



*'Enhancing the future of Bowls across the NW Coast'*

## Board Meeting Minutes

Held at Penguin Bowls Club on Monday 15 January 2024

Meeting opened at 5.22pm

- Present: David Gewin, Julie Schmidt, Dave Jeffrey, Barry Magnus, Mandy Compton & Chris Dudman with CEO Tracey Little
- Welcome: David opened the meeting and welcomed Directors
- Minutes: The Board resolved that the minutes of the previous meeting be taken as read and confirmed

### Business Arising

1. Director – Vacancy – one position – Chris Dudman – David offered Chris the opportunity to take on the Director role either as an Elected Director filling a vacancy (Chris must become a member of a club) or remain as an Appointed Director with no voting power. Chris will decide over the coming month.
2. New Director Vacancy – Mark Atkinson resignation – David directed the Board to canvass for any suitable candidates. Also, CEO to email clubs of the open casual position. CEO to write a letter of appreciation for Mark's time on the Board.
3. Revised Portfolios – see list –
  - Policies & Procedures, Bylaws – David, Dave & CEO
  - Strategic Planning – David, Chris & CEO
  - Finance – David, Dave & CEO
  - Match Committee – Dave
  - Promotion of the Game, Social – Mandy
  - Sponsorship & Marketing – David & CEO
  - Club Liaison – Julie
  - Officials – David
  - Juniors – Barry
  - Coaching – Chris
  - Greenkeepers - David
4. Email Clubs to encourage coaching – see portfolio – Chris Dudman.
5. Strategic Planning – TBC.
6. Live Streaming – organise a date/time with Ben Fidler on set up.
7. McCarthy Letter of Agreement – any host club will need to sign the agreement before hosting Championships.

### Correspondence In – Read

8. BTAS SWC COP
9. SWC Team Lists

10. M Gaffney – Corporate Challenge.
11. Suspension – R Crawford – Ridgley.
12. BTAS State Open Teams.

#### Correspondence Out – Read

13. SWC Team Lists & Catering.
14. Corporate Challenge – interest from Clubs.
15. Notified Suspension – R Crawford – NW Clubs.

#### Finance Report

16. Banking – read.

#### Club Advocate

17. Email – Latrobe – read. CEO to create some links to useful information.

#### Match Committee Chairperson

18. Division 5 to be updated with the withdrawal of Ulverstone.
19. Ulverstone to be given a formal withdrawal notice.

#### Greenkeeper Chairperson

20. David will take on this role.

#### President

21. NTR.

#### Director Items

22. Barry – SWC – at the end of the season, to write up some recommendations to BTAS with the current change of the series.
23. Chris – RCC Meeting – David hopes to be available for the zoom meeting.
24. JDC – Barry to continue this committee.

#### Next Meeting

25. The meeting is scheduled for Monday 19 February 2024 – 5.30pm at Penguin.

#### Closure

26. There being no further business. David closed the meeting at 6.09pm.

Tracey Little

**CHIEF EXECUTIVE OFFICER**

Bowls North West