



MINUTES of the Board of BOWLS WA

Meeting held on Friday 22nd May 2020 at Bowls WA commencing at 7.50am

1. PRESENT

Kerry Andersen, Ross Warburton, Larry Bandy, Marc Abonnel, Lee Bunney, Lisa Featherby, Doug Kelly, Debbie Capper, Vince Del Prete, Hendy Cowan

1.1 In attendance:

Ken Pride (CEO)

1.2 Apologies

Nil

1.3 Conflict of Interest

Nil

1.4 Confirmation of Minutes

The Minutes of the Meeting held on Monday 23rd March 2020 were accepted as a true and correct record.

Moved: Larry Bandy

Seconded: Vince Del Prete

Agreed

2. STRATEGIC ITEMS FOR DECISION

2.1 Club Affiliation Fee support

The Board noted the recommendation received from the Audit, Risk and Finance Committee from its meeting of 11th May. The CEO then took the Board through the various scenarios, including the likely surplus for 2019/20, the revised Budget for 2020/21, the Bowls Australia affiliation fee due and the position of various BWA sponsors.

From the outset the Board agreed with the AR&F committee recommendation of passing the full Cash Flow (PAYG) stimulus received from the Federal Government to the clubs by way of a reduction in the 2020/21 Club Affiliation Fee. This stimulus would be further supported by the remaining surplus and the projected surplus for 2020/21, pending the continued relaxation of restrictions on club's normal income generating opportunities – anticipated to be no later than August.

The CEO noted the cancellation in 2020/21 of events including the Nationals and the Annual Dinner & Awards Night, each of which impact substantially on expenditure within the budget, contributing to an anticipated surplus in 2020/21. This would be balanced by continuing unknowns in the re-signing of major sponsors, the conduct of the November BPL which was cash positive and the depressed return on investments for the coming year.

Updates on the position of other States & Territories was noted, with Queensland and NSW doing it particularly tough given their club affiliations were due and payable in April/May and given club closures a number had signalled to their Associations their inability to pay or at least heavily discount their fees payable. Certainly, the southern states of SA, Victoria and WA were better placed financially due to the differing bowling seasons.

In discussion the Board agreed to inform clubs as soon as possible on the fee reduction to enable clubs to plan their own finances for 2020/21:

It was therefore RESOLVED to:

- 1. Cancel the 1% increase planned for the total income generated by affiliation fees from metropolitan clubs and,**
- 2. Reduce the total affiliation fee income derived from country and metropolitan clubs by 20% for the 2020/21 season.**

It was noted that the recommendation would be based upon the continued relaxation of club restrictions to trade, prior to the commencement of the bowling season.

ACTION: The CEO to inform all clubs as required.

2.2 Distributed letter – Sorrento BC

The President informed the Board that she had met with the President of Sorrento BC for an amicable discussion. The response to the widely distributed Sorrento BC letter had been distributed to the Board and previously approved.

The CEO informed the Board that the Bowls WA response on behalf of the Board and Administration had been forward to all WA clubs as required. **NOTED.**

3. STRATEGIC ITEMS FOR DISCUSSION

3.1 Country Bowls Administration

The CEO noted the minutes received from the South West Bowling League that had voted to disband the South West Zone and going forward seek to share any responsibilities on a rotational basis amongst the relevant Leagues.

This position was in line with previous Board discussions and discussions held with the Country Committee in seeking a more efficient, effective and cheaper means of administration in country bowls. Further information will be communicated as it comes to hand from the SWBL.

3.2 Presidents' Forum responses

The CEO took the Board through the full responses from clubs to the Presidents' Forum agenda. Given the circumstances he was very pleased with the receipt of (52) clubs positions on the various matters raised, including a position on some items not sought, such as the seeking of an earlier start time for Ladies Saturday pennant – a position raised by several clubs.

The responses were not unexpected with a clear overall position presented.

These will now be shared with the clubs, potentially via a video presentation, then forwarded to the relevant committees for consideration for the coming season.

ACTION: The CEO to consider how best to inform clubs of the responses from the Forum and act accordingly, prior to forwarding to the respective committee.

3.3 Response to COVID-19 reviewed

The Bowls WA and RBM response to COVID-19 was discussed, including issues surrounding government- initiated stimulus packages and their effect on clubs, the re-scheduling of the Annual Awards Night and the proposed Metropolitan Promotion/Demotion matches scheduled.

The timings of restrictions being lifted are impossible to determine given the state government seems to change its mind on regulations almost weekly; and in some ways seem to co-incide with other state government actions. A firm date on the re-opening of club facilities is therefore very hard to predict but would appear sooner than considered possible in March.

3.4 Staff Hours

The Staff continue to operate on a 3-day roster, with 2 days drawn from annual/long service leave. This will continue for the balance of the month and will be reviewed in mid-June or as soon as club restrictions to fully trade are lifted. It was noted that Bowls Australia have extended their 4-day week until the end of June.

The Board will be kept informed of the CEO's decision on staff hours as required.

4. REPORTS

4.1 President

The President tabled a detailed written report on various matters, acknowledging the work of the staff over the last three months in difficult circumstances. As President a short video was undertaken acknowledging club volunteers in this National Volunteers Week and posted on the BWA website.

The passing of Meg Hams an inductee in the Bowls WA Hall of Fame was also sadly noted, with the President noting her long involvement in the sport.

4.2 CEO

The CEO tabled the final summation of the Operational Plan for 2019/20 which highlights objectives completed, in train and not achieved for the year. The next plan for 2020/21 will now commence in a similar format.

Hendy Cowan again sought the administration's 5/6 major objectives for the coming year, which the Board will need to be kept abreast of progress during the year. **NOTED.**

Also tabled for comment was the outcomes so far of the Bowls Australia / STA Committee on seeking the *Optimal Governance and Administration Model* for the sport; a project funded by Sport Australia and assisted by consultants SBP. A paper seeking STA Board comment on four potential options had been distributed, which would remain open until 30th June.

The CEO was on the Working Party of the project, with Vince Del Prete on the Review Committee of the project. President Kerry had been briefed by Committee Chairman Bob Boorman in a recent telephone discussion.

There was much discussion on the project, with Hendy Cowan most concerned as to its direction and end objectives, particularly if a push for more centralised control of the sport was coming from Bowls Australia and/or Sport Australia. Hendy was adamant that the sport was best administered under a bottom up model based on the Federated system rather than the top down through a Unitary / One Management structure.

The Board was requested to make comment if it wished, with the CEO to collate the various responses and return to the consultants as requested. A date of mid-June was requested for this individual Board comment to come to the CEO. **NOTED.**

ACTION: Board Members as required should they wish to make comment on the document and project.

4.3 Bowls Management

No meetings.

4.4 Club Development

No meetings.

4.5 Country

No meetings.

4.6 Audit, Risk & Finance

Finance Director Lisa Featherby noted the distributed Minutes from the committee meeting held on 11th May and the recommendations resulting from that meeting.

In noting the distributed DRAFT MYOB accounts for the end of the financial year, the various significant variations were noted for each of the key areas of income and expenditure. In the main they were surplus positive, opening the opportunity to assist clubs in a substantive way for the 2020/21 season.

Key areas where expenditure would be minimised in 2020/21, as previously discussed, were further noted.

There being no further queries on the accounts, the auditors would commence their work in BWA in the first week of June, following which they can be forwarded to clubs for comment. The primary audit comment from 2018/19 regarding outstanding leave has been assisted by the COVID-19 staffing arrangements. The CEO noted that TOIL had been expended for all staff.

Marc Abonnel was excused from the meeting.

5. GENERAL BUSINESS

5.1 Annual General Meeting

The CEO sought Board opinion on the delaying of the AGM until the latest possible Constitutional date permissible to ensure as much information is at hand on COVID-19 restrictions. The latest date is 31st August, four months following the end of financial year – although further extensions can be applied for.

It was agreed that this would be a sensible move so that up to date answers may be provided to clubs.

It was RESOLVED to postpone the AGM to Saturday 29th August and reset the key dates in the lead up as required.

ACTION: The CEO to reset the key dates and inform clubs as required.

Vince Del Prete and Hendy Cowan were excused from the meeting.

5.2 Pennant statistics – past decade

Pieter Harris joined the meeting and distributed a detailed analysis of pennant numbers (including club and region numbers) for the past decade. The fall off of Ladies Tuesday pennant numbers was particularly evident as was the increase in support of Ladies Saturday pennant.

Further discussion on these statistics to follow in future meetings.

There being no further business the meeting closed at 10.40am.

NEXT MEETING – To be confirmed.