



## **MINUTES**

### **BOARD MEETING**

**Date: 18<sup>th</sup> February 2019**

**Venue: PENGUIN BOWLS CLUB**

**Time: 7.00 pm**

#### **1. MEETING PROCEDURES AND ATTENDANCE**

##### **1.1. ATTENDING**

Phil Prouse     President

Gwenda King   Vice-President/Director

David Jeffrey   Vice-President/Director

Mike McHugo   Director

Alison Munting Director

Evol Kaine     Director

Tracey Little   CEO

## 2. APOLOGIES

Val Carey      Director

## 3. ADOPTION OF MINUTES

Recommendation: That the minutes be accepted as presented:

Moved:            Dave Jeffrey                      Seconded:            Mike McHugo

Carried: Yes

## 4. BUSINESS ARISING FROM MINUTES

- Welcome to the new Board Directors – Evol Kaine and Alison Munting. Evol Kaine has moved into Dave Jeffrey open position and Alison Munting has moved into Tracey Little open position. Evol Kaine will serve the remaining 2-year term and Alison Munting will serve the remaining 1-year term as a casual vacancy.
- Coastal Championships – are they too hard to complete in the time frame? For discussion next season. Clubs not being able to attend, email trail found. Fines to be waived at this stage. Email sent to Match Committee - 24/02/19.
- Trophies, badges and Medallions – Board approved ordering of pennant final medallions. All ordered.
- Club Championship ends – Different ends men and women. Clubs can run how they wish, but coastal should be 18 ends. COP to be updated.
- Finance Corrections – Invoices sent, all clubs have paid.
- Finance Committee – meeting to be held between the committee members – Mike McHugo, Dave Jeffrey and Tracey Little.

## 5. CORRESPONDENCE:

- Email Val Carey – Email to be sent to Men’s Match Committee re: to name it is a Men’s Match, so ladies do not get confused. Email sent - 24/02/19.
- SWC Selectors – Expressed by a selector – doing both open and senior is hard work. Put forth that they should be separate. Board to set up an Event Sub-Committee for a Thank – you day and Brainstorming session. Inviting selectors, umpires, BT Reps, NW Board, match committee, etc to attend. TBA.
- Dulcie Green – this event was postponed, to be scheduled for another date. Noelene Purton to organise new date/venue.

- Sport TG – step by step guide. To meet Noelene Purton email. Sent to all clubs.
- Delegates Meeting – TBA. To meet Noelene Purton email.
- SWC Bus Transport – accommodation is paid, not transport at this time.
- Letter from Devonport Eagles – Selection Criteria. Email sent 24/02/19.
- Letter from Penguin Club – re Classic. Read and appreciated.
- Email Kelly Gilchrist – Club issue. Email sent – 24/02/19.

Recommendation: THAT the correspondence be received.

Moved: Gwenda King

Seconded: Mike McHugo

Carried - Yes

## 6. FINANCE/CEO:

Summary of Financial Position – Handed Out.

Recommendation: THAT the comments/discussion re CEO/ Financial Report is noted.

THAT the Financial statement be received, and the accounts ratified as presented.

Moved: Mike McHugo

Seconded: Dave Jeffrey

Carried - Yes

## 7. OTHER BUSINESS:

- Phil Prouse – Annual Dinner was discussed. Idea put forth of a Cocktail type function with Presentation. Events Sub-Committee to organise. Proposed Date – TBA.
- Mike McHugo – Duties of individual board members – what portfolio would members take on. Strategic plan to be put on the website. Mike explained the plans for the future, updating the policy database and to be put on the website. Mike happy to do up drafts for the board to look at and pass. Email North and South re: wrong website link. List of Achievements. Tracey Little added the Strategic plan is on the website. Mike McHugo is working on Drafts. Some links have been added to website. North and South have been emailed re: correct website details for NW.

## 8. GENERAL BUSINESS – Issues raised by board

- Dave Jeffrey – Uniform standard – pennant attire, uniform policy. Email sent to all clubs 24/02/19.
- Uniforms for new board members. Ordered.

- Mike McHugo – Match Committee using old templates and logos on correspondence. Email sent to Match Committee - 24/02/19.

## **10. NEXT MEETING**

Confirmation of next Board Meeting Monday, 18<sup>th</sup> March 7pm at Penguin Bowls Club.

Meeting Closed: 9.35pm