



## Bowls North Harbour Inc

# MINUTES

**Type of Meeting:** Meeting of the Board  
**Meeting Location:** via ZOOM  
**Meeting Date:** Monday 14 July 2025  
**Meeting Time:** 6:30 pm

**Present:** Neil Connell (NC), Tony Popplewell (TP), Sue Rossiter (SR), Mark Batley (MB), Hanaan Shahwan (HS), Greg Yelavich (GY), Raewyn Thomas (RT), Garth Partridge (GP)

**Apologies:** Jan Harrison (JH)

### **Meeting:**

TP opened the meeting at 6:30 pm

TP welcome to all board members

### **Approval of minutes from previous meeting:**

Proposed that the minutes from the previous meeting on 9 June 2025 be approved

Moved:	NC	Seconded:	SR
carried			

### **Matters arising from previous minutes:**

Others: Included in General Business

### **Incoming Correspondence:**

1. Letter of thanks from Bowls Orewa for the contribution from the BIAS fund to assist with travel and accommodation costs for the Champ of Champ Fours in Dunedin
2. Margaret Eames asking for clarification re BNH Dual Membership regulations
3. Bowls Warkworth Financial reports
4. BNZ notice of agreement with Henselite Bowls and AERO bowls re provision of community bowls
5. Harbour Sport Game Plan – circulated.
6. Note of thanks from Chico Sclanders (Riverhead) re being awarded the BNH Volunteer of the Year

### **Outwards Correspondence:**

1. Request to BNZ to live stream BNH Masters finals day on Friday 3 October 2025

GP followed up with Alex Reed and it is scheduled with BNZ
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2. Note of appointment of John Walker as the BNH Representative Team Director
3. Summary of 2024 2025 Season Financials, with Orewa Tax audit report, sent to all clubs
4. BNH Performance reports were lodged with the NZ Incorporated Societies Office.



## Finance Report:

Raewyn Thomas

P&L and Balance Sheet reports attached.

There being no queries regarding the financials they were accepted as presented.

It was proposed that BNH apply for a funding grant with Four Winds to cover staff wages.

Moved HS Seconded SR

Carried

## Presidents Report:

Neil Connell

Winter bowls has started unfortunately the weather was not so good on Friday, I got a few complaints from bowlers why did the centre not cancel the days play.

Nothing else to report.

Report received as presented

## Centre Manager Report:

Garth Partridge

### 1. General Operations

- Continued day-to-day operations including responding to club enquiries, updating competition results, and maintaining communication channels.
- Supported the preparations and successful delivery of the **2025 AGM and Awards Presentation** held on **22 June** at **Takapuna Bowling Club**. Special thanks to Robyne Walker and the volunteers for their coordination and flexibility, particularly around catering logistics. A great effort by the board to ensure the AGM and the Awards function ran smoothly.

### 2. Competitions and Events

- Collated entries for the upcoming **Winter Coaching Series** being held on Saturday mornings in July
- Work has begun on liaising with clubs regarding availability and event hosting for the **2025–2026 Centre Programme**.
- Winter coaching – registered players 5<sup>th</sup> & 12<sup>th</sup> July
- Sold 7 of the 8 sets of Henselite Bowls. 1 set size 4 available at \$400
- Observed 1-8 Year Lattimer Cup at Browns Bay 15 July 2025 and made announcement regarding applications for rep teams – close date 22 July 2025. Lattimer won by Harris / McQuoid team from Bowls Orewa.
- Collated registrations for the Foundation Coach courses on 15, 22 & 29 July 2025 at Bowls Orewa – 16 participants.

### 3. Representative Programme

- Issued the **Expression of Interest (EOI)** for **Coach/Selector roles** for the 2025–2026 representative season. Applications are being received and collated for review by the Representative Team Director.

### 4. Communication & Systems



- Coordinated ongoing updates through the **BowlsHub** platform and maintained Centre website and Facebook content.
- Supported club users with troubleshooting and entry guidance for BowlsHub event registration.
- Began testing and early familiarisation with **Bowls+**, the new BNZ communications platform, including integration planning with Centre messaging.

### **Summary:**

The past four weeks have been a period of consolidation, event wrap-up, and forward planning. The Centre is well-positioned for the transition into the 2025–2026 season, with key personnel processes underway and communications systems being enhanced. Continued engagement with clubs and volunteers remains a priority as we build towards the season launch.

The Centre Manager's report was taken as read with no questions arising from it.

### **Representative Report:**

**John Walker**

**Representative Team Director**

The past month has been spent communicating with both Players and Possible Representative Selectors plus attending the first coaching session held at Orewa.

The response to our expression of interest applications for the Selectors role has been disappointing hence a lot of my time has been spent talking to persons who I feel could add value to the Selection team and sharing with them my vision for the coming season.

One of my main concerns is what appears to be a lack of a Budget for Representative teams. It is most important that a Budget is available for the team selectors. They need to know budgeted expenditure to ensure no expenditure is incurred that has not been included in the annual budget. We do not envisage large amounts being spent but would appreciate guidelines being provided for us to work within. Expenditure outside of this budget would quite clearly be presented to the Board for their approval.

Coaching. The clinic at Orewa was a pleasant surprise and well done to those responsible. Whilst my main concern at this time is to get the Selectors and their teams appointed the Coaching provides an important pathway for those that may aspire to represent BNH.

The Representative Team Directors (RTD) report was taken as read.

It was suggested that the representative team coaches should be registered coaches, and they should gain certification.

The RTD proposes to hold a representative launch event with a guest speaker, prior to the start of the representative fixture. The format and a draft budget are to be prepared and submitted.

### **Match Committee Report:**

**COMPOSITION OF COMMITTEE:** The MC has over recent months worked with a minimal number on the committee and as we were following the previous season events which were heavily scrutinised by the then MC, there was minimal involvement required. As we now commence a new season and with a new board member in Mark Batley on board with some previous club experience, we have invited him onto the MC. The MC will now consist of Tony Popplewell (Convenor), Mark Batley, Hanaan Shahwan, Neil Connell and Garth Partridge. A further member may be invited during the next season to continue the progress of transition.



RECENT EVENTS: The Winter Cup has completed the first day play and moves to the second and final days on the next Fridays.

FUTURE EVENTS: The MC has met and considered the allocation of greens for the events up till December. This has been based on similar size entries that we had last season. The CM is now progressing this with clubs to seek confirmed venues.

We have also made temporary allocation of Event Directors to the events and again this will firm up after entries have closed and we know the greens being used.

Mark Batley has also expressed interest in this side of the events and will be introduced to it over the coming events.

With uncertainty of entries for the pennants series we have not tried to source venues at this stage. As it is being run on Fridays, and clubs entering are asked to make their greens available, we do not see a problem here. There are some positive vibes with the suggested format so will be interesting when the entries are called.

DUAL MEMBERSHIP: This subject has raised its head during the recent Champ of Champ events. A previous MC had established a policy at variance with the BNZ conditions of play for CoC events and this was included as Regulation 6 in the BNH Centre Regulations. The current thinking of the MC is that we should revert to follow the BNZ conditions of play for CoC events and recommend to the Board that this Regulation 6 be changed to incorporate the wording issued by Bowls NZ. This wording is as follows:

Club Championship events leading to Centre Champion of Champion Events and beyond (Singles, Pairs, Triples, Fours, and Mixed Pairs)

If a player and/or player in a team wins a club championship competition that qualifies them for a centre champion of champions event, which goes on to a national champion of champions event, they are ineligible to enter another club's competition in that discipline.

1. A player and/or player in a team can only win one club championship or centre champion of champions event per discipline in a single season. *For clarity, if a player wins any club championship, in any discipline, then they may NOT enter that same discipline at any other club, in any Centre, in the same season.*
2. A player and/or player in a team can only play in one active club championship discipline at any one time. *For clarity, the player may enter another club's (if they are a full playing member) championship in the same discipline ONLY after the first club's championship in the same discipline has concluded and/or they are knocked out of that club's event.*

Interclub Sevens event leading to the National Interclub Sevens Championship

If a player is part of a club's interclub sevens team, that player is not eligible to represent another club in another centre's interclub sevens competition, that advances to the National Interclub Sevens Finals, or be selected to represent another club in the National Interclub Sevens Finals. For clarity, players cannot be selected in two clubs across multiple centres in an interclub sevens pathway event. This rule only applies to an interclub event that progresses to the National Interclub Sevens Finals.



Tony Popplewell  
For Match Committee

The Match Committee report was accepted as presented.

It was proposed that Bowls North Harbour adopt the Bowls New Zealand regulation regarding dual membership.

proposed TP      Seconded NC  
Carried.

GP to update the Bowls North Harbour website with the updated Dual Membership wording as adopted by Bowls New Zealand. This is to be effective from September 2025.

### **Sponsorship Report:**

Metlifecare have confirmed the sponsorship of the 2025 Metlifecare NZ Masters.

The sponsorship agreement has been signed and as instructed by Metlifecare, they have been invoiced. The Grove Orewa sponsorship agreement has expired.

Metlifecare have been invoiced for the sponsorship of the 2025 Metlifecare NZ Masters. The Grove Orewa is to be approached re further sponsorship

### **Coaching & Development Report:**

Greg Yelavich

#### **Winter coaching**

Going forward could we consider a name change, more inline to what we offer

BNH Skills Coaching - module #1; 1 to 5 year bowlers June/July

Two Saturday sessions completed, 37 on 5 July and 45 on 12 July. There has been great positive feedback on the skills provided by the coaching team. The format seems to align to bowlers expectations

The skills that this diverse group of bowlers have shown gives a hint that there is a deficiency of the basics skills being taught - how to hold a bowl, foot location on mat

Our plans of providing coaches courses should assist with improving our club coaches' skills and the number of club coaches for BNH clubs

With the popularity of bowlers wanting coaching would it be timely to consider another course, possibly summer evening sessions

#### **Foundation Course**

Thanks to Bowls Auckland and BNZ willingness to adapt their regular one day Foundation course to three evening session courses we have 16 bowlers attending the next three Tuesday's evening sessions at Bowls Orewa

Will discuss another Foundation course then move towards discussions on the Development Course

The Coaching & Development Report was accepted as presented.

With the popularity of the Winter Coaching sessions it is to be considered if there could be a second session each season.

### **General Business:**



1. Review the make up of the following standing sub-committees

a. BIAS Fund Trustees

The BIAS fund trustees are to be:

Tony Popplewell, Greg Yelavich, Graham Dorreen, Garth Partridge and Raewyn Thomas

b. Legends selection committee

The make up of the Legends selection committee is yet to be determined.

It is proposed to include Neil Connell, a senior male player and a senior female player. Wayne Wrack and Maureen Taylor have been retired from the Legends selection committee.

NC, TP and GP are to consider who to appoint and report to the next board meeting.

c. BNH Match Committee

The BNH Match committee includes TP, HS, NC, MB & GP

Moved GY Seconded SR

carried

d. Representative team liaison

John Walker is the Representative Team Director and is to provide a monthly report to the board

2. BNZ Annual General Meeting – Saturday 13<sup>th</sup> September 2025

a. Notice of meeting and constitution documents received

NC to attend

3. Decide on season closing date – AGM & Awards – Sunday 28 June 2026?

The 2025 2026 closing date was confirmed as 28 June 2026

4. Coaching co-ordinator - discussion led by GY

The coaching co-ordinator role was discussed.

GY to present a coaching program and research the current BNH coach database

It was proposed to have quarterly education sessions for the BNH coaches

BNH is currently running Foundation coach training session and is looking to secure dates for the Development Coach course.

5. There was a general discussion on how to have better communications with our clubs, which is currently done through the BNH website, emails and Facebook. BNZ is to develop a "Whatsapp" style communication application that will allow BNH and BNH Clubs to communicate proactively.

**Meeting closed at 8:05 pm**

**Next Meeting Dates:**

11 August, 8 September, 13 October, 10 November, 8 December.



## Profit and loss report

Accrual mode

01 May 2025 - 30 Jun 2025

	Total	
	Actual	Last Year
<b>Income</b>		
General Interest	866	1,901
Sponsorship - Super Sponsors	15,000	5,000
Development & Coaching	(339)	0
<b>Total Income</b>	<b>15,527</b>	<b>6,901</b>
<b>Gross Profit</b>	<b>15,527</b>	<b>6,901</b>
<b>Expense</b>		
Accounting fees	20	20
Annual Meeting & Awards	1,065	1,741
Bank charges	12	57
Board Honorarium	1,043	1,475
General expenses	0	19
Internet	312	0
Printing & stationery	305	462
Rent	500	435
Rep team expenses	0	896
Sundry expenses	111	0
Telephone	222	211
Admin Wages	2,808	2,542
Admin Contractors	7,560	6,715
Website	60	60
<b>Total Expense</b>	<b>14,018</b>	<b>14,633</b>
<b>Operating Profit</b>	<b>1,509</b>	<b>(7,732)</b>
<b>Other Income</b>		
1-5 year Interclub	261	0
1-5 year Women Singles	(7)	0
1-5 year Men COC Singles	217	43
1-5 year Women COC Singles	130	22
1-5 year Any Combination Pairs	(85)	0
Women COC Singles	(16)	0
Women COC Pairs	217	174
Women COC Triples	457	391
Women COC Fours	609	609
Women Winter Cup	609	348
Men COC Singles	(16)	(22)
Men COC Pairs	261	304
Men COC Triples	587	457
Men COC Fours	522	783
Mixed COC 2-4-2 Pairs	435	174



	Total	
	Actual	Last Year
Men Winter Cup	870	435
Mixed 2-4-2 Pairs	0	(43)
Open 2-4-2 Pairs	1,913	1,652
Masters Entries	0	243
Umpires Income	400	0
<b>Total Other Income</b>	<b>7,363</b>	<b>5,570</b>
<b>Other Expense</b>		
A Commissions	180	136
1-5 year Interclub	0	1,015
1-5 year Men COC Singles	533	160
1-5 year Women COC Singles	402	107
Women COC Singles	0	252
Women COC Pairs	489	380
Women COC Triples	554	214
Women COC Fours	663	598
Men COC Singles	0	235
Men COC Pairs	489	380
Men COC Triples	598	214
Men COC Fours	663	598
Mixed COC 2-4-2 Pairs	43	505
Mixed 2-4-2 Pairs	370	0
Open 2-4-2- Pairs	1,970	1,934
Umpires Expenses	1,380	0
<b>Total Other Expense</b>	<b>8,333</b>	<b>6,729</b>
<b>Net Profit</b>	<b>539</b>	<b>(8,892)</b>



## Balance sheet report

Accrual mode

30 Jun 2025

Asset	Total	
	Actual	Last Year
<b>1-0001 Banking</b>		
1-1110 Westpac - Current account	15,899.15	30,729.89
1-1113 Westpac - Card account	4,000.00	1,000.00
1-1115 Heartland Bank - Call Account	0.00	11,283.72
1-1116 Westpac - Umpires Account	4,603.29	0.00
<b>Total Banking</b>	<b>24,502.44</b>	<b>43,013.61</b>
<b>1-0002 Current Assets</b>		
1-1360 Westpac Term 3.80 Due 21/06/26	20,000.00	20,000.00
1-1361 Westpac Term 6.00 Due 27/10/2025	50,000.00	50,000.00
1-1363 Westpac Term 4.75 Due 19/01/2026	40,000.00	40,000.00
1-1364 Westpac Term 5.10 Due 28/08/25	20,000.00	20,000.00
1-1365 Westpac Term 6.0 Due 19/01/25	0.00	25,000.00
1-1366 Westpac Term 5.1% Due 31/10/25	70,000.00	0.00
1-1371 Heartland Term 4.10 Due 16/09/24	0.00	70,000.00
1-1500 Umpires - Investment	550.00	0.00
1-1600 Accounts Receivable	18,041.30	1,091.30
<b>Total Current Assets</b>	<b>218,591.30</b>	<b>226,091.30</b>
<b>1-0003 Fixed Assets</b>		
1-1800 Office Equipment, Furniture, Bowls	23,080.26	22,036.78
1-1805 Umpire Assets	2,367.00	0.00
1-1806 Umpires Accumulated Depreciation	(50.00)	0.00
1-1810 Office Equip. & Others Accumulated Depreciation	(19,159.87)	(18,342.87)
<b>Total Fixed Assets</b>	<b>6,237.39</b>	<b>3,693.91</b>
<b>Total Asset</b>	<b>249,331.13</b>	<b>272,798.82</b>
<b>Liability</b>		
<b>2-0001 Current Liabilities</b>		
2-1600 Accounts Payable	4,500.00	4,500.00
2-1700 Sponsorship for Bowls3Five	4,808.77	6,547.91
2-1701 Coaches Association Support	4,016.58	4,016.58
2-1702 Sponsorship Dick Bree	4,348.02	0.00
2-1750 Grants Received But Not Spent	0.00	7,000.00
2-1801 GST Payments/Refunds	(0.13)	0.00
2-2000 GST collected	3,476.50	1,620.46
2-2200 GST paid	(3,036.23)	(2,423.07)
<b>Total Current Liabilities</b>	<b>18,113.51</b>	<b>21,261.88</b>
<b>Total Liability</b>	<b>18,113.51</b>	<b>21,261.88</b>
<b>Net Assets</b>	<b>231,217.62</b>	<b>251,536.94</b>
<b>Equity</b>		



	Total	
	Actual	Last Year
3-1250 Dick Bree Memorial Reserve	0.00	7,989.00
3-1260 Umpire Assets on Merger	984.00	0.00
3-1600 Retained earnings	229,695.05	252,439.44
3-1800 Current year earnings	538.57	(8,891.50)
<b>Total Equity</b>	<b>231,217.62</b>	<b>251,536.94</b>