



Board Meeting
Monday 21 August 2023 at 1.03pm via Zoom.

MINUTES

TOPIC	DISCUSSION & DECISION	ACTION
1) Welcome	The President welcomed everyone to the meeting, and particularly to new Board Member, Lynne McDougall.	
2) Present	Bernard Knight (President), David Back (Treasurer), Lynne McDougall, Anne Mullavey, Leonie Price, Phil Prouse and Rob McGuire – CEO (Observer).	
3) Apologies	John Glisson and Jane Pickett.	
4) Declaration of Conflict of Interest	Nil.	
5) Minutes of Previous Meeting (a) Confirmation of Minutes: (b) Matters Arising - Action Item List: <ul style="list-style-type: none"> • Changes to Selection Policy. 	Moved: David Back Seconded: Phil Prouse “that the minutes of the meeting on 19 June 2023 be accepted as a true and accurate record”. Carried A draft amended Selection Policy was circulated to Board members before the meeting and was approved.	CEO to put on website and send to coaches and selectors.

<ul style="list-style-type: none"> • SIA National Integrity Framework (NIF). 	<p>Active Tasmania (formerly Sport and Recreation Tasmania) has advised of significant changes being implemented to the National Integrity Framework (NIF) which Bowls Australia and subsequently Bowls Tasmania has adopted.</p> <p>BA has been made aware of these changes as BTAS have simply adopted its NIF policies to date. BA has advised that it has received a grant for a part-time 12-month role (in conjunction with Softball Australia) to address the changes and what needs to be done by BA and STAs to conform to the changes.</p> <p>In the meantime, Anne Mullavey has updated our outdated Risk Management Policy – dated 2004 – which is based on the Bowls WA policy – and this was circulated to Board members before the meeting and was approved.</p>	<p>CEO to put on website.</p>
<ul style="list-style-type: none"> • Tasmanian Pathways Coach 	<p>BA has suggested splitting the Pathways Coach roles and responsibilities (which would be done by Rebecca Van Asch) with the inclusion of a Satellite Coach, working alongside the Pathways Coach for a twelve-month transition period. The Satellite Coach will be a part—time one day a week contract position. The primary role of the Satellite Coach would be to develop a Tasmanian Academy, as a feeder group for those athletes hoping to work their way into the Pathways Squad. Hopefully with the creation of this academy it would ensure that we do not lose any strong Tasmanian candidates as they filter out of the junior program but still need further development, or for those juniors nearing the end of the junior years but needing assistance to further their craft. The Satellite Coach would work closely with BTAS assisting with coaching and development of a high-performance plan for BTAS. It was resolved to approve the BA proposal.</p>	<p>CEO to advise BA.</p>

<ul style="list-style-type: none"> • Review of BowlsLearn Fees. 	<p>At the December 2022 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.</p> <p>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. This will be done by October 2023.</p>	<p>Treasurer and CEO.</p>
<ul style="list-style-type: none"> • Tasmania Tridents 	<p>At the June 2023 Board meeting, it was agreed that Phil Prouse will re-draft the BPL Committee Terms of Reference building in his proposed changes, which will then be used as the starting point for further discussion at the next Board meeting. Bernard Knight advised that he was happy to be involved in discussions regarding the changes. This has not yet been done but Phil Prouse undertook to talk to the President and CEO and have the changes ready for the next Board meeting.</p>	<p>Phil Prouse.</p>
<ul style="list-style-type: none"> • High Performance Committee. 	<p>If any Board Member would like to be on the re-vamped BPL Committee, please contact the CEO or President.</p> <p>A meeting with the Minister for Sport has been arranged for Wednesday 23 August 2023 to discuss ongoing Government funding for the Tasmania Tridents.</p> <p>At the May 2023 Board meeting, it was agreed that a High-Performance Committee consisting of Bernard Knight, Mark Strochnetter, Phil Prouse and Rob McGuire be set up to consider a number of matters raised at a meeting of selectors, coaches and senior open players on 10 May 2023 and report back to a future Board meeting.</p>	<p>Board Members.</p>

<ul style="list-style-type: none"> • Suggestions and issues from Gala Week Championships including changes to Conditions of Play. • Development of BTAS three-year budget. 	<p>The Committee has not met yet due to Bernard Knight being overseas and the CEO's annual leave. In addition, Mark Strochnetter has advised that, as he is no longer on the Board, it would be best if the new HP director or one of the state coaches fill his spot on the committee. At the June 2023 Board meeting, it was agreed to leave this matter until this Board meeting where it was agreed to leave this until the new Satellite Coach is appointed.</p> <p>Bernard Knight advised that he was on all committees as an ex-officio member and he would prefer not to be on the High Performance Committee. If any Board Member would like to be on the High-Performance Committee, please contact the CEO or President.</p> <p>At the March 2023 meeting, it was resolved that the CEO should look at the issues and suggestions from March 2023 Gala Week and come back to a future Board meeting with suggested outcomes and recommendations. A number of changes to Conditions of Play were also approved – and these will be done in conjunction with any changes agreed to because of issues and suggestions made at Gala Week. This has not yet been done but will be done by October 2023.</p> <p>At the March 2023 meeting, it was agreed that the Treasurer and CEO should look at developing a BTAS three-year budget over the Winter months. This has been done and was circulated to Board Members prior to the meeting. Treasurer David Back spoke to the budget which he emphasised will supplement and not replace the annual budget. It was agreed to note the three-year budget.</p>	<p>CEO to list on agenda for next Board meeting.</p> <p>Board Members.</p> <p>CEO</p>
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<ul style="list-style-type: none"> • BTAS Committees and CEO workload. • Coaches for Senior Teams in 2024 and beyond. • Board Director Vacancies. 	<p>At the March 2023 meeting , the CEO reported that It would help with his workload if the various BTAS Committees could move towards appointing their own Chairs and a minute-taker which should not be the CEO. It was agreed that the CEO should raise this matter with the various Committees. This has been done and resolved with all but the BPL Committee.</p> <p>At the April 2023 meeting, it was agreed that it would be good to have coaches for Senior teams at The Nationals, but it is not essential. The CEO contacted all current Senior players to seek their thoughts on this matter. Responses were received from four out of twelve men of which three were in favour of having a coach. Responses were received from five women of which four were in favour of having a coach. At the June 2023 meeting, it was agreed to look at what this would cost and consider it further at a future Board meeting. This has not yet been done.</p> <p>At the last Board meeting, it was agreed to approach Lynne McDougall to see if she would be interested in taking on the Disability position on the Board as an Appointed Director. Lynne accepted the Board's invitation and Directors approved her appointment out-of-session as an Appointed Director for eleven months until after the conclusion of the next AGM.</p> <p>Bowls North-West has not nominated a replacement to fill the vacancy for a North-West woman. Accordingly, it is up to the BTAS Board to identify and fill the position. Phil Prouse undertook to contact Dee Harman and see if she is interested in filling the vacancy. It was also agreed that the CEO would write to all BNW clubs to see if anyone is interested in filling the vacancy.</p>	<p>BPL Committee.</p> <p>CEO to cost this and submit to a future Board meeting.</p> <p>Phil Prouse to contact Dee Harman. CEO to write to BNW clubs.</p>
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<ul style="list-style-type: none"> • State Team Uniforms. • Junior Development Under 18 Travelling Interstate Policy. • Matters Arising from RCC Meeting May 2023. <ul style="list-style-type: none"> ➤ Use of synthetic greens for BTAS events. ➤ Markers for BTAS Bowling Arm Singles events. 	<p>Except for Under 18 uniforms, all State uniforms for The Nationals have been received and have started to be distributed. All old-style uniforms with the old BTAS logo have been replaced.</p> <p>Following discussion at several Junior Development Committee meetings, the Players and Officials Travel, Accommodation, Meals and Expenses Policy (Including Co-Contributions) has been amended to improve safety and protection of juniors and officials when travelling to national events. The amended policy was circulated to Board members before the meeting and was approved subject to including applicability to disability bowlers.</p> <p>A motion by BTS to enable BTAS to change its Conditions of Play to enable synthetic greens to be used for BTAS events failed to get a seconder, but President Bernard Knight advised the meeting that the matter would be considered by the BTAS Board in any case. The Board agreed that there should be no discrimination in favour of either synthetic or grass greens in the allocation of BTAS events provided that whatever surfaces are used are up to a required standard on which to play BTAS events. It was further agreed that BTAS Conditions of Play be amended accordingly as outlined above.</p> <p>Concerns were raised that competitors in the Bowling Arm State Championships were also required to mark their singles game in the sectional play part of the championships. Can markers be provided for all these games? The Board agreed to refer this matter to the regions for their thoughts on this matter.</p>	<p>CEO to put on website and send to Under 18 coaches, manages, players and the Junior Development Committee.</p> <p>CEO to amend State-Wide Challenge and Events Conditions of Play.</p>
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<p>➤ BTAS Weather Policy.</p>	<ul style="list-style-type: none"> ➤ BNW advised that all players have Conditions of Play to read, and if they think they cannot compete under the conditions, then they should reconsider entering. Another idea was also for the player themselves to try to find a suitable marker to stand in for them. If one discipline gets markers, then should not everyone, we all know how hard it is to find volunteers. ➤ BN advised that it is clear in BTAS Conditions of Play that it is a requirement for players in bowling arm singles matches to mark games and players that enter are required to mark a match. If a player is unable to mark a game as per Conditions of Play, then they should consider not entering the event. If a player is unable to mark a game when required, they should find themselves a suitable replacement and inform the controlling body and penalties should be applied to repeat offenders. ➤ BTS believe that host regional bodies should provide markers for bowling arm and disability singles events. <p>It was agreed in singles sectional play, that players should mark their game as required or find someone to mark that game for them.</p> <p>BTS requested that BTAS prepare a weather policy. The BA policy refers to the Weather Policy of State Authorities as the guiding document for Controlling Authorities within each State. It was agreed that the BTAS Board would prepare a State Weather Policy which should include conditions for indoor centres. The draft policy was circulated to Board members before the meeting and was approved.</p>	<p>CEO to amend Conditions of Play.</p> <p>CEO to put on website and circulate to regions.</p>
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<p>➤ Selection Policy and Selectors.</p>	<p>BTAS works hard to seek sponsors – and in the past twelve months has put sponsorship proposals before ACEIT, J Carroll Club Promotions, Henselite, Puma, West Coast Clothing, A-Hemp, Juicy Isle, Cadbury – unfortunately not with a lot of success.</p> <p>The Board believed that clubs would not support a DJ Motors raffle or similar.</p> <p>BNW advised that it was noticeable that not all Selectors attend relevant State-Wide Challenge or State Championship events, or if they do attend, they do not always appear to be watching players in action. This needs to be addressed, by the Chairman of Selectors. The current Selection Policy requires Selectors to attend semi-finals and finals of State Championships, and to attend state trials, practice sessions and State-Wide Challenge events to assess the suitability of players for selection. This is not always happening.</p> <p>It was agreed that the RCC’s concerns be communicated to the Chairman of Selectors and all Selectors.</p>	<p>CEO to write to Chairman of Selectors and all Selectors.</p>
<p>6) Inwards / Outwards Correspondence</p>	<p>The CEO circulated a correspondence report prior to the meeting. Moved: Phil Prouse Seconded: Anne Mullavey “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"> • Bowls Tasmania South – Seniors SWC 2023-24 - It has already been agreed to trial the Northern based SWC in 2023-24 and that decision still stands. It will be reviewed at the end of the 2023-24 season. 	<p>CEO to advise BTS.</p>

	<ul style="list-style-type: none"> • Trevor Docking – Concerned at seeking co-contributions from Open players – Concerns were noted; however, the Board believes that the new co-contribution policy is fair and equitable for all players representing Tasmania. • Sophie Fletcher – Request that Selectors be chosen as Team Managers and all Selectors travel with State teams – Selection Policy has been amended so that Team Managers for each division will be chosen from Selectors for that division. 	<p>CEO to advise Trevor Docking.</p> <p>CEO to advise Sophie Fletcher.</p>
7) Reports		
a) President	Bernard Knight - As per his written report submitted prior to the meeting.	
b) Treasurer	<p>David Back circulated his Financial Report prior to the meeting. Moved: David Back Seconded: Lynne McDougall “that the reports for June and July 2023 and payments therein be ratified”. Carried</p> <p>Moved: David Back Seconded: Phil Prouse “that Bendigo Bank signatories be changed as follows: Remove: Rebecca Van Asch and Graham Hay Add: Bernard Knight”. Carried</p>	CEO to arrange.
c) CEO	<p>Rob McGuire circulated his CEO report prior to the meeting. Highlighted items were discussed as follows:</p> <ul style="list-style-type: none"> • Changes to the Men’s Open and Disability State teams were approved by the Board out-of-session. • The State Under 18 Team was approved by the Board out-of-session. 	<p>CEO to advise players and officially announce changes.</p> <p>CEO to advise players and officially announce team.</p>

	<ul style="list-style-type: none"> • Disability Team Manager - The Board agreed out-of-session to grant dispensation to Lynne McDougall and re-confirmed her appointment as the Disability Team Manager. • State Women's Senior Coach – Rae Simpson will be in WA whilst the Senior Sides Championships are on and has offered to coach the Women's Senior Side at no cost to BTAS. Concerns were raised at setting a precedent if this happens. Approval was given to appoint Rae Simpson as Women's Senior Coach as a one-off situation to see how it works and provided that no costs are incurred by BTAS in making it happen. • Active Tasmania State Grant half-yearly report was approved by the Board out-of-session. • Sponsorship Packages for the Tasmania Tridents and Bowls Tasmania were circulated to Board members before the meeting and were approved. • The upgraded Smoke Free and Alcohol Policy was circulated to Board members before the meeting and was approved. • State-Wide Challenge (SWC) – Conditions of Play for 2023-24 were circulated to Board members before the meeting and were approved. 	<p>CEO to contact Rae Simpson.</p> <p>CEO to submit report to Active Tasmania.</p> <p>CEO to put on website.</p> <p>CEO to put on website and circulate to regions.</p>
<p>d) Board Member Portfolios</p>	<p><u>Diversity & Change and Strategic Planning</u> – Anne Mullavey - As per her written report submitted prior to the meeting.</p>	

	<p><u>Junior Development</u> - Jane Pickett – As per her written report submitted prior to the meeting. It was agreed to advise clubs of Tasmania's Child Youth Safe Organisation Framework (CYSAF) and encourage them to subscribe to the CYSOF newsletter to keep up to date.</p> <p><u>Bowls Premier League and Match Committees</u> – Phil Prouse – No report received.</p> <p>Concerns were raised that several members of the Tasmania Tridents team have chosen not to travel to Brisbane on the morning of Sunday 12 November 2023 with the rest of the team to compete in BPL#18, but instead have chosen to play in Bowls North Pennant on the Sunday and then travel to Brisbane that night. This means they will miss a whole day's practice with the team on the actual greens that they will be competing on in BPL#18 the following week. It is Board policy that, wherever possible, all players and officials who are representing Tasmania are expected to travel together as a team. It was agreed to write to the team members concerned and ask them to reconsider their decision and instead travel to Brisbane with the rest of the team.</p> <p>It was agreed that the BPL Committee Terms of Reference should be amended to include what is expected of team members if they wish to be part of the Tasmania Tridents team.</p> <p><u>Disability</u> – Lynne McDougall - Advised that she had attended the Disability Fundraising Carnival at Kings Meadows on 20 August 2023 and handed out State uniforms. It was a great day and over \$1,500 was raised on the day to assist the disability team attend the Para Nationals.</p> <p><u>High Performance</u> – No report received.</p>	<p>CEO to write to clubs.</p> <p>CEO to contact team members.</p> <p>Phil Prouse to include in revamped Terms of Reference.</p>
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	<u>Officiating and Bowling Arm</u> – Leonie Price – As per her written report submitted prior to the meeting. Phil Prouse advised that he will be attending the National Bowling Arm Championships and can assist if required.	
e) Club Support Manager Tasmania	This position is currently vacant.	
8) Monitoring of Strategic Plan	President Bernard Knight and the CEO agreed to meet with Anne Mullavey to discuss how this will happen. The aim is to set aside time at each Board meeting to discuss progress to date on completion of targets in the Strategic and Operational Plans.	President and CEO to meet with Anne Mullavey.
9) General Business		
a) Bowls Australia's Financia Positions.	Treasurer David Back raised concerns at the current financial position of BA. It was agreed that the BTAS Board expects BA to solve their own financial problems and not pass them on to STAs and subsequently regions and members via increased affiliation fees.	President and CEO to raise at BA STAs State Consultative Body (SCB) meetings on Gold Coast on 30 and 31 August 2023.
b) Next RCC Meeting.	It was agreed that the next RCC meeting will be held at Longford (subject to confirmation of availability) on Monday 25 September 2023 at 10.30am.	CEO to contact Longford and regions.
10) Close and Date of Next Meeting	Meeting closed at 3.47pm. The next meeting will be held at the Longford Bowls Club (subject to confirmation of venue from Longford) on Monday 25 September 2023 immediately following the conclusion of the RCC meeting with an aim of finishing the Board meeting by 3pm.	CEO to contact Longford.