



**Board Meeting  
Tuesday 28 September 2021**

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**Minutes**

Item	Discussion	Action
1) Welcome	The President welcomed all to the meeting, which followed the RCC meeting, and a meeting with the BTS Executive, held at Buckingham Bowls Club.	
2) Present	Graham Hay, Bernard Knight, David Black, Anne Mullavey (minute taker), Rob McGuire (CEO observer)	
3) Apologies –	Les Harrison, Mark Strochnetter, Gena Short, Sue Ross	
4) Declaration of Conflict of Interest	Nil	
5) Minutes of Previous Meeting		
a) Confirmation of Minutes 24 August 2021	David moved, and Bernard seconded, that the minutes be accepted - carried	
b) Matters Arising - Action Item List		
i. BTAS Office	Rob circulated an email prior to the meeting which thoroughly covered all the current issues. The recommendations in that report were accepted. It was reconfirmed that office space is needed for storage and for meetings. Monthly rental cost will be \$329 compared to \$867 at present and overall annual savings will amount to approximately \$8,200.	
ii. BPL Launch	Rob was congratulated on managing the launch. There has only been good feedback since launch. The first outing for the Tridents has been postponed.	Rob and David to discuss merchandise

	Now planned for early 2022; still in same financial year, so money does not have to be repaid. Some outlay for merchandising, for sale, required.	budget and requirements
iii. Contacts for Anne re Change & Diversity Portfolio		Graham to contact Bob Boorman re contacts for Anne
iv. Working with Vulnerable People Register	Rob has established a register for the Board. Some clubs need reminding about requirement for club board members to have Working with Vulnerable People card	Rob to email clubs and regions
v. Draft Constitution for Clubs	Rob reported that this has not yet started	Rob to prepare.
vi. Letters for Bunnings	Rob unable to write letter until he knows more information	Rob to contact Gena – clarification of which Bunnings store and dates
vii. Emails to State squads re The Nationals	Completed	
viii. Additional items for agenda for Junior Development Committee.	Completed – also discussed at RCC meeting	
ix. Junior Development Committee to outline expectations of Junior Managers.	Bernard reported that this work is in progress	
x. Response to letter from BTS	Bernard has followed up	

President re Juniors		
xi. Encourage BTS to add Juniors to RCC agenda for further discussion.	Completed	
<b>6) Inwards / Outwards Correspondence</b>	<p>Rob circulated a detailed inward and outward correspondence report prior to the meeting. Bernard moved that inward and outward correspondence report be accepted, seconded David, carried. Further discussion:</p> <ul style="list-style-type: none"> <li>• Covid vaccination – Bowls Tas information based on BA advice. It was agreed to add “and all other players” to information</li> <li>• BA AGM – by zoom in November. Delegates are Graham and Rob (only one vote though).</li> <li>• Discussion about possibility of grants to assist disability side attend state carnivals</li> </ul>	<ul style="list-style-type: none"> <li>• Rob to circulate Covid vaccination email to clubs</li> <li>• Rob to advise BA.</li> </ul>
<b>7) Reports</b>		
a) President	<p>Graham submitted a written report prior to meeting.</p> <p>Strategic Plan from BA will be finalised by the end of the month. Board will need to spend half a day meeting to review and update our document, as this is an integral component of our grant processes</p>	<ul style="list-style-type: none"> <li>• Rob - add National Governance Framework to Board and RCC meeting agendas</li> <li>• Rob to review BA plan to highlight differences.</li> <li>• Graham to set date for face to face or zoom meeting</li> </ul>
b) Treasurer – refer to August report emailed separately	<p>David submitted a report detailing month and YTD finance transactions for August. He noted that he has been advised that the Australian Bowling Arm Championships grant money is not required to be refunded. It was used for</p>	<ul style="list-style-type: none"> <li>•</li> </ul>

	<p>minor works which had already been actioned by the club involved prior to the cancellation of the event.</p> <p>Subject to removing 3<sup>rd</sup> paragraph (about returning \$3000 grant money)</p> <p>David moved that the report be accepted, seconded Bernard, carried.</p>	
c) CEO	Rob circulated a written report prior to meeting – no further discussion	
d) Board Member Portfolios		
i) Junior Development	Bernard submitted a written report prior to the meeting. In addition, he noted that an assistant state coach and assistant manager might be of value. Regarding team management, one option could be to have a match manager, for match issues, and a team manager, for disciplinary issues	
ii) Disability	Gena submitted a written report prior to the meeting It was discussed that the appointment of the new BA director might assist with classification issues. 2 people have been invited to try out for the disability sector.	
iii) Officiating	Les submitted a written report prior to the meeting	
iv) High Performance	Mark submitted a written report prior to the meeting	
v) Change and diversity	Anne reported no progress in this portfolio in the past month	
<b>8) General Business</b>		
a) Gwenda King – retiring selector	Noted that EOI's for selectors has been called and closes end of October. Gwenda able to re-apply if she wishes to	
b) Bowls Environmental and Sustainability Action Team – as per email 9 September		Carry over to next meeting

c) Hiring out of BTAS live streaming equipment	<p>Rob has lent the equipment to East Launceston, free of charge. We need some guidelines about hiring (equipment or equipment and operator). Equipment needs to be covered by other parties' insurance.</p> <p>It was agreed that the equipment can be lent to bowls clubs and regions for no charge provided that any damage is covered by the borrower or their insurances. Lending the equipment to other organisations will be at a charge to be determined on request.</p> <p>We have committed to live stream a pennant game in each region. Burnie v Devonport planned for 15 October, North and South to nominate a game</p>	Rob to follow up
d) Come and Try Month	In progress	
e) CEO and Treasurer to be authorised persons on the BTAS Telstra account.	<p>Rob unable to access Telstra accounts.</p> <p>Graham moved that the Bowls Tas authorised persons for the Telstra accounts are David and Rob, seconded Anne, carried</p>	Rob to follow up
f) Bowls Tasmania Benefits of Affiliation.	Affiliation paper circulated to Board members prior to meeting. Needs discussion as some areas need amending – carry over to next meeting	Rob – add to next agenda
<p>g) Input into amended annual budget for the year ending 31<sup>st</sup> March 2022 including:</p> <p>i. Competitions being paid for by Bowls Tas for balance of the year and their likely cost</p> <p>ii. other changes in income and expenses for balance of the</p>	<p>David will redo budget up to 31/3/2022, and present at next meeting.</p> <p>Additional items to include</p> <ul style="list-style-type: none"> <li>• Completion of test match in Victoria for Open Men and Women</li> <li>• Junior comp – in Victoria, could be up to 20 people</li> <li>• Gala week</li> </ul>	David – redo budget, for next meeting

year, including rental		
h) Consideration of whether the regions affiliation fees for 2021/22 should be amended as a result of the cancellation of national championships	The board noted that while there has been some savings, we still have expenses. David moved that he advise Bowls North that there will be no reduction in affiliation fees, seconded Bernard, carried	David to follow up
i) Warren Groves – Missing Thursday State Pennant Division 3 Perpetual Trophy.	No action to be taken.	
j) Other General Business	The Board noted that it was a worthwhile meeting with the BTS executive, following the RCC meeting and prior to the Board meeting. The Board will invite RBM Rob Soward to the next Board Meeting.	
<b>9) Close</b>	Meeting closed at 4:15pm Next Meeting Monday 18 October 2021, 1pm by zoom – see details below  Topic: BTAS Board Meeting Time: Oct 18, 2021 01:00 PM Hobart Join Zoom Meeting <a href="https://us06web.zoom.us/j/85737435215?pwd=U2xBeHg2VnIMbWFObUg4T2Mwa2ZrUT09">https://us06web.zoom.us/j/85737435215?pwd=U2xBeHg2VnIMbWFObUg4T2Mwa2ZrUT09</a>  Meeting ID: 857 3743 5215 Passcode: 854476	