



## Board Meeting

Monday 5 December 2022 at 1.08pm at the BTAS Office, Sport & Recreation House, 1 Selfs Point Road, Cornelian Bay.

### MINUTES

TOPIC	DISCUSSION & DECISION	ACTION
1) Welcome	The President welcomed everyone to the meeting.	
2) Present	Bernard Knight – President, David Back (Treasurer), Anne Mullavey, Leonie Price, Phil Prouse (from 3.05pm), Rob Soward – BA RBM (Observer) and Rob McGuire – CEO (Observer).	
3) Apologies	Jane Pickett, Gena Short and Mark Strochnetter	
4) Declaration of Conflict of Interest	Nil.	
5) Minutes of Previous Meeting:		
a) Confirmation of Minutes 24 October 2022.	Moved: Anne Mullavey Seconded: David Back “that the minutes of the meeting be accepted as a true and accurate record ”. Carried	
b) Matters Arising - Action Item List:		
• Player Expenses Policy	Not yet reviewed.	Treasurer and CEO.
• Budget 2023-24.	Refer to Treasurer’s Report.	Treasurer and CEO.

<ul style="list-style-type: none"> <li>• Uniforms for Board Members, Coaches and Selectors.</li> <li>• The Nationals and COVID-19.</li> <li>• Identification of potential Appointed Board Members.</li> <li>• Henselite Sponsorship</li> <li>• Tasmanian branch of Australian Blind Bowlers Association (ABBA).</li> <li>• Presenters &amp; Assessors Accreditation.</li> <li>• Change of Seniors Women's Team at The Nationals.</li> <li>• Issues re Disability team at The Nationals.</li> <li>• Voting for Directors at BA AGM.</li> <li>• BA medallions for Under 18 Champions.</li> </ul>	<p>Uniforms have been ordered. The Board uniforms are expected before the end of December 2022 and the Selector and Coach uniforms in January 2023.</p> <p>An insurance claim has been submitted for the player who contracted COVID-19 whilst at The Nationals and subsequently had to delay her return to Tasmania.</p> <p>Board Members were requested to let the President or CEO know of anyone they think may be interested, with media or competition organisation skills to fill this position.</p> <p>The proposal is still being considered by Henselite</p> <p>Waiting for a response from ABBA.</p> <p>Leonie Price has arranged for BA to come to North Hobart on 20 and 31 January 2023.</p> <p>This will be considered at a meeting of Selectors during Gala Week in January 2023 – as part of a review of the Selection Policy.</p> <p>President and CEO to action in due course.</p> <p>President and CEO attended BA Zoom meeting to listen to candidates and submitted voting recommendations to the Board which were approved out-of-session.</p> <p>Presented to Under 18 Boys at first round of Junior SWC on 27 November 2022.</p>	<p>Board Members.</p> <p>CEO to contact Henselite.</p> <p>CEO to contact ABBA.</p> <p>Leonie Price</p> <p>CEO.</p> <p>President and CEO.</p>
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<ul style="list-style-type: none"> <li>• Live Streaming Quotes.</li> </ul>	<p>Resolved to purchase an additional two Apple iPhone 11's, two tripods and two battery packs for a cost of approximately \$1,680 to enhance our live streaming capabilities.</p>	<p>CEO.</p>
<ul style="list-style-type: none"> <li>• Disability Doctor Classifications.</li> </ul>	<p>Disability Bowls Committee is working on getting more doctors classified in Tasmania. It was agreed to approach the Australian Medical Association and the Royal Australian College of General Practitioners to ask if they can advertise our requirements in their journals.</p>	<p>Gena Short. CEO .</p>
<ul style="list-style-type: none"> <li>• Junior SWC at a central location in future.</li> </ul>	<p>Resolved to accept Junior Development Committee recommendation that all Junior SWC in future will be held at a central location in the North to remove the need for overnight travel.</p>	<p>CEO.</p>
<ul style="list-style-type: none"> <li>• Change of Constitution re appointment of Elected Directors.</li> </ul>	<p>Special General Meeting to be held before next face-to-face RCC meeting.</p>	<p>CEO.</p>
<ul style="list-style-type: none"> <li>• Working with Vulnerable People (WWVP) Cards and Club Boards.</li> </ul>	<p>CEO has started to research this matter, but more research is required. BTAS policy is currently out-of-date and needs to be updated.</p>	<p>CEO.</p>
<ul style="list-style-type: none"> <li>• Lack of communication from BTAS.</li> </ul>	<p>Sport &amp; Recreation has offered to provide child safeguarding training in the regions once BTAS has updated its relevant child safeguarding and WWVP policies and it was agreed to accept that offer.</p>	<p>CEO.</p>
<ul style="list-style-type: none"> <li>• SIA National Integrity Framework</li> </ul>	<p>Resolved that BTAS produce a quarterly newsletter for distribution to all members whose email address is on BowlsLink if it is not too onerous a task for the CEO.</p>	<p>CEO.</p>
<ul style="list-style-type: none"> <li>• SIA National Integrity Framework</li> </ul>	<p>BA has adopted Sports Integrity Australia's National Integrity Framework which takes a proactive approach to mitigate integrity threats to sports and provide a safe, fair, and healthy environment for participants at all levels of the sport.</p>	<p>CEO.</p>

	<p>In conjunction with the new policies BA has also adopted a new independent complaint-handling process run by Sports Integrity Australia.</p> <p>As BA has adopted the National Integrity Framework, it applies to all STA's, regions and members in Australia. This means that all members can raise any integrity concerns directly with Sports Integrity Australia.</p> <p>Moved: Anne Mullavey Seconded: Leonie Price “ that BTAS adopts Sports Integrity Australia’s National Integrity Framework”. Carried</p> <p>BTAS will need to review existing BTAS policies to identify which ones are now replaced by the National Integrity Framework and amend other existing policies as required. Craig Dodson from Sports Integrity Australia has offered to assist in this matter. Where considered appropriate, it is intended to adopt BA policies rather than develop our own policies. Craig Dodson has already provided suitable wording to put on the BTAS website now that we have adopted the National Integrity Framework. Sport &amp; Recreation will also be assisting in the implementation of the National Integrity Framework and will provide the necessary information which regions, clubs and members need to know.</p>	CEO.
6) Inwards / Outwards Correspondence	<p>CEO circulated a correspondence report prior to the meeting. Moved: Anne Mullavey Seconded: David Back “that the inwards correspondence be received, and the outwards endorsed”. Carried</p> <p>Highlighted items were discussed as follows:</p> <ul style="list-style-type: none"> <li>• BA – New BA President and CEO has offered to meet with BTAS Board – Agreed.</li> </ul>	CEO to arrange for January or February 2023 Board meeting if possible.

	<ul style="list-style-type: none"> <li>• Vacant Southern State Selector Positions - No expressions of interest were received for the South Over 60's Women Selector and South Junior Selector positions. BTS has been advised of the situation. If BTS cannot recommend someone suitable for these vacant positions, then BTAS will, and such appointments could be from outside its region.</li> <li>• Peet Kay – BTAS is not involved with the Peet Kay Group other than ordering their uniforms. The Peet Kay Group does not impact on the BTAS budget in any way. Bowls NSW used to co-ordinate the NSW side of the Peet Kay Group through one of its committees, but that committee has recently been disbanded. It is understood that Bowls NSW would like their side of the Peet Kay Group to be run as it is in Tasmania but that has not happened yet. Accordingly it looks like the February 2023 visit to Tasmania will not happen and it may be the end of the Peet Kay Series. The Tasmanian organisers of the Peet Kay Group would like to meet with the BTAS President and CEO to discuss options for the possible continuance of the Group in the future. It was agreed that BTAS President and CEO will meet with the Group via Zoom as requested.</li> <li>• Warren Groves – Offer to assist with Bowling Arm National Championships – Refer to Bowling Arm Tasmania (BAT) with the proviso that any costs are to be met ex BAT or national championship grants.</li> </ul>	<p>It would be good if it could be done in conjunction with an RCC meeting.</p> <p>President and CEO to meet with Peet Kay Group.</p> <p>CEO to contact Bowling Arm Tasmania.</p>
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	<ul style="list-style-type: none"> <li>• Selector and Coach Applications – Expressions of interest in vacant Coach and Selector positions closed on 11 November 2022.</li> </ul> <p>One expression of interest was received for each of the following position as follows:</p> <ul style="list-style-type: none"> <li>➤ South – Open Men – Shane Young (current Selector).</li> <li>➤ South Open Women – Rosie Geeves (current Selector).</li> <li>➤ South Over 60’s Men – Peter Kirby (current Selector).</li> <li>➤ North – Open Men – David Heron.</li> <li>➤ North Juniors – Dennis Bassett.</li> <li>➤ State Junior Coach – Nigel Melbourne.</li> </ul> <p>The appointments were approved by the Board out-of-session subject to the appointments being ratified by their respective regions (other than the State Junior Coach) which has been done.</p>	<p>CEO to contact successful applicants.</p>
<p><b>7) Reports</b></p>		
<p>a) President</p>	<p>Bernard Knight circulated his President’s Report prior to the meeting.</p> <p>Bernard advised that Bob Boorman had resigned from the BA Board when he was not re-elected as BA President. The BA Board must now fill the casual vacancy on the BA Board.</p>	

	<p>It was agreed that Bernard should ring all STA's Presidents and recommend that the BA Board undertake a further election for the vacant position between the three unsuccessful nominees (including Graham Hay) for the two vacant positions filled at the recent BA Annual General Meeting.</p> <p>Bernard advised that he had undertaken the annual performance review with the CEO. The Board agreed that:</p> <ul style="list-style-type: none"> <li>• It was pleased with the CEO's performance.</li> <li>• CEO's role on Committee's should be one of advice and support rather than doing all the work.</li> <li>• CEO does not have to attend all BTAS events, but the host regions should take responsibility as per Conditions of Play.</li> <li>• CEO is to take six weeks leave in 2023 if plenty of advance notice of the leave is given.</li> <li>• Other people should undertake training to enable them to do live streaming.</li> <li>• A revision of the CEO salary package was agreed upon.</li> </ul> <p>Both Rob Soward and the CEO left the meeting whilst this matter was being discussed.</p>	<p>President to contact STA Presidents.</p>
<p>b) Treasurer</p>	<p>David Back circulated his Financial Report prior to the meeting.</p> <p>Moved: David Back Seconded: Anne Mullavey "that the reports for October 2022 and November 2022 and payments therein be ratified." Carried</p>	

	<p>The Treasurer submitted a report that he had prepared in consultation with the CEO regarding the budget for 2023-24. The report outlined several broad issues and actions proposed to be taken to try and bring the budget back to a small profit in 2023-24. The Board agreed with the proposed actions albeit nothing was binding at this stage. The Treasurer advised that a draft budget will be presented to the Board in March 2023.</p>	<p>Treasurer and CEO to prepare a draft budget for consideration at the March 2023 meeting.</p>
<p>c) CEO</p>	<p>Rob McGuire circulated his CEO report prior to the meeting. Highlighted items were discussed as follows:</p> <ul style="list-style-type: none"> <li>• January 2024 Gala Week – It was agreed to consider adding B Grade Mixed Pairs and Men’s and Women’s Triple Championship events to the January 2024 Gala Week onwards.</li> <li>• Pathways Coach - .The current position in Tasmania is about to be advertised and will increase from one to two days a week with no further funding contribution required from BTAS. BTAS can advise what we want from the Pathways Coach position apart from looking after the Pathways program, for example setting our high-performance program, running coaching seminars throughout Tasmania, regular reporting on activities. Is there anything else that we want? How do we get other players into the Pathways program?</li> <li>• Non-full playing members and BTAS Championships - BTS has created a new “Social Five Games” category of membership to encourage barefoot/social bowlers to play in a maximum of five pennant games across all competitions to assist clubs to fill temporary vacancies in pennant sides, as well as providing an opportunity</li> </ul>	<p>CEO.</p> <p>CEO to contact BA.</p> <p>CEO to amend Conditions of Play.</p>



	<p>for a social bowler to “test the waters” of becoming a full pennant playing member. It has asked the question – does this permit social bowlers to participate in BTS or BTAS Championship events? It was agreed to amend BTAS Conditions of Play to read “All players wishing to enter championships at any level shall be registered as full playing members with Bowls Tasmania”.</p> <ul style="list-style-type: none"> <li>• Bowling Arm Tasmania Conditions of Play – Approved updated Conditions of Play for 2022-23.</li> </ul>	<p>CEO to update Conditions of Play and advise Bowling Arm Tasmania.</p>
<p>d) Board Member Portfolios</p>	<p><u>Diversity &amp; Change and Strategic Planning</u> – Anne Mullavey – Submitted a written report prior to the meeting.</p> <p><u>Junior Development</u> - Jane Pickett – No report received.</p> <p><u>Bowls Premier League and Match Committees</u> – Phil Prouse – Submitted a written report prior to the meeting.</p> <p><u>Disability</u> – Gena Short – Submitted a written report prior to the meeting.</p> <p><u>High Performance</u> – Mark Strochnetter – No report received.</p> <p><u>Officiating and Bowling Arm</u> – Leonie Price - Submitted a written report prior to the meeting.</p>	

e) RBM Tasmania	Rob Soward submitted reports for October 2022 and November 2022 prior to the meeting and spoke on several key areas in his reports including the distribution of “Drink Wise Kits” to clubs and sharing club “good news stories” in the BA Participation Update Newsletter.	
<b>8) General Business</b>		
a) Next RCC Meeting  b) Bowls Learn Fees          c) Other General Business	Agreed to try and co-ordinate next RCC meeting with visit from BA President and CEO for a BTAS Board meeting.  Leonie Price queried why STAs charged different amounts for officiating and coaching courses – in particular, in Tasmania we charge \$40 for each of the Marking, Measuring and National Umpire courses but participants are given a book for the first of these courses undertaken and the same book is used for each course. It was agreed that it would be good if all fees were the same in each STA. The Treasurer agreed to review all charges and provide a breakdown of what each course module costs BTAS and report back to the next Board meeting.  Nil	Treasurer and CEO.
<b>9) Close and Date of Next Meeting</b>	Meeting closed at 4.00pm.  The next meeting will be held on Monday 16 January 2023 commencing at 1pm. If the BA President and CEO are in attendance, it will be held in Longford as a face-to-face meeting following an RCC meeting, else it will be held via Zoom.	