



MINUTES of the Board of BOWLS WA

Meeting held on Friday 23rd August 2019 held at Bowls WA commencing at 8.00am.

1. PRESENT

Kerry Andersen, Ross Warburton, Debbie Capper Larry Bandy, Vince Del Prete, Marc Abonnel, Lee Bunney

The President welcomed Lee Bunney to her first Board Meeting and trust she enjoyed her time as a Director.

1.1 In attendance:

Ken Pride (CEO), Aaron Delaporte (part)

1.2 APOLOGIES

Lisa Featherby, Hendy Cowan

1.3 CONFLICT OF INTEREST

Nil

1.4 CONFIRMATION OF MINUTES

The Minutes of the Meeting held on Monday 1st July 2019 were confirmed as a true and accurate record.

Moved: Ross Warburton

Seconded: Vince Del Prete

Agreed

2. STRATEGIC ITEMS FOR DECISION

2.1 BWA Staff Leave Policy

The CEO tabled the recommendation from the Audit, Risk and Finance Committee concerning outstanding staff leave. There was discussion on the opportunities to reduce outstanding leave, including the legislation around the “payout” of leave during the year. The CEO will clarify the rules around this matter.

The Board endorsed the recommendation(s), which will be added to the staff handbook. These were:

1. *It is BA’s position that staff are encouraged to take their annual leave when due and take their full accrued entitlement each year.*

BA may direct the Employee to take a specific amount of annual leave during a period if he/she has accumulated annual leave greater than or equal to six weeks. Annual Leave is to be taken within 18 months of the entitlement accruing. For the purpose of ensuring accrued annual leave is taken within the period and in the absence of agreement as provided for in the National Employment Standards, an employer may require an employee to take a period of annual leave from a date provided the employee is given at least 28 days notice.

2. *For operational reasons the Bowls WA offices may close over the Christmas and New Year period. For this period the working days that fall between Christmas and New Year will be treated as a “staff bonus” and not be debited against the annual staff leave entitlement.*

These recommendations were formally

Moved – Larry Bandy

Seconded – Debbie Capper

Agreed.

Action: The CEO to clarify the legislation as it relates to the payout of outstanding staff leave.

4. REPORTS

4.1 President

The President tabled her written report which highlighted the following:

- Attendance at the Yokine BC awards evening, which was warmly appreciated,
- Attendance at the funeral of past president and life member Gail Susac,
- Outcomes of the AGM as previously discussed, with a presentation made to Brian Burton for his services,
- The first appointment within the High-Performance structure with Linda Warburton appointed to the Academy Coach role.

The President's Report was accepted as read.

4.2 CEO

No further report

4.3 Bowls Management

Marc Abonnel referred to the Minutes of 8th July, with no questions asked by the Board, however the President noted discussion on the Awards Night and agreed that some changes were required given the time lag between events and the awards night when the new Bowls Australia events model commences in 2020. This will be part

4.4 Club Development

Vince Del Prete noted the Minutes of the meeting held 21 July and the recommendations already discussed and approved earlier in the meeting. Nothing further with Aaron Delaporte to give a presentation later in this meeting.

4.5 Country

Ross Warburton noted that clubs were currently arranging fixtures through their Leagues and when complete would need to be forwarded to the office in preparation for the affiliation invoicing in early October.

Issues surrounding Donnybrook playing in both SW and Blackwood Leagues have quietened with teams entered as offered.

The CCES would appear to more organised than in past years within the zones, with to his knowledge the EZ, SZ and SWZ organised as required.

4.6 Finance

Larry Bandy noted the accounts for the period ending 31 July, which were accepted. Larry further confirmed the signing of Liquor Traders Australia for the next two years as the naming rights sponsor of the state mixed pairs later in the season.

The committee had considered the Risk Register at its previous meeting and will discuss in greater depth any required amendments at its next meeting. **NOTED.**

Aaron Delaporte joined the meeting.

5. GENERAL BUSINESS

5.1 Staff presentation – Aaron Delaporte

Aaron gave an excellent presentation on behalf of the Club Development Committee on the proposed advertising and promotional campaigns schedule for the latter months of this year. A combination of radio and social medias were planned as was the use of Russell Woolf as the BWA Ambassador. It was important of course that Russell was kept up to speed with coming events etc. to maximize his opportunities for promotion.

The dashboard in a slightly summarized form will be able to be used in communicating the areas that BWA is promoting the sport and should complement well the proposed Bowls Australia planned promotions due to launch in December and the New Year.

The President thanked Aaron for the time taken to pull together the presentation, with Ross Warburton commenting on the importance of publicizing the dashboard document.

Aaron Delaporte left the meeting.

5.2 Bowls Australia / Croc Media partnership

The CEO had previously distributed a memo from BA CEO Neil Dalrymple which detailed the Croc Media partnership – a very exciting initiative for the sport. Croc Media would also form part of the BWA media campaign.

5.3 The Nationals – October 2020

The CEO brought the Board up to speed with the latest developments and on-going work by Bowls Australia.

5.4 Perth Suns team and competition update

The CEO updated Board members on the competition make-up and teams, with Dandenong, Tweed Heads and Adelaide entering the competition.

5.5 Internal Board evaluation and IIP briefing

Confirmed with Glenn Morley for Monday 14th October at 8.00am.

5.6 158 Main Street – Building painting

The CEO noted this issue was raised at the 2018 strata meeting, with quotations to be discussed at the 29 August meeting. Although funds were held in the strata reserves for such a requirement the CEO believed this was not required at this time and recommended a deferment for 12 months.

The Board agreed.

5.7 Champion of Champions event

Larry Bandy updated the meeting on the actions in preparation for the Champion of Champions event to be held at South Perth Bowling Club. He was in direct liaison with Bowls Australia and all preparations were on track. It was exciting to note a full field of both men and women had confirmed their intention to play.

5.8 Rossmoyne Bowling Club – PBA incident

Marc Abonnel enquired as to any actions that BWA were required to take with an unsavory incident during the PBA qualifying event at Rossmoyne BC. The CEO noted the BWA By Laws which covered such an issue between two club members and the process that the home and visiting club were required to take. The CEO was requested to find out what stage this issue was at between both clubs. **NOTED.**

5.9 BPL Cup

Larry Bandy noted the regional finals were to be played this coming weekend with the final to determine the teams to represent WA to play at South Perth BC on 29 September.

5.10 December Board Meeting

Board Members please note that the December Board Meeting will be held on Friday 20th December, commencing at 10.00am.

There being no further business the meeting closed at 10.00am.

Next Meeting: Monday 23rd September (with Country Committee invited to attend).