



MINUTES

BOARD MEETING

Date: 21st January 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

Val Carey Director

Tracey Little CEO

2. APOLOGIES

Gwenda King Vice-President/Director

3. ADOPTION OF MINUTES

Recommendation: That the minutes be accepted as presented:

Moved: David Jeffrey Seconded: Tracey Little

Carried: Yes

4. BUSINESS ARISING FROM MINUTES

- Coastal Championships – Club teams not attending, email from Boxer, email to be sent to clubs that failed to attend to be given the opportunity to give a reason why.

5. CORRESPONDENCE:

- Email from Bob Franklin (21st December – Bowls South) re: BTS travelling costs and conditions. It was agreed to include in next years' budget subject to adequate financing being available.
- Clearances – Jenni Wescombe (Port Sorell to Devonport Eagles), Katrina Wilton (Orford to East Devonport). Clubs to be reminded of cut off date: 31st January 2019.
- Email - State Open Triples (March 9th & 10th). Bowls Tasmania wanting to know venue/s to be played as this event is held this year in the NW. Email to be sent to appropriate clubs with 2 or more greens for expression of interest to hold this event.
- Email from Julie Schmidt (21st January – Burnie Bowls Club) - Use of indoor green. Board to look at by-laws for next season. There is no document to send re: use of a synthetic instead of available green. In the past a notice to use synthetic green has been used with a cut off time frame. *Found 3.4.2 COP - Clubs are to provide notice to the opposing club secretary by 5pm Tuesday for Thursday pennant and 5.00pm Thursday prior to the scheduled game to Clubs should they be drawn to play pennant competition on their synthetic surfaces.
- Turners Beach Appeal (13th December 2018) re: Match Committee decision to take 12 points off Devonport Eagles, but not fine them \$50.
- Email from Alison Venn (16th January) re: Afternoon Teas.
- Email from Sheffield Club (17th January) re: Saturday Pennant and male players sitting out.
- Email from Wynyard Club re: Capitation Sliding Scale. At this time capitation is to paid as current, BTAS is looking into a sliding scale.

Recommendation: That the correspondence be received.

Moved: Val Carey Seconded: Mike McHugo Carried: Yes

6. FINANCE/CEO:

Summary of Financial Position –

- Westpac Statement
- Budget Report
- Financial Corrections

- **Finance Committee** to be formed – 2 Board Members and CEO.
The members of this committee are to be: Dave Jeffrey Vice President/Director, Mike McHugo Director and CEO Tracey Little.

Moved: Phil Prouse Seconded: Val Carey

- Letter of Authorised Officers for banking and signature to be made.

- Training on Xero – Dave Jeffrey, Mike McHugo and Tracey Little.

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

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

Moved: Dave Jeffrey Seconded: Mike McHugo Carried: Yes

7. OTHER BUSINESS:

- SWC Report – Read – NW men in need of a few new extra uniform items. Needed a list of uniform items (ladies and men) detailing in and out procedure/signed lists.

- Strategic Planning – plans are being working on for future of BNW. Website, policies and procedures, newsletter, sponsorship and social media.

- CEO appointment – Letter of appointment and authorisation signed and given to CEO Tracey Little.

Moved: Val Carey Seconded: Dave Jeffrey

- PO Box – current PO Box to be used at Latrobe till closing date April. New PO Box to be opened in Ulverstone.

- Trophies, badges and medallions – Phil to speak to trophy shops re: cost. Also speak to match committee of what is needed in the future.

- Query re: Can you play, for example, as a lady not on Thursday only Saturday and still play club championships? Board answer – Yes, due to open gender on Saturday you still qualify to play club games.
- Club Championships – Difference of ends from ladies triples to men’s triples – 15 ends or 18 ends. Match Committee to be asked COP.

8. GENERAL BUSINESS – Issues raised by board

- Val Carey – board member vacancies. Expression of Interest from C. Compagne and E. Kaine.
- Letter of Resignation – Tracey Little from being a Board Member.
- Mike McHugo – asked about RCC Meetings. Phil filled in board members on items arising from past RCC meetings.

9. NEXT MEETING

Confirmation of next Board Meeting: **Monday 18th February 2019 7pm Penguin Club**