



## **MINUTES of the Board of BOWLS WA**

Meeting held on Monday 29<sup>th</sup> June 2020 at the South Perth Bowling Club commencing at 8.00am.

### **1. PRESENT**

Kerry Andersen, Ross Warburton, Marc Abonnel, Lisa Featherby, Doug Kelly, Debbie Capper, Vince Del Prete

#### **1.1 In attendance:**

Ken Pride (CEO)

#### **1.2 Apologies**

Hendy Cowan, Larry Bandy, Lee Bunney

#### **1.3 Conflict of Interest**

During the meeting Marc Abonnel noted a conflict of interest during the discussion on the hosting of the Bowls WA Awards Night.

#### **1.4 Confirmation of Minutes**

The Minutes of the Meeting held on Friday 22<sup>nd</sup> May 2020 were accepted as a true and correct record.

**Moved:** Debbie Capper

**Seconded:** Lisa Featherby

**Agreed**

## **2. STRATEGIC ITEMS FOR DECISION**

### **2.1 Strategic Priorities for 2020/21**

The CEO had forwarded the staff considered priorities for the next 12 months and these were then discussed. Overall the priorities recommended were accepted with Doug Kelly seeking a further priority on broadening the sources of the Association's income, so that there was no reliance on any one area, in particular government grants and funding which may see a freezing or even reduction given the fallout of COVID-19 budgets. Noted and would be incorporated into the priorities for the coming year and balance of the current Strategic Plan.

**Action:** CEO to incorporate into the Plan as required.

### **2.2 By Law amendment**

The CEO tabled required amendments to the By Law as it relates to the changes in Club Affiliation Fees; no change in the Constitution is required. After consideration the changes were accepted, with a preference to add the database cut off date of 15<sup>th</sup> October into the copy. **NOTED.**

The amended By Law will now be forwarded to all clubs and added to the document on the website. Doug Kelly encouraged the use of a short video to again explain how the affiliation for clubs will be calculated, noting Ross Warburton's comment that some clubs in the south-west remained unsure of what to do.

It was RESOLVED to accept amendments to the By Law as presented noting the inclusion of the specific date.

**Moved:**

Ross Warburton

**Seconded:**

Vince Del Prete

**Carried Unanimously**

**Action:** Amended By Law to be distributed to clubs and changes made on the website, with an explanatory video to be used in the weeks prior to the database cut-off date.

### **2.3 Life Membership – Norma Samuel**

The Board had been forwarded the credentials of Norma Samuel in relation to her nomination for Bowls WA Life Membership. President Kerry noted the many Association-changing activities Norma led and fully supported her nomination for Life Membership; the first for the Association since Messrs Gilbride and Wishart since 2011.

It was RESOLVED that the Board support the nomination of Norma Samuel to Life Membership of Bowls WA

**Moved:** **Kerry Andersen**      **Seconded:** **Debbie Capper**      **Carried unanimously**

The CEO noted the process from here with a requirement that of the clubs that cast a vote 75% of clubs must be in the affirmative, with a closing date of ten days prior to the AGM, at which time the outcome would be announced.

Vince Del Prete sought a review of that process over the next 12 months, given that the Board itself would be highly unlikely to support a candidate not worthy of elevation to Life Membership of the Association.

**Action:** **For further review in the months ahead, following the 2020 AGM.**

*The Association's Auditors Reliance Auditing Services and Liz Rolt joined the meeting.*

**2.4      Auditors presentation of Accounts 2019/20**

The Association's auditors presented the accounts for the year ending 30 April 2020 to the Board, identifying certain matters regarded as being appropriate for the members of the Board to consider prior to the approval of the financial report. These items were noted as being *Significant Audit and Financial Reporting Matters and included*:

- *COVID-19*
- *Regional Every Club Program*
- *Financial markets and the decline in valuation*
- *Valuation of Land & Buildings*
- *Cost of employee entitlements for the Association*
- *Financial reporting framework*

The Board acknowledged that in their opinion the Association was able to meet its debts as and when they became payable and this was supported by the Audit opinion.

Following some clarification on matters within the accounts to the Board's satisfaction, including the outstanding staff annual and long service leave entitlements which require continual monitoring by management the Board thanked the auditors for their work.

It was RESOLVED to adopt the financial statements and report for 2019/2020.

**Moved:** **Lisa Featherby**      **Seconded:** **Vince Del Prete**      **Carried unanimously**

*The Auditors and Liz Rolt left the meeting.*

**3.      STRATEGIC ITEMS FOR DISCUSSION**

**3.1      Club Affiliation Fee responses**

The CEO noted there had been little response from clubs although Ross Warburton had received some comments of support from the South West clubs most negatively affected by the pennant-based fee last year.

**3.2      Operational Plan 2020/21**

The CEO tabled the updated Operational Plan for 2020/21, incorporating the previously tabled priorities. These would continue to be reviewed and updates presented to the Board quarterly as required. The first update will be the July quarter Board Meeting on the 27<sup>th</sup>.

**3.3      Board Meeting (with clubs)**

President Kerry reported on the positive meeting held with clubs on the 22<sup>nd</sup> June, with Board members present noting comments from club representatives. Some outcomes / actions primarily dealing with the area of effective communication may be woven into the Operational Plan for update as required. **NOTED**.

**3.4      Manning Memorial BC redevelopment**

The CEO reported on a meeting attended by representatives of the Manning BC, the City of South Perth and design consultants in preparation for a redevelopment of the Manning BC and surrounds site. An exciting project that has the opportunity for Bowls WA to be involved as a tenant in the complex. Further information will be reported to the Board as it comes to hand.

#### **4. REPORTS**

##### **4.1 President**

President Kerry tabled her report which highlighted the following:

- The meeting held with clubs on the 22<sup>nd</sup> June,
- The affiliation relief that Bowls Australia is providing to the states and territories this financial year,
- The opportunity for Board members to make comment on the Optimal Governance Project being coordinated by Bowls Australia and
- The number of clubs who have taken the shut-down of their club to renovate/upgrade their facilities.

##### **4.2 Country**

Ross Warburton noted the need to finalise dates for both ILRR and IZRR events. Rather than wait for a Country Committee meeting Ross will liaise by email with the various Secretaries and confirm dates for the calendar.

##### **4.3 Finance**

Lisa Featherby tabled the accounts for the 30<sup>th</sup> April which had been fully reported on by the Auditor, including the variations to budget.

President Kerry noted that Committees should now start considering how to reactivate with clubs now open and a new season no doubt fast approaching.

#### **5. GENERAL BUSINESS**

##### **5.1 Board nominations**

The CEO noted to the Board that nominations closed on 23<sup>rd</sup> July.

##### **5.2 BPL & BPL Cup update**

The CEO noted that a licensees meeting will be held on 13<sup>th</sup> July where discussions will be held on the ability for the events to progress (and where) this year.

##### **5.3 Bowls WA Awards Night**

*Marc Abonnel had declared a conflict of interest in this matter.*

The hosting of the Awards Night was discussed in detail, including venue and format of the evening. This would also be influenced by any restrictions that may remain in place for the preferred date of the 2<sup>nd</sup> October. It was noted that this evening was likely a “one off” given the timing of the event and restricted format, although it will allow a different form of the evening to be considered for future years.

It was agreed to hold a limited invitation only sit-down dinner at the Royal Perth Golf Club, which would be subsidised by the Association. A significantly reduced cost would be charged to all apart from special guests and sponsors, with finalists of the various awards forwarded invitations. **NOTED**.

The CEO would appoint an independent panel of judges for the “non-playing” awards and commence the drawing up of an invitation list.

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| <b>Action: The CEO as required with further details to be provided to the July meeting.</b> |
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*Marc Abonnel was excused from the rest of the meeting.*

##### **5.4 Bowls Australia financial position**

The strong financial position of Bowls Australia was noted, as forwarded by CEO Neil Dalrymple.

##### **5.5 National Redress Scheme**

The position of Bowls Australia as our national sporting organisation (NSO) was noted and supported.

##### **5.6 Australian Masters Games - 2021**

The Australian Masters Games were to be hosted in Perth in October 2021, the week prior to the commencement of the pennant season. Bowls WA had been asked to be involved in the bowls section of the event and the CEO had contacted Bowls

SA, given Adelaide hosted the event in 2019. An interesting discussion that suggested the event may be better hosted by a club/clubs rather than the state association. Further discussion on the options once the contractual arrangements are received and considered.

**5.7 BA Marketing Plan – CrocMedia**

As received from Bowls Australia with expenditures noted for coming months. The opportunity to supplement this expenditure will be declined, with a preference to run a *Gotta love the Bowlo* campaign in due course.

**5.8 Bowls and Tourism**

Doug Kelly noted the importance of linking bowls with tourism given this will likely be a substantial push by Government within WA and external once borders are opened.

**6. Upcoming Events**

The next BWA event will be the Promotion/Demotion matches to be held on the 19<sup>th</sup> September.

There being no further business the meeting closed at 11.20am.

**NEXT MEETING: Monday 27<sup>th</sup> July – 7.30am for 8.00am at Bowls WA**