



## Southern Tasmanian Bowls Association Inc

Trading as:

### Bowls Tasmania South

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ABN: 12 820 830 594

**President:** Peter Kirby 0400 914 818

**Secretary:** Paul Matthews 0409 703 073

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## Minutes of the adjourned BTS Board Meeting held on Monday 28 March 2022 at 7.00pm via Zoom

### 1. Welcome

President Peter Kirby opened the meeting at 7.00pm.

The Board Meeting scheduled for 3.30pm on Monday 21 March, following the BTS Delegates Meeting, was adjourned at 5.00pm due to a lack of numbers and reconvened tonight.

The President thanked Geoff Dannock for accepting the offer to fill a vacancy on the Board, and Geoff Price for agreeing to return to the Board after an absence for personal reasons.

### 2. Attendance

**Present:** Peter Kirby (President), Deb Jeffrey (Treasurer), Paul Matthews (Secretary), Geoff Dannock (Board Member), Geoff Price (Board Member), Michael Andersch (Officiating Panel Chair), Ross Bannister (Coaching Panel Chair/Match Committee Chair)

**Apologies:** Paul Hoddy (Exec. Assistant), Anne Mullavey (BTAS Southern Director), Bernard Knight (BTAS Southern Director)

### 3. Confirm minutes of previous meeting

3.1. Moved: Paul Matthews, Seconded: Ross Bannister that the minutes of the meeting held on 21 February 2022 be confirmed. **CARRIED**

3.2. Moved: Paul Matthews, seconded: Ross Bannister that the decision of the members of the Board, meeting via Zoom on 7 March as an Appeals Committee to consider an appeal by Glenorchy City against a penalty imposed by the BTS Match Committee, be confirmed. **CARRIED**

### 4. Business arising from previous minutes

4.1. **Annual General Meeting** (Item 8.3 of 10 Jan 2022 minutes). Moved Paul Matthews, Seconded Geoff Dannock, that the date of the AGM be changed to Sunday 5 June 2022 due to the absence of the Secretary on 29 May. **CARRIED**

4.2. **Volunteers Day.** This matter is held over for a later meeting. **ACTION: Board**

4.3. **BTS Board vacancies.** The President again thanked Geoff Dannock for accepting an appointment to the Board and Geoff Price for returning. The President is still hoping to fill other vacant positions.

4.4. **Review MPIO role.** The President suggested we move away from appointing a particular person as "the BTS MPIO" and instead maintain a list of all members who are MPIO qualified in order to provide members with more options. Moved Deb Jeffrey, Seconded Paul Matthews, that we publish a list of MPIOs on our website. **CARRIED**

**ACTION: Secretary**

- 4.5. **Magnetic Scoreboard Signs.** The President advised the Board that the Magnetic Scoreboard Signs (South/North/North West) had been obtained and paid for.
- 4.6. **Medals, Trophies and Plaques.** The Secretary advised the Board that medals have been obtained, and championship pins have been obtained (except for Mixed Open Pairs pins, which had been ordered). Clubs have been asked to return perpetual trophies to the Bowls Shop by early April.

The President advised the meeting that we received three trophies as a result of our success in the Statewide Challenge. The trophies have been engraved but BTS must pay for engraving. Where they will be displayed is yet to be confirmed.

- 4.7. **Updating ABN records.** This matter is still outstanding. **ACTION: Treasurer**
- 4.8. **Renew Berriedale Office lease.** This matter is still outstanding. **ACTION: Secretary**
- 4.9. **Men's Open Pairs Runners-up prize money.** This matter has been resolved.
- 4.10. **Fee Refund Request.** All outstanding refunds have been paid.
- 4.11. **Travel money for SWC and Junior players.** This matter was all but resolved with only two players yet to be paid. **ACTION: Treasurer**
- 4.12. **BowlsLink membership audit.** Cannot report on this matter due to the absence of the Statistician. **ACTION: Statistician**
- 4.13. **Event Supervisor/Tournament Director.** The Gala Week Sub-Committee supported Rob McGuire as Tournament Director and this event was a great success. The President asked that a letter of thanks be sent to Rob. **ACTION: Secretary**
- 4.14. **Cashless BTS.** The Treasurer advised the Board that, as at 31 March, cheques will be discontinued. BTS will also stop handing out cash in the form of allowances and/or prizemoney in favour of direct deposit in member bank accounts.
- 4.15. **Banking security.** The Treasurer asked about email security and the Secretary assured the meeting that we used Trend Micro security to protect the laptop. Peter, Paul and Deb undertook to draft an "Email and Internet Security" policy for presentation to the Board at a later meeting. **ACTION: Finance Committee**
- 4.16. **Increase Championship Entry Fees.** The Board agreed to leave entry fees unchanged.
- 4.17. **State Champion of Champions venue.** Bowls Tasmania asked for recommendations from the Board and Match Committee regarding a synthetic venue for the State Champion of Championships to be held on Sunday 6 May. Several suggestions have been made but the decision rests with Bowls Tasmania.

## 5. Correspondence

The Secretary reported that he had received 408 emails and sent out 320 emails since the last meeting. Moved: Paul Matthews, seconded: Michael Andersch that outwards correspondence be endorsed and inwards correspondence be accepted. **CARRIED**

### Business arising from correspondence

- 5.1. **Glenorchy Post Office box.** The Secretary advised the meeting that he has closed this box and not applied a redirect to it due to the cost involved. All clubs have been advised. The Rosny Park Post Office box has been renewed.
- 5.2. **Howrah pennant plaque.** The Secretary advised that the Women's Division 4 (2020-21) pennant plaque has been corrected at no cost. The arrangement that agreed to a "shared costs" fix (25 Oct 2021 minutes) is therefore no longer necessary.

- 5.3. **Member Protection Information Officer.** Ken Coppleman advised the BTS Board that his working with vulnerable people registration has been renewed.
- 5.4. **Conditions of Play proposals.** All proposals (listed at Appendix 4) were referred directly to COP Committee for consideration.
- 5.5. **Resignation from the BTS Board.** The Board accepted Matthew Gregg's resignation from the BTS Board and thanked him for volunteering his time and energy.
- 5.6. **Junior development in Southern Tasmania.** Margaret Cornish was to address the Board at the scheduled 21 March meeting regarding junior development in the South (see Appendix 5). The President noted Margaret's point and recommended making strong and positive efforts to support the juniors as much as possible.

Peter moved that we support the juniors' end-of-season barbecue with the provision of a sum of \$100 and Deb Jeffrey seconded this motion. **CARRIED**

Peter is still negotiating with Aceit regarding free provision of uniforms to juniors with Aceit as sponsors, and has provided the company with a copy of the BTS Sponsorship Package to consider.

- 5.7. **BTS Singles - Royal Hobart member 'no show'.** The Secretary advised the meeting that an email glitch caused the "please explain" response to be lost. (Royal Hobart's response was lost to junk mail.) The BTS Match Committee accepted the explanation provided and advised the Board that penalty previously imposed will be rescinded. **ACTION: Secretary**
- 5.8. **Suspension of membership.** Orford advised the BTS Board that Robin Reid has had his membership suspended for a period of three months. This resulted in the player being denied entry into Gala Week competitions he had entered. A policy to clarify the BTS position on club suspensions of members has been drafted and will be distributed to the Board for consideration and discussion at the next meeting. **ACTION: Secretary**
- 5.9. **Refund of Affiliation Fees.** Buckingham's request to refund fees for a member unable to play was approved for the BTS portion (\$24) as previously established at the February 2022 Board meeting. **ACTION: Treasurer**

## 6. Reports

- 6.1. **Finance:** Moved: Deb Jeffrey, seconded: Geoff Dannock, that the financial report for February 2022 be accepted as presented to the Board (see summary at Appendix 1).

**CARRIED**

Deb asked about Doug Cole's sponsorship of juniors. This was always managed by the previous Secretary so Deb will follow this up.

**Budget priorities for 2022-23.** The President advised the Board that the Treasurer should prepare a draft budget for consideration by the Finance Committee. He asked the meeting for any priorities that should be factored into the draft budget.

**Affiliation Fees for 2022-23.** The major budget consideration (both expenditure and income) will be the affiliation fees required by Bowls Tasmania and this data capture needs to be verified to ensure the calculations are correct. Michael Andersch asked that the Statistician provide a list of members extracted from BowlsLink so that clubs can compare the names pulled by the audit query against their actual playing list in order to identify where the anomaly in the numbers is occurring. **ACTION: Statistician**

**Statewide Challenge Lunch Bill.** The Treasurer noted that we have been invoiced for the sum of \$4,306.50 by Bowls Tasmania for the cost of lunches.

- 6.2. **Match Committee:** The BTS Match Committee report, given to the Delegates Meeting on 21 March, is attached at Appendix 2.

## Match Committee report (continued)

- The **Saturday Grand Final** has encountered problems in allocating greens but a solution has been found. The grand final games will be played at Beltana (Premier on one green, Div 2 on the other) and Rosny Park (Div 1/7 on one green, 3/5 on one green, and Div 4/6 on the last green). Derwent Eye Specialists to be invited to Beltana at 3.00pm to present medallions to the Premier Division winners. They should also be asked to provide advertising prior to the day. Peter undertook to look after this. **ACTION: Secretary**
- The **Midweek preliminary finals** will be played on 30 March, and the grand finals will all be played at Claremont. If Claremont Division 3 make it through to the grand final, a neutral ground will need to be found for this grand final match.
- The **Thursday preliminary finals** will be played on 31 March, and the grand finals will be played at Rosny Park.
- Ross strongly recommended that future Champion of Champions competitions be played at indoor centres to avoid the potential for weather to affect the timetable for completion in order to meet state Champion of Championship contests.

- 6.3. **Officiating Panel:** The BTS Officiating Panel's report, given to the Delegates Meeting on 21 March, is attached at Appendix 3. The focus at the moment is the Champion of Champions finals and the pennant finals.
- 6.4. **Coaches Panel:** Ross advised the Board that Paul Bricknell was interested in applying for the junior coaching position and he will be undertaking the coaching course in the next few weeks to gain his qualifications.
- 6.5. **Selectors:** Nothing to report.
- 6.6. **Scheduled events**
- BTS Presentation Night - Monday 9 May 2022.
  - BTS Annual General Meeting - Sunday 5 June 2022.

## 7. Ongoing Matters

- 7.1. **BTS Strategic Plan 2019-23.** The Board will review the Strategic Plan in April/May.
- 7.2. **Knowledge Gaps.** The Secretary thanked the Statistician for providing the calculations process for adjusting BYEs at the end of the pennant season.
- 7.3. **RCC Meetings.** Nothing to report. There will be an RCC meeting in May, directly following the Bowls Tasmania AGM.

## 8. General Business

- 8.1. **State Pennant Finals.** Bowls Tasmania has provided advice to clubs regarding the upcoming State Pennant Finals. These will be managed by the two nominated clubs and the Officiating Panel will appoint umpires as required.
- 8.2. **Grand Final Medallions.** The President asked who on the Board can present Medallions to grand final winners.
- Beltana (Saturday 2 April) – Peter Kirby and Deb Jeffrey
  - Rosny Park (Saturday 2 April) – Ross Bannister and Geoff Dannock
  - Claremont (Wednesday 6 April) – Ross Bannister and Geoff Dannock
  - Rosny Park (Thursday 7 April) - Ross Bannister and Peter Kirby

- 8.3. **Correspondence directly to clubs.** The Secretary noted instances where correspondence was sent directly to clubs/players by Board/Committee members with a CC to the Secretary. He noted that direct communication was sometimes more expedient but asked that Board members CC the Secretary if communicating directly with clubs/players about BTS matters.
- 8.4. **Governance issues.** Several policies and protocols have been drafted and will be distributed to the Board for consideration and discussion at the next meeting.
- 8.5. **Presentation Night.** This event will be held at Rosny Park on Monday 9 May 2022. Rosny have quoted \$23 per head and the Board resolved to subsidise this cost by charging \$20 per person and covering the additional \$3 per head. **ACTION: Secretary**
- To further support juniors in the South, Geoff Dannock moved that we invite juniors and their parents to the Presentation Night at no cost and Deb Jeffrey seconded this motion. **CARRIED**

## 9. New business

No new business was forthcoming.

## 10. Next Meeting

The next meeting would normally be held at 4.30pm on Tuesday 19 April (due to Easter Monday) at North Hobart.

## Closure

The President declared the meeting closed at 9.07pm.

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Peter Kirby, President

## APPENDICES

1. Finance Report for February 2022
2. BTS Match Committee Report
3. BTS Officiating Panel Report
4. Conditions of Play proposals for referral to COP Committee
5. Junior development in Southern Tasmania

## Appendix 1 – Finance Report (as at 28 February 2022)

### Report for the March 2022 Board meeting

#### Summary as at 28 February 2022

##### Bank Accounts

- Bendigo Cheque Account \$21,562.06
- Sandhurst Investment Account \$132,504.76
- Petty Cash Debit Card \$1,735.31

##### 28 February 2022

- Account Receivables \$1,724.70
- Accounts Payable \$205.99

As at 28 February 2022, BTS had a cash balance of \$155,553. The balance of total current assets at this date was \$157,278 and the total current liabilities was \$-1,268. The net assets of the business at 28 February 2022 was \$163,260.

#### Cumulative Net Profit YTD



The year-to-date net profit as at February 22 was \$42,264.

The YTD net profit as at February 2022 was \$42,264. The YTD Budget net profit is \$39,336. BTS is currently tracking 2,928.10 above budget.

Deb Jeffrey  
Treasurer

21 March 2022

## Appendix 2 – BTS Match Committee Report

The following was presented to (and recorded in the minutes of) the BTS Delegates Meeting held at St John's Park on Monday 21 March.

**6.1 Match Committee.** Ross Bannister advised the Board that all Bowls South Championships are finished except the ladies DL Reid singles and the Champion of Champions. As the final round of this season pennant has finished the finals are about to start and will be played under Conditions of Play rule 3.21.

**Regarding BTS Pennant Finals.** Ross Bannister explained to the meeting that first and second on the ladder play the second semi-final at the home of the first side. Third and fourth play the first semi-final at the home of the third side. If the first side loses their semi-final match, they do **not** get a second game at their home ground – they play on a neutral ground. If the second side lose their semi-final match, they play the preliminary final at the second side's home ground. Ross also noted that the finals calendar is dictated by Bowls Tasmania and BTS have to arrange our finals to finish before the Bowls Tasmania dates.

**Regarding State Pennant Finals.** State Pennant Finals will be held at Rosny Park and Beltana this season. Even though the September 2021 delegates meeting resolved to not participate in State Pennant Finals, **and** this has been communicated to Bowls Tasmania, State Pennant Finals are still planned and clubs will receive an invitation from Bowls Tasmania. Bowls Tasmania set the conditions of play – it is not a BTS matter despite repeated attempts to effect change – and they have decided to continue with a three-rink competition. Clubs have the option of declining the invitation if they do not wish to support, and play in, a three-rink competition. The President noted that the East will be represented in Division 3 (creating a four side contest) and Division 6 will be a two-rink contest.

Ross Bannister  
Chair, BTS Match Committee

21 March 2022

## **Appendix 3 - Officiating Panel Report**

### **Report for the March 2022 Board meeting**

The following was presented to (and recorded in the minutes of) the BTS Delegates Meeting held at St John's Park on Monday 21 March.

The Bowls South Officiating Panel consists of Helen Ducker, Michael Andersch and Leonie Price. Wayne Cobbing and Janet Rutherford have been approached and agreed to join to improve the Panel's diversity.

The Panel conducts meetings at least once a month through the bowling season and appoints Officials for all BTS championship Finals. The Panel appoints Markers for all BTS Singles and Champions of Champions finals, this initiative continues and ensures that singles finals have experienced and credentialled markers. This year we saw a greater workload with the South's hosting of the March Gala Week for Bowls Tasmania with 22 individuals giving up their time to umpire and mark across the 3 venues and 14 events.

For the remainder of this season, we have the Pennant Grade Finals and State Final together with the upcoming Champion of Champions Finals this week at Buckingham.

The Side Captain's Guidelines will continue to be upgraded year to year from the feedback given at our Officials Forums held at the start of the season and for specific issues that cross the BTS Secretary's desk, Match Committee and Board's desks.

Forums for Umpires, Measurers, Markers and interested bowlers were held during November, encouraging an exchange of views and discussion on current and updated Laws and the Conditions of Play.

At our most recent 2021 forums, the application of the Uniform and Greens Protection Policy by umpires, particularly in the context of a home umpire during pennants, was discussed in depth. The ability to engage the side captains to determine the need to lodge an infringement report or use a softly-softly approach of a quiet word to a player (or their side captain) after the game was couched.

Should any players or Officials have questions pertaining to the conduct of the game please ask members of the panel for clarification, questions posted on any Social Media will be unlikely elicit a response due to flavour of other comments by others.

Clubs are able to access lists of Umpires, Measurers and Markers from the BTS Website to assist with the conduct of events held at their clubs prior to the Semi-final and Grand Final (Panel appointed).

Michael Andersch  
Chair, BTS Officiating Panel  
mandersch@bigpond.com



## **Appendix 4 - Conditions of Play proposals for referral to COP Committee**

1. Peter Kirby – Proposal to amend CoP 1.12.1(d)
2. Paul Matthews - Proposal to amend CoP 2.5
3. Peter Kirby - Proposal to amend CoP 3.25
4. Ross Bannister – Proposed amendment to CoP 3.25
5. Tribunal Panel – Change of Surface Agreement Form (CoP 3.25)
6. Peter Kirby - Proposed change to CoP 3.7
7. Paul Matthews - Proposal to amend CoP 3.8
8. Ian Webber (Cremorne) – Proposal to amend CoP 3.13 and 3.14
9. Paul Matthews – Proposal to amend CoP 3.20
10. Paul Matthews – Proposal to amend CoP 5.4 and 6.5
11. Michael Andersch - New CoP rules 5.4(d) and 6.5(f)
12. Peter Kirby - Proposal to amend CoP 6.5
13. Matt Gregg – Proposal to amend CoP 6.5(c)

## **Appendix 5 – Junior development in Southern Tasmania**

(Margaret Cornish on behalf of coaches and parents)

In the past the only support from BTS for juniors has been uniforms and petrol allowance and appointment of coaches and selector. There seems to be no junior development representation on the board, leading to miscommunication many times. We would like BTS to consider some of these points:

- Regulated Travel allowance Schedule showing amount paid dependent on Region.
- Free entry for Juniors to BTS end of season dinner to be presented medals in front of their peers for greater exposure.
- A yearly allowance for Coaches/Managers for Team BBQ's and End of year Team Dinner.
- Work in conjunction with Bowls Tas to look at Wide spread Schools program with Trophy/Prize for Top school. Is being looked at from Bowls Tas level but also needs drive from BTS.
- Shirts/Bowls Cloths or Training/ Travel Top subsidised by BTS something personal for the kids as a keepsake. Brent Forsyth is happy to tee up a Sponsor for help with this and we have a primary design in mind.