



## Board Meeting Minutes Tuesday 21<sup>st</sup> August 2018

ONLINE

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### PRESENT:

Sue Ross	-	President	Graham Hay	-	Board
Bob Clifton	-	Board/Treasurer	Dee Harman	-	Board
Margaret Cornish	-	Board			
Rebecca Van Asch	-	CEO/Minute Taker			

Meeting opened at 3:00 pm

**APOLOGIES:** Nick Lee, Liz Rickard

**CONFLICTS OF INTEREST:** Nil

### PREVIOUS MINUTES:

In a unanimous consensus, the minutes of the previous minutes from the meetings on the 24<sup>th</sup> July 2018 were passed as a true and accurate record of the meeting.

### BUSINESS ARISING:

- Rebecca reported that Bowls South have requested a printed version of the handbook for 2018/19.

**CORRESPONDENCE:** Rebecca presented a list of inwards and outwards correspondence. This was carried in a unanimous consensus.

### REPORTS:

#### CEO Report

Rebecca gave a written report outlining the following;

- **Cash Back App:** Rebecca reported on her meeting with Michael Sweeney. Michael confirmed that there hasn't been any progress with this project and he was doubtful on if it would actually get off the ground. Discussion surrounded this and it was agreed that Rebecca would contact all clubs that had signed on to this project and assist them with getting a refund on their purchase if they chose to progress down this avenue.
- **BA Forums:** Bowls Australia would be conducting forums in each region during their visit to Tasmania for the National Champion of Champions.
- **Office Staffing:** The administration assistants position is still vacant. Rebecca presented the dates of her maternity leave to the board and has contact BA to assist with advertising and filling the maternity leave position.
- **Bowls Link:** Training will be occurring state wide from 24<sup>th</sup> – 26<sup>th</sup> September.

### **Finance Report**

Written report submitted detailing month and YTD finance transactions. Bob Clifton explained the financials to the board.

It was a unanimous consensus that the report be received and that the payments as set out in the July bank transaction list be ratified. Moved Bob Clifton, agreed by unanimous consensus.

All board members received the proposed budget for 2018/19 and this will be discussed further during the specific agenda item.

### **Graham Hay – Sponsorship & Branding**

- Graham has offered to meet with Rebecca to go through the CEO and Admin Assistant position descriptions and prepare a course of action for Rebecca's maternity leave.
- Graham has prepared a sponsorship proposal document. He would like to meet and discuss with Sue and Rebecca prior to the next board meeting and then present the document to the next board meeting.
- Graham would like to be active in approaching potential sponsors down the track.

### **Dee Harman – Women in Sport**

- Dee has had to cancel her women's health day due to conflicting events.

### **ACTION ITEMS:**

As presented previously via email.

### **OTHER BUSINESS:**

#### **a) 2018/19 BUDGET**

- Bob presented the 2018/19 budget that has been previously circulated to all board members. Discussion surrounded this. It was agreed by unanimous consensus to accept the budget presented.

#### **b) BA COACHES CONFERENCE**

- The upcoming Coaches Conference being hosted by Bowls Australia as previously sent out via email was discussed. Rebecca recommended to the board that the Open Team Coaches should be sent to this conference and asked to report back to our other state coaches and regional coaches to help pass the message on. The Board agreed by unanimous consensus.

#### **c) HP VACANCIES**

(Nick Lee joined the meeting at this point)

The Board discussed the vacant HP positions. And agreed on the following by unanimous consensus.

Junior Selector: Max Amos

It was agreed that a restructure of the junior setup was required as trialled at the test series against Victoria. There will now be a head coach (Tom O'Brien) and a male and female manager.

Senior Selectors: Dee Harman, Chris Dudman

Open Women's Selectors: Gwenda King, Sophie Fletcher. Coach: Chris Dudman

Open Men's Selector: Trevor Docking

**d) MPIO WORKSHOPS**

Rebecca outlined the upcoming MPIO Workshops for everyone's information.

**e) PORT SORELL LAWYERS LETTER**

The Board discussed a recent letter received from the lawyer representing Pam Pile and Jen Simpson. The request in the letter pertains to Port Sorell Bowls Club directly. It was agreed to contact their lawyer and explain that this correspondence needs to be forwarded directly to the Club concerned.

Meeting Closed: 4.50 pm

Next Meeting:

Next Meeting:

Date: Tuesday 17<sup>th</sup> September, 2018

Time: 10.00 am

Venue: BTAS Office

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Signed by President