



MINUTES

BOARD MEETING

Date: 19th November 2018

Venue:

ULVERSTONE BOWLS CLUB

Time: 7.00 pm

1. MEETING PROCEDURES AND ATTENDANCE

Meeting opened at 7.04 pm

1.1. ATTENDING

Phil Prouse President

Gwenda King Vice-President/Director

David Jeffrey Director

Val Carey Director

Erin Sesara CEO

Tracey Little Director

Mike McHugo Director

2. APOLOGIES

3. ADOPTION OF MINUTES

Recommendation: That the minutes be accepted as presented:

Moved: Val Carey

Seconded: Gwenda King

Carried: Yes

4. BUSINESS ARISING FROM MINUTES

- Mixed Calendar of Events has been added to the Webpage
- David has spoken to Ali re Boxer's article in the Newspaper
- Wynyard and South Burnie now doing sandwiches for afternoon tea
- Phil spoke to Allan Duncan – Devonport Eagles, one body operates out of Spreyton, one out of Devonport and one they have a joint body to oversee new complex. The new complex is slowly going ahead. Greens supposedly being started in December. Club house should be ready by October 2019.

5. CORRESPONDENCE:

- Hats for BNW team – Email from Bob Franklin with quotes on purchasing 50 hats for BNW Men's open, over 60s, and junior teams. The board discussed this proposal. It was discussed that an option might be to get players paying \$5 towards their own hat. Decided not to go with this. Erin to instruct Bob Franklin to order 50 plus have half dozen bucket hats. These hats will be given to team 1 of the Open and Over 60's, juniors, coach and team manager.
- Resignation letter of CEO Erin Sesara – Erin to advertise for a new CEO.
- Invoice from Bowls Australia re Umpires shirt (R. Bebbington)

- Bowls Tasmania – announcement of Simon Morrison as acting CEO for Bowls Tasmania.
- Noelene Purton – re Phillip Stewart membership – doesn't need a clearance as he hasn't played pennant for two seasons.
- Port Sorell – email detailing payment of fees
- Latrobe – Invoice for payment of fees
- Sheffield – Invoice for payment of fees
- Turners Beach – Invoice for payment of fees
- Railton – Invoice for payment of fees
- Penguin – invoice for payment of fees
- Viewmont – invoice for payment of fees
- Ulverstone – Invoice for payment of fees
- Devonport Eagles – Invoice for payment of fees
- Ridgley – Invoice for payment of fees
- Wynyard – email regarding payment of fees
- Complete Stationary – Invoice for Boxer Stephens office supplies \$255.55
- Bowls Tasmania – Announcement re COP – discussion have ceased.
- Tracey Little clearance – Ulverstone to Wynyard
- Smithton – email detailing payment of fees
- East Devonport – email regarding payment of fees
- Bob Clifton – email regarding number of members playing on the NW Coast
- South Burnie – email regarding payment of fees
- Bowls Tas – Open Statewide Challenge will be held at Kings Meadows Dec 16
- Netregistry – Invoice \$9.95 PAID
- Pauline Shaw – Draw for BNW Ladies Championships
- Netregistry – renewal of website address
- Railton Bowls Club – Change to club contacts
- Bob Franklin & Dee Harman – email asking for expressions of interest for over 60's flyers to be sent to clubs
- Glen Stephens – Email to remind clubs that the secretary of Match Committee should be first notifies with green closures.
- Bowls Tasmania – A guide to registering bowlers with bowling arms
- Bowls Tasmania – Email informing who is registered on NW Coast to use a bowling arm
- Clearances for Stephen Darke & Allen Brown

Recommendation: THAT the correspondence be received.

Moved: Tracey Little Seconded: Mike McHugo Carried

6. FINANCE/CEO:

Summary of Financial Position - See attachment

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

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

Moved: Val Carey Seconded: David Jeffrey Carried

7. OTHER BUSINESS:

a) BNW Vice President & CEO

David Jeffrey is open to take on the role of Vice President but is unable to take on the RCC Rep role. The Board of BNW agreed to appoint David Jeffrey as Vice President Male until June 2020. Erin to call for expressions of Interest to fill a casual vacancy until June 2020 for an ordinary board member. Expressions of interest to close Dec 10. Erin to speak to Bob about Job application that was advertised in April 2017 for CEO. Erin to email Phil with copies for approval, then Tracey, then onto clubs. Erin to send application to print in Advocate Saturday November 24.

b) Roles & Responsibilities of Board of Management

Mike showed a position description for CEO to Board that he has been busy working on. Mike also has been compiling duty statements for all board members. Mike discussed duty statements for president, vice president and board directors. Board members must take on a role within the duty statement. At this stage, each Board member has agreed to take some of the duties presented.

8. GENERAL BUSINESS – Issues raised by board

- Mike – Results portal is great, it's a great credit to Erin. We need to push it amongst the clubs to get them to use it and have a look.
- Mike – Erin to double check Club Contacts on the Website and update if necessary.
- Mike - Port Sorell have received an email requesting annual fee for playing music in public. This is for real and action should be taken to follow the request.
- David – Bowlers are not wearing correct attire. What is the procedure? Bowlers are to receive a warning after a warning they will receive a fine. Many people out of uniform lately. Phil to speak with South Burnie re uniform players wore at the recent Coastal Fours Championships.
- Erin to email Smithton to inform them that Club Championships are not OPEN and it is unacceptable to play women in coastal championships. This was raised at the delegates meeting and all clubs were informed.
- David – There were many subs playing in champion of champions championships.
- Gwenda –suggestion of another workshop offering assistance with results portal.
- Phil – BA have said bowls is over governed in the county. Sports Australia have said this to BA. Regional boards would be dropped, and clubs will deal directly with BTAs. This is maybe 4/5 years away. Board may disappear and we would just be left with match committees to deal with BTAs. Therefore, match committee members would be answerable to BTAs.

10. NEXT MEETING

Confirmation of next Board Meeting Monday December 17th, 7pm at Penguin Bowls Club.

Meeting Closed: 9.03 pm

BOWLS NORTH WEST FINANCIAL STATEMENT - October 15 - November 19, 2018

Opening Balance

\$12,998.74

Date	Transaction Description	Debit	Credit	Balance
16-Oct-18	East Devonport 3x Clearance Fees		\$30.00	\$13,028.74
25-Oct-18	East Devonport Jackson Clearance Fee		\$10.00	\$13,038.74
25-Oct-18	Wynyard Fees		\$5,990.00	\$19,028.74
25-Oct-18	Viewmont Fees		\$724.00	\$19,752.74
25-Oct-18	Netregistry	\$9.95		\$19,742.79
26-Oct-18	East Devonport Fees		\$3,453	\$23,195.73
26-Oct-18	South Burnie Fees		\$6,000.00	\$29,195.79
26-Oct-18	E. Sesara Honorarium	\$1,250.00		\$27,945.73
29-Oct-18	South Burnie Fees		\$4,226.00	\$32,171.79
29-Oct-18	Smithton Fees		\$5,197.00	\$37,368.79
29-Oct-18	Devonport Eages Fees		\$9,395.00	\$46,763.79
29-Oct-18	Ann Clacher Laundry	\$100.00		\$46,663.79
30-Oct-18	Penguin Fees		\$9,245.00	\$55,908.79
31-Oct-18	Interest		\$1.54	\$55,910.33
	Branch Deposit - Clearances x 5, Railton Fees \$3009, Latrobe Fees \$10073, Ridgley Fees \$5625, Ulverstone Fees \$9869, Sheffield Fees \$5465, Ladies Match Committee \$182		\$34,273.00	\$90,183.33
6-Nov-18			\$468.00	\$90,651.33
9-Nov-18	Devonport Fees - New Members		\$7,247.00	\$97,898.33
12-Nov-18	Turners Beach Fees		\$1,650.00	\$99,548.33
12-Nov-18	Wynyard Fees		\$9,098.00	\$108,646.33
13-Nov-18	Port Sorell Fees		\$23.99	\$108,622.34
15-Nov-18	Netregistry Domain Renewal for Website address	\$23.99		\$108,572.34
15-Nov-18	Xero Subscription	\$50.00		\$108,522.34
19-Nov-18	Ross Bebbington Umpire Shirt	\$50.00		\$108,522.34
			CLOSING BALANCE	\$108,522.34