



## **MINUTES**

### **BOARD MEETING**

**Date: Monday 20<sup>th</sup> May 2019**

**Venue: PENGUIN BOWLS CLUB**

**Time: 7.00 pm**

#### **1. MEETING PROCEDURES AND ATTENDANCE**

##### **1.1. ATTENDING**

Phil Prouse     President

Gwenda King   Vice-President/Director

David Jeffrey   Vice-President/Director

Mike McHugo   Director

Val Carey       Director

Alison Munting Director

Evol Kaine Director

Tracey Little CEO

## 2. APOLOGIES

## 3. ADOPTION OF MINUTES

Recommendation: That the minutes be accepted as presented:

Moved: Dave Jeffrey

Seconded: Alison Munting

Carried: Yes

## 4. BUSINESS ARISING FROM MINUTES

- Bob Franklin – SWC Rumour – board discussed the issue and no further action.
- Gwenda King – SWC Ladies Uniforms. Gwenda discussed about the uniforms cost and need for each item. Quotes obtained. Board voted that the quote is within budget.
- AGM date. AGM meeting set for 17<sup>th</sup> June 2019. 7pm South Burnie.
- By-laws, constitution and COP – discussed by the board. A sub-committee to be formed – involved will be Phil Prouse, Mike McHugo, Dave Jeffrey, Val Carey, CEO, two ladies match committee member and two men's match committee member. First Meeting date to be set.
- Gloria Compagne Email – Complaint to be resolved with Latrobe Club.
- Finals at Burnie and Letter of Complaint – Bob Franklin – board discussed by-laws.

## 5. CORRESPONDENCE:

- Ulverstone New Club Stickers – voted and approved by the Board.
- Clearances – Chris Dudman and Max Edgerton – cleared by the Board.
- Email from BTAs – Rebecca back on board set times – Monday, Tuesday and Friday.
- Sponsorship Burnie – 3 board members to meet with Burnie – TBA time and date.

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 – Minutes to be emailed to Board Members – Read
- Budget for 19/20 – Read                      Moved: Evol Kaine                      Seconded: Val Carey                      Carried: Yes
- Audit - Read
- Banking – Dave Jeffrey added
- Thank – you Day Report - Read

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

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

Moved: Evol Kaine                      Seconded: Gwenda King                      Carried: Yes

## 7. OTHER BUSINESS:

- Gwenda King and Mike McHugo – Match Committee – should it be combined? Better communication between all? Should a Board Member be present?
- Computer concerns – CEO – computer to be looked at to set up correctly for future.
- Mike McHugo - BNW Brochure – board voted it was a good idea. To be put forth to clubs to see if they wish to promote at Club Meeting with BNW.
- Mike McHugo – Strategic Plan to be updated for the AGM
- Mike McHugo – Meetings with Clubs – board voted to hold these between June 3<sup>rd</sup> to June 14<sup>th</sup>. 3 reps from Clubs to meet with 3 reps from BNW Board. Agenda to be sent out once dates/times confirmed.
- Mike McHugo – Sponsorship proposal and cover letter. Letter read to Board.
- Positions up for Nomination – BNW Board and Match Committee/SWC Selectors – Standing down Dave Jeffrey, Alison Muting and Val Carey. MC – Pauline Shaw and Shirley Adams. MC – Glen Boxer Stephens and Warren Butcher. SWC Selectors – Tracey Little and Ben Fidler. All forms out, waiting for nominations to come in – close 3<sup>rd</sup> June.
- High Performance Calendar – BTAS proposed calendar out. Ladies Match Committee have sent their proposal into BNW, waiting for Men's Match Committee.
- Tracey Little – AGM agenda items – standard AGM agenda, including reports.

## **8. GENERAL BUSINESS – Issues raised by board**

- Evol Kaine – Open Gender Thursday Pennant? Wednesday Pennant? Board voted to be discussed at Club Meetings.
- Phil Prouse – Lee Bishop Cup – old trophy has been fixed, but needs updating.
- Phil Prouse – Chris Dudman has been appointed the position of Junior Coach. Chris has asked to Board to fund the training fee at Burnie. Board voted to assist in this.

## **10. NEXT MEETING**

Confirmation of next Board Meeting Monday 17<sup>th</sup> AGM, 7pm at South Burnie Bowls Club.

Meeting Closed: 9.30pm