



## Bowls North Harbour Inc

# MINUTES

**Type of Meeting:** Board  
**Meeting Location:** Orewa in person  
**Meeting Date:** Tuesday 18 July 2023  
**Meeting Time:** 6pm

1. Attending – Neil Connell (President), Mike Beretta (Vice President) Robyne Walker (Chairperson), Trish Croot, Laurie Keen, Garth Partridge (Acting Centre Manager), Tony Popplewell, Raewyn Thomas (Treasurer),
2. Apologies - nil
3. Conflicts of interest - Garth Partridge, Acting Centre Manager,

Also a record of other possible conflicts going forward in relation to positions held at clubs: Robyne Walker - President Takapuna, Tony Popplewell - Treasurer Mairangi Bay, Mike Beretta - VP Warkworth, Laurie Kean - Bowls Orewa Board Member, Trish Croot – BNH Umpires

4. Chairperson - Robyne was voted in as Chairperson 2023/24.
5. Approval of the last minutes dated June 2023 – Proposed NC, Seconded RW, Approved
6. Matters arising from the last board meeting and AGM:
  - AGM minutes to be circulated by TC and then emailed to RT to finalise the return due by 30 July 2023.
  - AGM Financials have been uploaded onto Incorporated Society page. Garth to amend the Constitution as per the approved Motions at the AGM.
  - Admin Working Group - Garth's concerns need to be circulated to whole group. Garth to follow up and speak to Martin / Mark @BNZ.
7. Correspondence - Inward / Outward
  - Email from Hanaan - re player points
  - Email to clubs NZ Masters - copy attached in email
  - Gold Star / Centre titles request from Browns Bay - men's information from Colin Rogan
  - Response to and from Wynne Gray for the Awards
  - Belmont Park – copy of the minutes of the AGM
  - Auckland Coach development contact – [active.org.nz](http://active.org.nz)
  - Warkworth Bowls – copy of financial statements
  - BNZ - Dual membership information
  - BNZ - FAQ Incorporated Society Act and what it means to clubs
8. Centre Managers Report - as read below.
9. Chairman's Report - as read below.

10. President's Report - as read below.  
Canoe and Campi are the Auckland Bowls Coaches Association. Graeme Scott is unwell. Neil sent an email for congratulations to Helensville Club on Mercedes Cup.
11. Finance Report - Grants as per schedule. Tony to handle Financial Portfolio for 23/24. Grant received for \$6K wages. Heartland Bank discussion - maybe looking at Westpac for future. Tony proposed that we move funds back to Westpac as they come available. Robyne seconded. Approved.
12. Match Committee and Greens Report - as read below.  
BowlsHub - discussion with entry fees and entries. TP & GP to work through this so that entries are taken on BowlsHub therefore completing the process from entry through to setting up section and post-section play. RW has offered to help at Clubs for players to obtain their BowlsHub player number.  
Tony Rickerby & Neil Connell to do a BNH greens assessment Sept. Potential for grass greens for Masters depending on weather.
13. Representatives' (Open Men & Women and 1-5 Years) Report - Open and Development Men's Convenor – Grant Goodwin, Peter Signal - Manager, Scouts – John Hindmarch, Ian Hardy, Steve Cox. Grant has emailed out to clubs for players. Robyne has also added this to facebook. Trials in first two weekends August. Open Women's Coach hasn't been filled. Grant is happy for the women and men to train together. Brett O'Riley will help at Intercentre in Wellington. Lionel Drew will be a scout. Mike Beretta has agreed to help manage. Neil to help. Call out for players for senior team.  
1-5 Team - as read below. There will be training on 22<sup>nd</sup> and 29<sup>th</sup> July. In August the squad will be named. Waikato competition has been scrubbed so now there are 3 rep fixtures. Ian Mackenzie is away.
14. Coaching and Development  
The details for the Canoe and Campi are as follows:  
Contact ABCA - Leon Chapman  
They are welcoming bowlers from Waikato and BNH to participate this season.  
1-5 year bowlers only. A handicap system where 1 point per playing year per bowler. Total team points 13.  
Dates: 12/13 August.  
Campi - Women triples to be played at Epsom Bowling Club in Round Robin Tournament.  
Canoe Cup - Men 4's at Bridge Park. Saturday qualifying rounds. 8 teams go through to play for the Cup on Sunday, the rest play for the Plate.  
Cost is \$10/player/day. Expecting that players will play both days.  
COP and further details to follow.  
Request to have coaches/ support one per two teams, at least one per venue.  
Unfortunately, MB will be overseas at this time so Laurie to take over.
15. Marketing and Sponsorship Report - as read, Dynasty.  
- We should consider a Bowls3Five tournament for the construction industry. Follows the format of Corporate events. TC to write a proposal and circulate.
16. Governance Report - Review the BNH Strategic Plan. RW has suggested a small group of the Board and then circulate. Fay has offered to help.
17. Admin Working Group Report - as per previous under Matters Arising.
18. General Business
  - NZ Masters - Match Committee involved. No Consolation Pairs. Greens; grass or carpet. Sponsors Name - Senior Trust. Numbers to date: 110 teams. Closing 11<sup>th</sup> August. **Extend the tournament closing date - 8<sup>th</sup> September.** Trish to start finalising the book.
  - AGM and Awards - as per report supplied. Learnings: Variety of food.

- Umpires Association - a few amendments to original proposal. They can be a sub-committee of BNH. Acknowledged. Umpires have to submit a report to us monthly. SOP to be circulated. Robyne to obtain guidance from BNZ about their responsibilities and our responsibilities, do they have separate bank accounts?
- Dual Membership - Match Committee ruling on Dual Membership. Email from Steve Hoeft to Garth Partridge. Email from BNZ. Discussions ongoing. Resolution on this will be by email after Board Members have had a chance to read all the material. TP will give his feedback shortly.
- Duties of Board Members – Tony - Finance and Match Committee, Laurie - Coaching & Development, Masters Committee, Trish - Marketing / Sponsorship, Masters Committee and Umpire Liaison, Garth - 1-5 Reps, Neil - Greens, Mike - Coaching & Development, Robyne – Overall Reps, Open Reps, Marketing & Sponsorship, Masters Committee and Governance.
- Board Members vacation: Tony away from 19/07 - 20/09, Mike away from 11/8 - 15/09, Robyne 24/08 - 5/09, Trish 3/08 - 12/08
- Cluster meeting date: Tentative date: Tuesday 26th Sept at Sunnybrae Bowling Club. Garth to check availability. 5-6pm start. This will also include an update from Fay freeman on the Indoor Stadium Needs Assessment Proposal.
- Website template discussion from BNZ.
- Monthly Calendar - Garth to check with Apex or BNH Handbook Printers to get sponsorship for the A3 calendar.
- Delegate for BNZ - Robyne
- Centre Managers - meeting - NZ Masters.
- Name Badges - Garth to sort for Laurie
- Handbook - Garth - removing club events.
- Executive Fours - Hobsonville. Opening Day. 3 Sept.

#### **Board Meeting Dates Tentative for the Year:**

23 August - Zoom

13 September - Zoom & in person

11 October

Meeting closed: 8.30pm

## **REPORTS:**

### **President's Report for July 2023**

**Neil Connell**

Accompanied Helensville 1-5 team to Whangarei, met with Anne Muir President Northland, had a talk on Northland bowls [ talk at meeting].

Phoned Rod Treadaway secretary Te Atatu regarding Harbour juniors not been allowed to play in AK events, apparently the Canoe and Campi are run by the AK Coaches Ass.

Spoke to Graeme Scott President Bowls AK, he would still like for both centre's to have closer ties, again talk at meeting.

### **Chair Report for July 2023**

**Robyne Walker**

Another busy month has just passed and post the AGM I would like to warmly welcome Laurie Keen and Tony Popplewell to our BNH Board for a 2 year term. I have met with both Laurie and Tony to discuss confidentiality, portfolio allocations, the BNH NZ Masters, the BNH Regional Bowls Facilities Plan – Undercover Venue, the BNZ Proposal and other items they wanted to discuss.

Congratulations Neil Connell, BNH President and Michael Beretta, BNH Vice President and returning Board Member Garth Partridge who has returned for a second term. I have also returned for a second term.

### **AGM & Awards**

The AGM was well attended by most clubs with only apologies from Belmont Park and Waimauku. There were some questions from the floor that were responded to with no follow up required. All the motions were approved. After our AGM Martin Mackenzie spoke to the Delegates and other interested members. At the conclusion of the AGM lunch and refreshments were provided.

The Awards Ceremony was also well attended, and most award recipients were present. Thanks to Trish who did all the visuals and helped with the organization of the event including catering, Garth and Maureen for the cups and badges and then Garth and Mike who took the Awards photos. It was a team effort the morning of the Awards with all the Board Members, Pete Sheehan and Joy Connell chipping in to set up.

Post the Awards function we have learnt of negativity around the Special Category Awards for players. These have been hopefully silenced with the publication of the Player Points. Congratulations to all the Award Winners and others that had a great season and were amongst the top contenders. We've had some fabulous results, especially for our female players.

### **Coaching & Development**

At the last Board Meeting I offered to get in touch with Bowls Auckland to see if our winter coaching group could join the Campi and Canoe tournaments held by Auckland Bowls. This has had a favorable response and Bowls Auckland have agreed to include BNH in these tournaments. I have kept Michael Beretta in the loop and he will liaise from this point on.

From Leon @ Bowls Auckland - Mike B: 12 /13 August - Bridge Park, 19<sup>th</sup> Mixed Fours @ Howick - 1-5 players. Garth to email the coaching group for these two tournaments.

### **Bowls Auckland**

Bowls Auckland are changing their structure to include more employees including Club Partner – Operations, Brendan Walton and Club Partner – Engagement, Leah Chan who join Club Partner – Marketing and Events, Roz Murray, Finance Manager Michael Anderson and CEO Dean Bartlett. This brings the total paid staff to 5 which does not include Tournament Convenors (3) and Bowls Development Officers (6).

New Lynn Bowling Club is now being managed by Bowls Auckland.

The BA website is constantly being updated and the Events page in particular is very user friendly with sub tabs for Auckland Centre Events, Club Events, Bowls NZ Events and Social & Business Events - <https://www.bowlsauckland.co.nz/events/auckland-centre-events/>  
I would encourage you to have a look at this.

### **BowlsHub**

There are now several Centres around NZ, including our close neighbours Bowls Auckland and Bowls Northland, that are now taking entries into tournaments by BowlsHub. We are currently managing the section play and post section events on BowlsHub with the entries coming in through our website. In the future we should look at transitioning to manage the entire process through BowlsHub as we first intended or at least have a discussion concerning this.

### **Regional Bowls Facilities – Indoor Centre Study**

Fay Freeman has completed the Needs Assessment for the Indoor Centre Study and we need to engage the clubs again to keep the momentum up for the conversations to continue. It would be good to organise a Centre meeting in early August for Fay to update all the clubs on progress. I would encourage the Board to make a date and venue and advise Fay and the clubs.

We have applied for grant funding towards the Needs Assessment and Feasibility Study which Fay is carrying out. Trillian Trust have recently declined our grant application, so we are now applying to others.

This last week there has also been an email received from AKTIVE inviting clubs to contribute to the Local Board Plans. We have clubs that are spread over a large area that includes Kaipatiki (Beach Haven, Birkenhead, Northcote), Devonport-Takapuna (Takapuna, Milford, Belmont, Sunnynook), Hibiscus & Bays (Orewa, Manly, Browns Bay, Mairangi Bay), Rodney (Omaha, Warkworth, Mahurangi East, Riverhead, Waimauku, Helensville) and Upper Harbour (Hobsonville) Local Boards. I have passed this onto Fay Freeman and we will look at preparing a submission. I will forward our work to you for your approval.

Questions: Is Sunnybrae on board? Is it a BNZ facility? Elevation of building vs flooding.

Costs: \$2300 for Needs Assessment Quote / Grant.

Combine the presentation of Needs Assessment with a Cluster meeting.

### **Administration**

The Centre's administration has been managed well by Garth (predominantly events and email/website updates) and Raewyn (finance and event entry). There is still a matter of the permanent role to consider for the Centre's administration which is a "work in progress" while we consider our options.

## **Honours Boards**

I would like to add an Honours section to our website that includes Legends, Patrons, past Presidents, Gold Star and Bar winners, Lifetime Achievements, National Wins, Special Awards and Centre and Champ of Champ Awards. This is to acknowledge our award winners publicly as we do not have a "home" of BNH with Honours Boards to record our past. An example of this can be seen on the BA website under

<https://www.bowlsauckland.co.nz/about-us/useful-information/>

under the heading Honours Boards.

Trish to check wireframe for website and advise.

## **Representative Reports:**

### **Open Representatives**

#### **Robyne Walker**

Our Open and Development Representative Men's Convenor, Grant Goodwin, has advised his team manager Peter Signal (Riverhead) and selector scouts John Hindmarch (Birkenhead), Ian Hardy (Takapuna) and Steve Cox (Riverhead). Grant has prepared a request for players which has been emailed out to the clubs and posted on Facebook. Our Open and Development Representative Women's Convenor position is still open. Elaine McClintock decided that she would play rather than manage and we have been unable to attract another Convenor. Brett O'Riley (Takapuna) has offered to be the Manager of the Women's team when they go to the Intercentre in Wellington 2024. Also, Penny Wakelin (Mahurangi East) is available for the Women's Prem Development. More work to be done here.

Trish: We have approached a number of people for the position; Deb Presland, Lionel Drew are both unavailable with sick family. Lionel has agreed to be a scout for the women. A discussion has been had with Brett OR - there is a discussion on a team of managers travelling with both the senior rep teams which would allow the senior women to have sideline assistance with the selections being done by the men.

### **1 to 5 Year Report for July 2023**

#### **Report by Garth Partridge**

The 1-5 Rep program has been reduced for the 2023 – 2024 season. There are to be 3 events with the head to head against Waikato removed from the events as it is too early in the season to add value to the season program.

Trish O'Mally and Judy McSweeney have been appointed as joint convenors for the Women's 1-5 representative team and Ian McKenzie has indicated that he will continue to manage the men's team. There are to be two selection and training sessions at Sunnybrae (22 nd and 29 th July). It is expected that the 9 person playing squads will be announced early in August for the first Quad on 30 September 2023.

The winter 1 – 8 tournaments are underway with the Sorrill Cup played on Sunday 9 th July. The winning team was Orewa with 4 wins and with just two points separating them from the second place team from Manly. These teams had equals wins, equal ends, equal differential and so the point for was the deciding factor. There were many new faces taking place. The field filled quickly and there were a number of reserve team waiting to take the place of any drop outs (of which there were none. Like many tournaments run at this time of year, the conditions were challenging: windy, cold and a few showers.

GP attended to scout for prospects for the women's 1-5 rep squad.

The Stanaway at Manly is 6 th August and the Latimer is back at Browns Bay the following Sunday. There are full fields for both of these events.

There are many club 1-5 teams entering competitions at clubs across Auckland, which shows the interest and enthusiasm for bowls is at a high level.

### **Acting Centre Managers Report - July 2023**

**Garth Partridge**

While the Acting Centre Manager has a focus on ensuring events are running smoothly, there has also been several administration tasks that have been completed.

#### **Events:**

##### **Winter Cup July 2023**

The match committee meeting after the entry close of date determined that with 18 teams entered in the Women's competition and 27 in the Men's, the competition formats would need to be different for each gender and so two Conditions of Play were introduced. Late team withdrawals in the Women's event reduced the field to two sections of 5 teams and one section of six teams. The Men's event was run as one section of 13 teams and one of 14 teams. The event was created in Bowls Hub so that results were available. Garth Partridge was the event Director at Manly and Browns Bay for the Women's events and Chub Roberts was the Event Director for the Men.

The match committee has finalised the format for all BNH events for the 2023 2024 season and these have been updated in the DRAFT of the 2023-2024 Centre Handbook.

The DRAFT has also been updated for most of the information, including the Presidents report (thank you Neil), the umpires, the club details (with updates gained from most clubs post their AGMs). The MC Convenor and the ACM have met to plan the events for the next few months through to the end of September.

There is a challenge to find greens for events as many clubs have had storm damage and have their greens under repair or their club house undergoing maintenance. Clubs undergoing repairs include Hobsonville, Northcote, Browns Bay, Mairangi Bay, Manly. There was a request to reserve the undercover facility for the finals of the Masters, however Orewa has declined this request as the clubrooms are being used for a regular fund-raising bingo afternoon and as they anticipate that the carpark will be a work site, with work being undertaken on the support structure for the new roof.

**BNH NZ Masters** has been promoted to past entrants and to all NZ clubs.

Meeting with Richard from Takapuna to show how we are using BowlsHub Aotearoa as Takapuna are looking to utilise more of the features.

Liaison with the BNH Umpires.

#### **Administration:**

The ACM assisted in preparation for the AGM and the Awards event, completing the Delegate packs, preparing the booklet for the AGM and assisting with the facility setup at Browns Bay. The ACM delivered the cups to the engraver and to then Browns Bay along with the badges. The cups are now stored at the BNH office and there is a location map so that the cups and trophies can be more easily located when they are required throughout the season.

Day to day incoming emails and phone calls all handled and responses made. Rapport with Bowls Orewa is positive and they have indicated that they would extend the office lease beyond Feb 2024 if requested. By the board.

### **BNH NZ Masters Report - July 2023**

**Playing 2-6 October 2023**

**Trish Croot and Robyne Walker**

The event is progressing well with 110 team entries received to date. Closing date is 11 August but it is usual to accept some entries after this.

Advertising material has been designed by Trish and uploaded to the website and Facebook. This material looks great and we are getting good hit rates on Facebook.

Bowls NZ have been booked for livestreaming and have added the event to their Summer of Bowls Calendar. Robyne has asked Alex Reed to commentate and is waiting for his response.

The website has been updated by Garth to include entry, prizes, event categories etc. Garth has also emailed the event out to Centres, Clubs and Past Players. This past week he has emailed our BNH Clubs asking for their participation and availability of greens on nominated days.

In the coming weeks the event booklet will be finalised. The Match Committee will be consulted and asked for their assistance.

### **Sponsors Report - July 2023**

**Trish Croot and Robyne Walker**

Nothing to add at this point.

Reminder to include sponsors adverts in Centre Book.

Naming rights for all events. Trish to discuss with Woody / The Grove

### **Clothing - Dynasty**

A final meeting on the design was held Monday 17/7. We will finalise these for the Rep team. Also the final confirmation of what will be offered to the Centre as casual clothing.

### **MATCH COMMITTEE (MC) REPORT TO THE BOARD – 08 – July 2023**

**Tony Popplewell**

#### **Winter Cup**

We eventually got the draw and COP distributed for the Winter Cup. This was not without some difficulty in firstly finding additional teams to take up uneven number of entries and then after having the draw completed, with teams then withdrawing. In another case a club entered two teams on one entry form which was not found until after the additional teams were included and so we ended up with an additional team in the men's draw. Then that was followed by clubs/greens which became unavailable for various reasons mainly from renovations to club houses and greens. So it was a challenge. But we got there in the end with 17 teams in the women and 27 teams in the men's section. A further withdrawal of a women's team has reduced that to 16.



**GREEN ALLOCATIONS** – At a recent meeting the MC nominated greens for the first part of the season with all these events on carpet greens. No action was taken for the Executive Fours or the BNH NZ Masters events as it was understood that decisions on these events will be made by the Board and the Masters organising committee. The advice has now been distributed to clubs with the request for their confirmation of the provisional allocation pending closing of entries. Responses are now being received from the clubs and it is evident that there will be additional pressures in finding greens to satisfy the ongoing events programme.

**IVAN KOSTANICH SINGLES** – With this event being open for entries from all bowling club members in New Zealand, the MC has asked the acting Centre Manager to be proactive in having the event organised, especially to the nearby Centres.

**MATCH COMMITTEE MEMBERSHIP** – At our last meeting we discussed the committee members and the possibility of adding one further member to it. This is not an urgent matter but a step towards bolstering the committee for ongoing activity. An approach has been made to a member and this will continue to be followed up in due course.

**BOWLSHUB** – The MC remain interested in the progress of implementing BowlsHub in the Centre and the education of club members that needs to be followed up.

**CHROME BOOKS** – The generic personalising of the Chrome Books is still a project in progress. In the meantime the chrome book from Tony Popplewell has been returned to the Centre office for attention.

## **Treasurers Report**

**Raewyn Thomas**

### **ACCOUNTS:**

Attached to this report is the Profit & Loss (P & L) and Balance Sheet (B/S) as at the 30<sup>th</sup> June 2023.

### **End of Year Accounts:**

The End of Year Accounts have been filed with the Companies office. Constitution changes still to be filed.

### **Grants:**

We have received a grant of \$6,000 towards Centre Manager and Treasurer wages from The Lion Foundation.