



MINUTES

BOARD MEETING

Date: 15th July 2019

Venue: PENGUIN BOWLS CLUB

Time: 7.00 pm

1. MEETING PROCEDURES AND ATTENDANCE

1.1. ATTENDING

Phil Prouse	President
David Jeffrey	Vice-President/Director
Mike McHugo	Director
Alison Munting	Director
Evol Kaine	Director
Charlie Compagne	Director
Tracey Little	CEO

2. APOLOGIES

Gwenda King Vice-President/Director

3. ADOPTION OF MINUTES

Recommendation: That the minutes be accepted as presented:

Moved: Alison Munting Seconded: Dave Jeffrey

Carried: Yes

4. BUSINESS ARISING FROM MINUTES

- By-laws, constitution and COP – discussed by the board. A sub-committee to be formed – involved will be Phil Prouse, Mike McHugo, Dave Jeffrey, Alison Munting, CEO, two ladies match committee members and two men’s match committee members.
- Burnie Sponsorship – another meeting to be held – TBA.
- Match Committee TOR – read. This document to be considered next season 20/21 for Match Committee combined.
- Computer Issues – going.
- MC Calendar of Events and Rosters, promotion and relegation – All correspondence to be forwarded by MC’s to CEO so that BNW Board can ratify before publishing. In accordance to Section 3, 3.11 of the by-laws, MC’s can make recommendations, but must be ratified by the BNW Board. Promotion and relegation for Saturday and Thursday – completed, Rosters for Saturday, Thursday, Wednesday and Vets have been completed (some alterations made). RSL dates – completed. Wednesday Pennant COP to be looked at Thursday. All rosters, etc to be out end of this week.
- Lee Bishop Cup – fixed

5. CORRESPONDENCE:

- Ben Fidler Letter – response sent 2nd July 2019.
- Clearance – Alan Ryman – cleared by the Board.
- Email from BTAS – Try Bowls Day – set for 6th October, clubs to register with BTAS.

- BNW Course Dates – Markers, Measurers, Umpires and Coaches. Members to pay and register with BTAS. Sent out to all clubs.
- Sponsorship Leanne’s Trophies – Leanne has come on-board as a Bronze Sponsor, clubs to be advised. BNW would like to welcome Leanne’s Trophies for her support.
- Wynyard Letter – response to be given.
- South Burnie Letter – response to be given.

Recommendation: THAT the correspondence be received.

Moved: Dave Jeffrey Seconded: Mike McHugo Carried: Yes

6. FINANCE/CEO:

Summary of Financial Position – Read.

- Financial Sub-Committee – No meeting held this month.
- Money in Sport Forum – Phil Prouse, Mike McHugo and Tracey Little attended. Maybe good for clubs. Finance Committee to look at Federal and State Grants in the future.
- Xero – Mike McHugo to attend a meeting for an overview of the system.
- MC Meetings – TBA
- BT Meeting - TBA

Recommendation: THAT the comments/discussion re CEO/ Financial Report is noted.

THAT the Financial statement be received, and the accounts ratified as presented.

Moved: Charlie Compagne Seconded: Dave Jeffrey Carried: Yes

7. OTHER BUSINESS:

- Club Meeting Report – to be sent out to Clubs
- Draft BOM Code of Conduct – Board discussed and agreed.
Moved: Dave Jeffrey, Seconded: Evol Kaine Carried: Yes
- Draft BNW Promotion and Engagement Policy – Board to discuss. Look into Radio and Live Streaming (major events).
Moved: Evol Kaine, Seconded: Charlie Compagne Carried: Yes
- Mike McHugo – Strategic Plan update.
- Mike McHugo – BNW MPIO – Board discussed having a MPIO. Also considered to see if other organisations have one to assist.

- Gwenda King – Junior Uniforms – to be looked at for the future. Board discussed to get idea from Heath Fidler and Max Amos on sizing and then get quotes for cost.
- Change of Pennant Letter – To be considered with more discussion.
- New Facebook Page – Page has been created to go along with the BNW Facebook discussion group. The discussion group is for general bowls information and comments – this is a closed group for members only. The new Facebook Page – Bowls North West Inc is an open community page to promote functions in our clubs to the community, these include social events, counter meals, etc and also to promote our valuable Sponsors.
- Quotes for Brochure, BNW Bowls Rings and Score Cards – quote read. Board agreed to proposal of quotes. Score Cards to be only 25 ends.

8. GENERAL BUSINESS –

- Evol Kaine – MC access to Database, new system coming, Board discussed that MC's can ask for information from the CEO.
- Phil Prouse – Emails to MC's and Umpire Committee as well as Club Secretaries. Also discussed Men's MC Secretary increase in Honorarium payment – decision to not increase honorarium, but MC's can claim expenses for items (ink, etc and travel) through the Expense Claim Form.

10. NEXT MEETING

Confirmation of next Board Meeting Monday 19th August, 7pm at Penguin Bowls Club.

Meeting Closed: 9.30pm