



## Board Meeting Minutes Tuesday 25<sup>th</sup> June 2019

10.00am ONLINE

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### MINUTES

#### **PRESENT:**

|               |   |   |                  |   |                   |
|---------------|---|---|------------------|---|-------------------|
| Graham Hay    | - | President                               | Bob Clifton      | - | Board / Treasurer |
| Liz Rickards  | - | Board                                   | Les Harrison     | - | Board             |
| Dee Harman    | - | Board                                   | Margaret Cornish | - | Board             |
| Nadene Graham | - | Administration Assistant / Minute Taker |                  |   |                   |

Meeting opened at 10.20am

#### **WELCOME:**

Welcome by Graham Hay President, to the first board meeting after AGM.

#### **APOLOGIES:**

Rebecca Van Asch

#### **DECLARATION OF ANY CONFLICTS OF INTEREST:**

Nil

#### **CONFIRMATION OF MINUTES OF PREVIOUS MEETING:**

Moved Dee Harman and seconded by Les Harrison and carried.

#### **BUSINESS ARISING FROM PREVIOUS MEETING:**

Nil

#### **CORRESPONDENCE**

##### Inwards:

- Email from David McCormick – Northern Selectors Position
- Email from Bowls Australia – New Tasmanian Healthy Fund Grants
- Letter from Marie Cleaver

##### Outwards:

- General emails to Board Members
- David Genford Proposal

#### **REPORTS:**

##### Finance Report:

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

No budget figures have been included, will be finalised next week and will be circuited for Directors approval and presented at next board meeting.

Moved Dee Harman and seconded by Les Harrison.

The board commented to Bob Clifton that doing a great job.

There was an incident recently as Bob Clifton was approached via email from (Aledged to be) Graham Hay requesting that \$7,800 be transferred to an account. Bob Clifton queried with Graham Hay and the procedures that the board have in place (internal controls) worked as it was a bogus email. Bob requested that board be aware of and be vigilant, it is a reportable offence to police.

## **Board Members:**

### **Graham Hay**

#### Presidents Report

I am honoured and happy to present to the board, my first report as President of Bowls Tas.

Firstly, let me please thank my fellow board members for the faith and confidence shown in electing me as your President. It will be my most earnest endeavour to repay that faith and confidence with consistence performance that brings advancement of our sport in the State of Tasmania.

I will summarise my activities for the past month below:

- David Genford proposal – I have contacted members of our selection panels to form a working committee that will develop a proposal for the board to consider. The Committee will consist of Myself and our CEO Rebecca, Phil Hobbs, Trevor Docking, Gwenda King, Rosie Geeves, Chris Dudman, Grant Allford, Michael Sweeny, Graeme Burnie, Dee Harman and David Genford. Once the proposal has been developed and endorsed by the board it will be taken to the RCC for endorsement for inclusion in our Calendar for 2022.
- I have met with Simon Morrison in preparation for his performance review with John Emmerson. The review will take place on the Coast on July 4<sup>th</sup> 2019.
- Max Amos has confirmed his availability to travel with the Juniors to Victoria in his capacity of Selector.
- I attended the Juniors practice session at Kings Meadows on Sunday 23/6/2019 where uniforms were handed out. I would suggest that we need to look at the uniform stock for our Juniors as it is getting low and we have differing uniforms. I ask the board to consider solutions that are a cost effective. It was a most enjoyable session.
- We have had a matter of a potential hack of our email systems which is most disturbing. In short we have had someone trying to solicit a payment from our funds from Bob using my name through an email. We will pass this on to the police for investigation.
- We have received an application from Bernard Knight of the Howrah Club to fill the vacant Southern Male Director role. Feedback and due diligence conducted regarding Bernard has been very positive and I would endorse his application to the Board to be accepted.
- Board Directors Portfolios – My thanks to those that have completed the Skills Audit document. It is my intention to have the portfolios endorsed at our next meeting. With the inclusion of Bernard and the yet to be appointed Northern Female it is a bit premature to announce formalise the structure now. I will speak to each of you individually regarding my thoughts.

- Attended Bowlers with a Disability Forum at the Silverdome in Launceston. Very informative as to what others are doing out there in regards to supporting those with disabilities in sport.
- The Bowlers with a Bowling Arm (BWBA) held their committee meeting at Invermay on Friday 31/5/19. Organisation is well in hand for their championships to be held in September. My thanks to Director Les for looking after this sector of our sport.
- Lee Oswin from Communities, Sport and Recreation has advised of a Complaint Handling Workshop they are holding in Hobart on July 25<sup>th</sup> 2019. They have asked for Nominations to attend. There is prerequisite work to complete and the Workshop is 6 to 9:00pm.

It has been a very busy first month and I thank you for your patience.

### **Dee Harman**

Nil

### **Les Harrison**

- Bowlers with a Disability. Had several calls of complaints (as mentioned that not an organisation but just a club). The player who was asked to go home (as de-classified while in Mackay) at The National Disability Championships has threatened to pursue legal options.
- The Bowlers with a Disability will be having their AGM on 25<sup>th</sup> July 2019 and they will be conducting a full audit of their books (in regard to sponsorship and where funds have been paid out to). Players replaced do not have a claim on the money as another player could take their place.
- Tasmania's inclusion in The National Disability Championships was well received by Bowls Australia and world-wide. Will have a meeting when return in September.
- Bowlers with a Bowling Arm Committee, bowlers using a bowling arm in Bowls Tasmania must still register their information on the database for the use Bowls Tasmania and their officers.
- Bowlers with a Bowling Arm have members who do not use a bowling arm, they are usually partners and is a social basis that they join.

### **Margaret Cornish**

- Had final practice of juniors at Kings Meadows Bowls Club on Sunday, 23<sup>rd</sup> June before travel to Dandenong on 8<sup>th</sup> July. The juniors are dedicated in their approach to bowls. Was a problem with uniforms, as had to supply with what was available in the Bowls Tasmania office and will look at having a strategy in place for next year's event.
- Bowls Tasmania had not included breakfast in the costings. When the hotel was contacted there was no toasters etc in the rooms, as the team was going to make their own breakfasts. The President and Treasurer will look at budget of \$500 for costs (as is a duty of care). Lunch will be supplied at bowls club, but dinner is their own expense.
- In regard to the bus pickup at Melbourne airport, with parents etc travelling with the team. Can only wait a certain time (1hr) for them to arrive for transport to hotel as the juniors will be rested and ready for play.
- Chris Dudman has asked whether any practice organised. Rebecca Van Asch will be contacted to confirm.
- New juniors in the side this year and Chris Dudman grateful that Max Amos is attending as the juniors listen to him.

**Liz Rickards**

Nil

**ACTION ITEMS:**

**OTHER BUSINESS**

a) BOARD VACANCY FOR MALE REPRESENTATIVE SOUTH

- Board to formally endorse Bernard Knight to the Bowls Tasmania Board. Extremely glowing reports on his skills and character and due diligence. Bernard will be an asset to the Bowls Tasmania Board. Rebecca Van Asch to send an email to welcome Bernard to the board and join the next meeting on Monday July 22<sup>nd</sup>, 2019.

b) PRESENTER AND ASSESSOR VACANCY FOR NORTH

- The Northern Presenter and Assessor has decided to retire for personal reasons and is willing to assist new P & A with the role.
- Request expressions of interest sent to Bowls North and will advertise on Bowls Tasmania website.
- Bowls Tasmania will need to be included in the selection process.

c) STATEWIDE COMPETITION (DAVID GENFORD PROPOSAL)

- Each region will have selectors and a working party has been formed comprising of Phil Hobbs, Rosie Geeves, Chris Dudman, Graeme Burnie, Trevor Docking, Grant Allford, Michael Sweeney, Gwenda King, David Genford, Rebecca Van Asch, Dee Harman and Graham Hay will chair and is happy to pass on this position and sit on committee. This committee is in its infancy and will meet in the next two weeks and report back to Bowls Tasmania.
- Will be for the betterment of bowls and inclusive of all bowlers and not just for the elite. Will have one tier of three players per side.
- As the Bowls Australia calendar has changed, during winter will be inclusive and acceptable pathway to other bowlers. Need to get it right in first place with Bowls Tasmania endorsed and Conditions of Play across all regions.
- Finance etc with entry fees would need to be decided and will be mixed gender (inclusive and mixed with all levels of bowling experience). Suggestion to get a sponsor to raise money to fund it.

d) TASMANIAN HEALTHY FUND GRANTS

- New grant opportunity, which is targeting amongst other things, to help lift physical activity. Grants for up to \$200,000 can be applied for.
- Bowls Tasmania to send link to regions; to be forward to clubs and Bowls Tasmania can help in applying for grants.
- Bowls Tasmania and Rebecca Van Asch will talk more in-depth regarding funding etc.
- Hobart has an information session coming up, unfortunately Launceston and Devonport sessions have already been held.

e) VACANCY NORTHERN SELECTOR FOR OVER 60'S TEAM

- Bowls Tasmania has received an expression of interest for the position from David McCormick.
- He will need to be endorsed by Bowls North as part of the process.
- Bowls Tasmania will formally approach Bowls North via email to endorse David McCormick for this position and Bowls Tasmania happy to endorse his nomination.

f) **BOWLS TASMANIA HANDBOOK**

- Bowls Tasmania will not be producing a hand book for the season 2019/2020.
- It was unanimously agreed by Bowls Tasmania not to produce the handbook as the information is out of date as soon as the hand book is published and will be a cost saving method as well.
- The handbook will be maintained digitally online, and it will be kept up to date with changes and clubs can print out in part or in full for their members.
- Les Harrison received feedback that would prefer hard copy and he explained that would be up-to-date on online and were satisfied with explanation.
- Dee Harman was questioned as capitation fees have increased by \$2.00 and if not getting handbook to members why it has gone up. Explained that the increase of cost does not involve receiving handbook but with other ongoing costs.
- Graham Hay will draft to board an education session for Facebook (as most people are connected) and send out to clubs to see if require educational support.
- Graham Hay will send out a draft to endorse the handbook going online.

**GENERAL BUSINESS**

- a) Bowls North have full board now and would like to keep good relations with all regions (South, North, and North West) and especially with Bowls North as have a new board.

Meeting closed: 11.30am

Next Meeting:

Date : 22<sup>nd</sup> July 2019

Time : 10.00am

Venue : Online

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Signed by President