



## MINUTES of the Board of BOWLS WA

Meeting held on Monday 21<sup>st</sup> September 2020 at Bowls WA commencing at 8.00am.

### 1. PRESENT

Larry Bandy, Lisa Featherby, Doug Kelly, Lee Bunney, Vince Del Prete, Glenda Cooper, Ross Warburton, Debbie Capper, Brian Lucas

#### 1.1 In attendance:

Ken Pride (CEO)

#### 1.2 Apologies

Marc Abonnel

#### 1.3 Conflict of Interest

Nil

#### 1.4 Confirmation of Minutes

The Minutes of the Meeting held on Monday 31<sup>st</sup> August 2020 were accepted as a true and correct record.

**Moved: Vince Del Prete**

**Seconded: Lee Bunney**

**Agreed**

President Larry welcomed Brian Lucas to the Board as an Appointed Director, with an important portfolio of Governance and People Development.

### 2. STRATEGIC ITEMS FOR DECISION

#### 2.1 Charter – Governance & People Development

The CEO tabled an amended Charter for the Governance & People Development Committee that was more specific in the committee's role of the review of the BWA structures, including the Constitution, By Laws, Policies, Charters and standing/operational committee's effective and efficient operations. It was acknowledged within the Charter that up to (5) persons may be nominated for Board approval to assist in the committee work, which will be considered in due course by Chairman Brian Lucas.

The Board approved the amended Charter for immediate implementation.

**Action: CEO to update relevant files/website etc of the amended Charter.**

#### 2.2 Terms of Reference – Innovations Committee

The CEO tabled an amended Charter for an *Innovations Committee* to replace the previous Bowls 2025 Committee. The intent of the committee is to continually review the current forms of the game and to consider any additional opportunities that may exist. Doug Kelly suggested two names for possible approach to join the committee and Board Director Lee Bunney also expressing an interest in being a member.

The Board approved the amended Terms of Reference and intent of the committee.

### 3. STRATEGIC ITEMS FOR DISCUSSION

#### 3.1 Bowls WA events – Welcome to Country

Following an enquiry from a club secretary, the CEO introduced a discussion item regarding a Welcome/Acknowledgement to Country at BWA major events, a practice currently not carried out. After discussion it was agreed that this was an appropriate pre-requisite for major BWA events/functions commencing with the Annual Dinner & Awards Night this year. In addition to the Awards Night, the AGM and official start of Country Week will also feature a Welcome/Acknowledgement to Country. **NOTED.**

**Action: The CEO to build this into future running sheets for events/functions as agreed.**

### 3.2 BA Optimal Governance Review

The CEO had distributed the final *Bowls Australia Optimal Governance Review Report* and highlight several sections which complemented the future work of the BWA Governance Committee in seeking for efficient ways of administering the sport. This document would be reviewed by the President and Brian Lucas for further action/comment.

The next steps in the process would likely involve a presentation at the next State Consultative Body meeting for all CEOs and President's of the STAs to consider.

It was however noticed two errors in structure within the BWA Strategic Pillars which will be amended in due course by the Governance and People Development Committee when formed. **NOTED.**

### 3.3 Bowling Arms and their promotion

Doug Kelly believes there is an opportunity to increase the number of players remaining in the sport by a more aggressive promotion of bowling arms. This would also entail the inclusion of a bowling arm module in the coaching accreditation course. The increasing number of synthetic greens in WA would benefit from a greater number of bowling arm users and given there is an emerging pathway for state teams it makes sense for BWA to provide some focus on this area. This focus may include a "road show" to encourage the use of the arms, which may require BWA to invest in several variations for training use.

The CEO noted there is a move to formalise a bowlers arm coaching module and he will confirm with Inclusive Practices Officer Denise McMillan where this is at.

**Action: The CEO as required.**

*Craig Lubich BWAs investment advisor joined the meeting.*

### 3.4 Shadforth Investment presentation

Craig Lubich had previously distributed the Shadforth Portfolio Snapshot and Risk Questionnaire for Board members to complete to better understand the risk appetite for the Board and its investments.

Outcomes for both of these were detailed by Craig in a very informative presentation, particularly in light of the COVID-19 effects on the portfolio and the future looking forward. This included any potential call by BWA on the capital invested via Shadforth and its effect on future growth.

After discussion on all aspects of the portfolio it was recommended by Shadforth's that BWA broaden its Fund's invested in to include the *Vanguard Balanced Investment Index Fund* and then rebalance evenly the invested capital across all three funds. In addition it was recommended that the excess cash held be maintained until mid-November at which time a better appreciation of the Club Affiliation Fee receipts would be better known.

It was therefore **RESOLVED** to include a third Fund, the Vanguard Balanced Index Fund within the Bowls WA investment profile, rebalance all three Funds for equal investment, maintaining the excess cash component for possible re-investment in mid/late November. **AGREED.**

*Craig Lubich left the meeting.*

**Action: The CEO to finalise the above resolution with Craig Lubich as required.**

## 4. REPORTS

### 4.1 President

President Larry tabled his written report noting attendance at the 2<sup>nd</sup> LGSCI breakfast for sport President's, with a 3<sup>rd</sup> schedule. His attendance at the recent Denison Carnival was acknowledged, enabling some discussions with attendees on various matters, some of which were referred to the RBMs.

#### **4.2 CEO**

The CEO had distributed his report, which was accepted by the meeting.

#### **4.3 Bowls Management**

No meeting.

#### **4.4 Club Development**

Vince Del Prete tabled a proposal from CrocMedia that the Club Development Committee had recommended, that incorporated radio advertising and the continued use of Bowls Ambassador Brad Hogg. The campaign which would run in November/December and again in January/February would continue to utilise the *Gotta love the Bowlo* theme, but also incorporate the use of Hogg within it.

The expenditure was within budget and merely sought to redirect the funds to the campaign. The Board supported the recommendation and looked forward to its distribution across social media and the BWA website.

Vince also noted the Winning Drive funding has been extended due to COVID-19, but it was unlikely to be extended into a continuation of the same program. This together with the cessation of the AFL Sportsready funding would end the financial support received for the BWA trainee. Vince noted the important role that had been carried out by the trainee and encouraged the Board and Management to seek a way for the position to be continued.

The CEO agreed and with the Operations Manager will investigate the financial ability to continue the position and to frame a formal job description for consideration. **NOTED.**

**Action: The CEO to note the Board support for the radio campaign and the framing of a job description and employment funding for the current trainee position.**

#### **4.5 Country**

Ross Warburton gave a brief report on the move of the SW Zone to remove that level of administration, which would be in line with the previously discussed Governance Report which seeks to reduce the administrative burden in the sport. The CEO noted that he is able to attend the SWZ meeting and made that known to the Zone President. To assist the Zone to bring this to fruition would be a potential road map for other Zones to follow.

Further information will be brought to the Board as it comes to hand.

#### **4.6 Audit, Risk & Finance**

Lisa Featherby tabled the financial reports to the end of August, noting that there were not any significant variations and the investments had begun to reclaim the lost ground due to COVID-19 investment markets.

The accounts were accepted.

### **5. GENERAL BUSINESS**

#### **5.1 Annual Dinner and Awards Night**

The CEO tabled the format of the awards night including those Board members who would be presenting awards. The current attendance is 143 which is a very good number given the room set-up.

*Steve Unsworth and Clive Adams joined the meeting.*

#### **5.2 Regional Bowls Manager presentation**

RBM's Clive Adams and Steve Unsworth briefed the Board on the current work of the RBM, their growing relationship with clubs following the COVID-19 scenario and the STA key objectives for the coming year. The Board thanked the RBMs for their very important role in maintaining communication with clubs over the past six months and in providing timely recommendations as needed.

There being no further business the meeting closed at 11.05am.

**NEXT MEETING: Monday 26<sup>th</sup> October at 7.30am for 8.00am**