

Bowls Wellington

Board Meeting Minutes

9 December 2019 at 6.00 p.m.

At Pelorus Trust Sports House, Seaview



Present

Members Sue Way (Chair) Dayle Jackson (President), Gerry Macgregor, Rod Leitch, and Sharman Buckle.

In Attendance Nigel Dixon (General Manager) and Angela Sheehan (Minutes).

Apologies Wayne Henshaw (Vice-President)

1. Welcome and Agenda

The Chair welcomed everyone to the meeting.

The agenda was confirmed.

2. Conflicts of Interest

No changes to the Interests Register were advised.

3. Minutes of Previous Meeting

The minutes of the Board meeting held on 7 October 2019 had been circulated, and were taken as read.

It was resolved that the minutes of the meeting held on 7 October 2019 be confirmed as a true and correct record of the meeting.

Sharman Buckle / Rod Leitch

Matters Arising

There were no matters arising that were not covered elsewhere on the agenda.

4. Bank Signatory

In light of new requirements under the anti money-laundering law, it was agreed that the following actions be taken:

- Officers of Bowls Wellington Inc. to be registered on the Incorporated Societies Register with the Companies Office at MBIE. **Action: General Manager**
- Send confirmation of that to Board Members. **Action: General Manager**
- Each Board Member to visit a Westpac branch, with two proofs of identity, and complete their profile. **Action: Board Members**

It was reiterated that the Board had previously agreed that it should be two Board Members who were signatories to the Westpac account.

5. Board Intentions

A vacancy on the Board had arisen with the resignation of previous Board Chair, Mark O'Connor. Of the current Board, the terms of Gerry and Rod will be expiring at the Annual General Meeting (AGM). At the request of the Chair, Board Members told her of their intentions in regard to standing for the Board at the next election. All indicated they would be willing to continue.

Board Members discussed whether or not a person should be co-opted until the AGM.

It was resolved that the Board agree not to co-opt a person to fill the vacancy left by Mark O'Connor's resignation due to only 2 meetings remaining.

Gerry Macgregor / Sue Way

6. Publication of Minutes on Website

The Board agreed that the General Manager would post the draft Board minutes on the Bowls Wellington website once the Board Members had reviewed and approved of them.

7. General Manager's Report

The General Manager spoke to his report.

There was a discussion about the importance of working with College Sport Wellington to promote bowls within schools. Sharman said she would like to be involved in that work. General Manager will be meeting with CSW and will invite Sharman along.

The Board asked the General Manager to remove Mark O'Connor's details from the website.

Action: General Manager

The General Manager was confident all outstanding affiliation fees will be paid.

The Board noted the Financial Report.

8. Year 2030

The President of Bowls New Zealand was keen that centres think more strategically and less operationally. He suggested putting the topic "Year 2030" on the agenda for each meeting to encourage discussion about where Board Members would like to see the organisation on 10 years' time. The Board agreed that this should happen.

Action: Chair

9. General Business

9.1 Bowls NZ – Capitation Fee

The Chair asked the General Manager to circulate with the minutes the resolution passed recently by Bowls New Zealand about the capitation fee and how they will be invoicing for it. The Chair asked Board Members to read the information and be ready to discuss it at the February Board meeting.

Action: General Manager

The matter will be put on the agenda for the February Board meeting for further discussion.

Action: Chair

9.2 Special General Meeting

The Board felt it would be ideal to give centres at least 6 weeks' notice of the Special General Meeting that will be held to discuss changing the AGM date. In that way clubs should have the chance to discuss it at their club meetings.

10. Next Meeting

The next meeting will be held on Monday, 17 February 2020.

The meeting concluded at 7.27 p.m.

Minutes confirmed as a true and correct record:

Chair

Date