM on a different day/time is NO. Orewa players do have the facility to put in a proxy vote
5. Expenses for Reps. Gary Stevens (GS) applied for funds for his team to stay over in Mangawhai. This was rejected by the Board. Lunch expenses which had been paid for by Graham Dorreen were approved. RT asked for a GST invoice for the lunches. RW will ask Mangawhai for a GST invoice. SY said he had agreed with GS to pay for 4 Vehicles expenses to Mangawhai at \$50 per car to a total of \$200 per team (men and women) SY proposed the board decline all the expenses sent for the Intercentre fixture on 20<sup>th</sup> March apart from the payment of the lunches of \$230 to Graham Dorreen and an amount of \$400 for each team to be split for transport

Moved: SY Seconded: TC Carried

SY will communicate the outcome to Gary Stevens.

6. Marketing collateral. TC has provided some information on banners for BNH. MT asked who is going to take them to each event, the event directors? MT asked about getting other quotes. AD suggested having banners for each Event director to keep with them. Motion to go ahead and purchase 4-6 banners. TC has offered to design them. That we have available as soon as possible

Moved: SY Seconded: RW Carried

7. RW said that was great that Graham Skellern has been named as a Bowls NZ Parajack to attend the Commonwealth Games this year. She asked for a letter of congratulations from the Board to be sent to Graham. Selina Goddard and Tony Grantham are also possible selections for the Black Jack teams and should receive a letter if selected.
8. Bowls3Five. Birkenhead have confirmed they will be going to NaeNae. Bowls NZ have communicated what costs they will cover
9. GP mentioned the article he saw in the Channel magazine
10. Change in COVID. Bowls NZ will send out communication on changes which will be passed on to all the clubs

The meeting closed at 6.38pm

Next Board Meeting – Wednesday 27 April 2022

**Secretary report for 23 March 2022**

1. Publish minutes for February Board meeting.
2. Manage emails and website
3. Match committee meeting
4. COP and Draws for Bowls3Five, Cadness Cup, Mens Interclub 7, Womens Singles and Mens Dick Bree Triples
5. Bowls3Five assisting Chub with results. Mens Interclub 7s results
6. Manage the Rep Quad fixture and the Intercentre in Mangawhai on 20<sup>th</sup> March

## **Chairman's Report for Board meeting Wednesday 23<sup>rd</sup> March 2022**

### **1. Lesley Langer Resignation**

On 25<sup>th</sup> February 2022 I received a letter of resignation from Lesley due to personal reasons. I responded to Lesley via email on 1<sup>st</sup> March accepting her resignation with Lesley's last day with BNH being Tuesday 29<sup>th</sup> March 2022. I have since met with Lesley to obtain an accurate understanding of the day-to-day activity of the Secretary and Events Manager role and will provide report to the Board in due course. I am meeting with Lesley on Tuesday 29<sup>th</sup> March for an official handover.

### **2. Bowls NZ Intercentre Event**

Due to the increased cases of Omicron, Bowls NZ consulted with all Centres and subsequently decided to change the National Event into a Regional Event (Zones 1-6) held at Mangawhai Bowling Club with the winner of each Zone progressing to a National Final in October 2022 (Venue TBC). The result of this change was that our 2 Emerging Players Teams would not participate in the Regional Event. I received a proposal from Gary Stevens for approval of Accommodation, Meals and Transportation costs for the Men's Premier team to stay in Mangawhai the night before the event to prepare accordingly. I sent an email to the Board requesting their opinion and the final decision was to decline this proposal and Gary was subsequently sent a response advising of the Board's decision.

### **3. BIAS Fund**

Gary Stevens withdrew his application to the BIAS Fund and there are no current applications for review.

### **4. National Interclub 7's Tournament**

We have found our BNH Champions for this event with Takapuna winning the Ladies Tournament and Birkenhead winning the Men's Event. I have confirmed with both clubs that they will participate in a Regional Finals Series (Zone 1) to be played on the weekend of 9/10<sup>th</sup> April at a venue to be confirmed. Following consultation with the Board I have advised Bowls NZ and David Ball of our interest to host this Tournament and I am awaiting a decision on this.

### **5. Bowls Hub Aotearoa**

I am meeting with Bowls NZ next week to evaluate this program and whether it is fit for purpose for BNH and will report back to the Board accordingly.

### **6. Rapid Antigen Test Kits**

I purchased 6 boxes of RAT kits for the Intercentre Team's to conduct prior to Regional Tournament at Mangawhai on 20<sup>th</sup> March and distributed to the Management Teams. Bowls NZ will reimburse BNH for the cost of these kits.

Regards  
Steven Yates  
Board Chairman

## **President's Report for Board Meeting 23<sup>rd</sup> March 2022.**

Attended Brown's Bay for finals of Bowls 3/5 on 6<sup>th</sup> March. Excellent bowling with an unexpected result in the eyes of many spectators.

Event directed at Hobsonville Men's Cadness Cup on 11<sup>th</sup>, Men's Interclub 7's at Brown's Bay on 12<sup>th</sup> and also at Rep. Quadrangular Event at Brown's Bay on 13<sup>th</sup> March.

Wrote score cards for each of the Events.

Attended a couple of Match Committee Meetings to cover the above Competitions, plus the Women's Singles and Dick Bree Triples.

Had intended travelling to Mangawhai on Sunday 20<sup>th</sup> but due to the weather forecast not being so good, decided not to make the journey. I did take the RAT test on Friday just in case and it was negative.

Thank you for pushing back the Board Meeting until 5pm. I am doing charts for 2 days at Orewa Women's Classic.

### **Masters Report**

Emails of thanks were sent to all Clubs and individuals who contributed to the success of the Masters. The dates of 13<sup>th</sup> – 17<sup>th</sup> March 2023 have been accepted by Mark Cameron as the possible dates for the competition to be run next year.

I have had lots of text messages and some emails between Steph Cawte of Ryman and myself but unfortunately have not been able to arrange a debrief meeting with Steph at this time. She has been deployed to help in running a village due to staff shortages. There has (at the moment of writing this) no payment been made of the Sponsorship amount of \$10,000. Apparently BNH were not on the books of Ryman. Ryman sent us a form which Raewyn has filled in and returned over two weeks ago and I contacted Steph yet again on 17<sup>th</sup> March as we still had not received payment. Steph replied that "she would look into the matter". I mentioned the debrief on my last email yet again, but although she replied, she did not mention it.

### **Match Committee Report**

Hi Team.

### **MC Report.**

Birkenhead BC are having a great run at the moment.

They won the 3/5 event with long time member of Birkenhead Sandie Gleghorn with team mates Rob Henson and Maxe Janssen.

Runner up was the well performed Gary Banks along with Laurie Kean and Irene Costello from the Takapuna club.

Birkenhead carried on their winning ways by taking out the Interclub 7's.

Well done to Peter Nathan, Evan Thomas, Daymon Pierson, Nigel Drew, Jack Huriwai, Marty Short and Mark Rumble.

Cadness Cup is still ongoing, should be finished end of the week.

### **Greens report.**

Some grass greens are starting to close down for the long awaited repair work.

There were complaints about slow greens and greens not up to standard. This was mainly due to greenkeepers not allowed to get onto their greens at the beginning of the season. Next year hopefully this will not be a problem.

Regards.

Neil Connell.

### **Representatives Report to the Board**

#### **Coaching and Development Report**

Coaching winter programme June 2022.

- Venue confirmed as Orewa
- Flyer developed by Lesley and forwarded to clubs
- There has been positive interest from players and clubs
- MB to contact previous coaches that completed the Development Course to assist and gain hours towards qualification.

Regards  
Mike

#### **1 to 5 Year Bowler Report for 23 March 2022.**

Continued as the communication liaison for the Women's 1 to 5 squad sending out emails.

Attended the squad training at Milford on Wednesdays 23<sup>rd</sup> Feb, 2<sup>nd</sup> March & 9th March.

Attended the Quadrangular tournament on Sunday 13<sup>th</sup> March 2022. Men's squad were the winners and Women's squad place fourth out of four.

Positive feedback received from 1 to 5 year bowlers who are happy looking forward to the upcoming 1 to 5 competitions.

### **REPORT TO BOARD FOR MARCH 2022 MEETING**

#### **Accounts:**

Attached to this report is the Profit & Loss (P & L) and Balance Sheet (B/S) as at the 28<sup>th</sup> February 2022.

#### **Grants**

Application to Four Winds for wages has not been lodged due to the resignation of the Secretary. To enable the grant to be submitted names of the people working and their Job Descriptions need to be included.

**Authorisation of payments to Creditors.**

I have been receiving requests for payments which have not been authorised prior to spending. To date this has not been the usual process.

e.g. Payments for drinks for Rep Expenses

- i. 16th Dec Gary Stevens \$77.00
  - ii. 1st Feb Gary Stevens \$95.00
  - iii. 10th Mar Gary Stevens \$84.50
  - iv. 18th Mar Bowl Orewa \$131.10
- Total \$387.60

.

Raewyn Thomas

Treasurer      20<sup>th</sup> March 2022