



Southern Tasmanian Bowls Association Inc

Trading as	Bowls Tasmania South	ABN: 12 820 830 594
Mail	PO Box 232, Rosny Park, Tas. 7018	
Email	bowls.south@bigpond.com	
Web	BowlsTasmaniaSouth.bowls.com.au	
President	Peter Kirby	0400 914 818
Secretary	Paul Matthews	0409 703 073

Minutes of the BTS Board Meeting held on Monday 20 June 2022 at 4.30pm at the North Hobart Bowls Club

1. Welcome

President Peter Kirby opened the meeting at 4.45pm.

2. Attendance

Present: Peter Kirby (President), Deb Jeffrey (Treasurer), Paul Matthews (Secretary), Barbara Rankin (Board Member), Crystal Brooks (Board Member), Paul Hoddy (Exec. Assistant), Ross Bannister (Coaching Panel Chair/Match Committee Chair)

Apologies: Michael Andersch (Officiating Panel Chair), Anne Mullavey (BTAS Southern Director), Bernard Knight (BTAS Southern Director)

3. Confirm minutes of previous meeting

- 3.1. Moved: Paul Hoddy Seconded: Ross Bannister that the minutes of the meeting held on 17 May 2022 be confirmed. **CARRIED**
- 3.2. Moved: Barbara Rankin Seconded: Paul Hoddy that the minutes of the meeting held on 6 June 2022 be confirmed. **CARRIED**

4. Business arising from previous minutes

Business arising from the 17 May 2022 minutes

- 4.1. **Aceit Uniforms.** The President advised the Board that he has spoken with Aceit regarding uniforms and determined a tentative price of \$40 per top. He is ascertaining numbers/sizes from Rob McGuire. The new uniforms will be used by the first sides and the old uniforms will be used by the second sides in the first instance.
- 4.2. **COVID-19 Restrictions.** The Board anticipate restrictions will be eased but resolved to revisit this issue at the September Board meeting. **ACTION: Board**
- 4.3. **Association Annual Return.** The Secretary advised the Board that the annual return had been lodged.
- 4.4. **Changes to the Constitution.** The Secretary advised the Board that the changes to the constitution had been lodged.
- 4.5. **Nomination of Pennant Sides.** The Secretary advised the Board that a request to clubs to nominate pennant sides for the 2022-23 season had been sent. To date, eight clubs have responded.

Business arising from the 5 June 2022 minutes

- 4.6. **Board vacancies.** We have vacancies for the Deputy President (female), and two Board members (male). The President voices his preference to have Board members approach volunteers to fill vacancies. **ACTION: Board**
- 4.7. **Vacant committee positions.** The Board agreed that the Match Committee (Ross Bannister, Chair, Paul Hoddy and Rosie Geeves) was sufficient. Expressions of interest are required for 2

Southern selectors and a manager for each of the seniors, open, and junior sides.

ACTION: Secretary

- 4.8. **Complaints Committee.** The Board resolved that the Complaints Committee would be the Deputy (once filled), the Chair of the Match Committee and the Chair of the Officiating Committee.
- 4.9. **Greens Advisory Committee.** The Board resolved that the Match Committee would take over responsibility for greens assessment and disband this committee. The Board noted that new synthetic greens needed to be assessed/approved after they have been installed.

Matters held over for the incoming Board

- 4.10. **Pennant medallions.** The President showed the Board a Bowls Tasmania medal and advised that it was \$5.72 (including ribbon) and engraving would only be \$2.70 and could be done by the same provider. There will be an initial setup cost. Paul Hoddy moved, and Paul Matthews seconded, that the Board obtain a quote with a view to switching to new medallions.
ACTION: President
- 4.11. **Pennant plaques and Trophies.** The President recommended switching to Kingston Locksmiths as a cheaper provider of plaques and engraving of trophies. It was noted that several trophies needed updating sponsorship/naming. **ACTION: President**
- 4.12. **Renew Berriedale Office lease.** The lease on the Berriedale Office is due to be reviewed/renewed by 31 October. The Board resolved that this would be managed by the Finance Committee when the time came.
- 4.13. **Affiliation Fee adjustments.** The Board resolved that requests from clubs for affiliation fee adjustments would only be considered when the club can demonstrate considerable financial hardship due to a loss of members. The Treasurer noted that we have to pay the Bowls Tasmania fee of about \$103,000 regardless and we need to balance adjustments against this hard fact. The Board resolved to review this matter at the September meeting.
- 4.14. **Volunteers Day.** This matter remains under consideration.

5. Correspondence

The Secretary reported that 184 emails received and 167 emails sent between 17 May 2022 and 18 June 2022. Moved: Paul Matthews, seconded Paul Hoddy, that outwards correspondence be endorsed and inwards correspondence be accepted.
CARRIED

Business arising from correspondence

- 5.1. **The Board noted the following:**
- Promotions and Relegations were sent to clubs (8 responses to date)
 - Winter Coaching from June to September schedule sent to clubs
 - 114 of 120 prizemoney claims have been received and processed to date
 - Community Sport and Recreation - Changes to CSL funding distribution
 - 54th National RSL Bowls Carnival Perth Western Australia 2023
- 5.2. **The Board noted the following correspondence from Bowls Tasmania:**
- Bowls Tasmania Annual Report 2021-22
 - Bowls Tasmania Calendars 2022-23, 2023-24 and 2024-25
 - COVID-19 Restrictions remain in place until mid-October
 - Mike Cawthorn endorsed as the State Bowling Arm Selector (South)
 - Bowls Tasmania Minutes from August 2021 to May 2022
 - New Constitution Template developed for Incorporated Bowls Clubs
- 5.3. **National Merchandise Program compliance.** The updated BTS Uniform Policy fully supports the Bowls Australia NMP policy but enforcement of compliance with the BA logo is still an

issue. The Board agreed that the club (via Side Captains) should ensure their players are compliant.

- 5.4. **Proposed pennant rosters and championships for season 2022-23.** Ross Bannister quickly went through the proposed pennant and championship calendars. Discussion resulted in minor changes. Ross moved, and Barbara Rankin seconded, that the fixtures, as agreed, be accepted. **CARRIED**

Ross moved that eligibility for entry into B grade competitions be changed, in conditions of play, from the date of the draw to the date of the first day of the competition. Paul Hoddy seconded this motion. **CARRIED**

ACTION: COP Committee

Ross suggested we hold a Men's Open Over 60s Fours championship, to be played at the same time as the Women's Open Over 60s Fours championship. The Board agreed that the inclusion of this competition in this season's championships was a good idea.

Based on the updated calendar, the Secretary will call for expressions of interest from clubs to host BTS championship events. **ACTION: Secretary**

- 5.5. **Bowls Tasmania Match Committee appointments.** The President expressed concerns regarding this proposal from Bowls Tasmania. The Board resolved to appoint managers for BT events as required, and would take no action with regard to this request.
- 5.6. **BTS Score Card Order Form.** The Board resolved to order score cards from J Carroll Promotions – at no cost – as we did last year. **ACTION: Secretary**
- 5.7. **Cygnets – Letter of Support.** The President provided Cygnets Bowls Club with a letter of support for Cygnets' appeal against the Tasmanian Planning Commission's original decision not to endorse the Huon Valley Council's proposal to rezone a portion of Cygnets' land to enable its sale.
- 5.8. **Entry into BTS championships.** The Board resolved to take entries only via BowlsLink and include payment via BowlsLink. This will negate the need for entry forms and clubs need not be involved in invoicing for entry fees. **ACTION: Exec Assistant**

6. Reports

- 6.1. **Finance:** Moved: Deb Jeffrey, seconded: Ross Bannister that the financial report for May 2022 be accepted as presented to the Board (see summary at Appendix 1). A couple of greens payments and prizemoney claims to go. **CARRIED**

The Finance Committee is still to meet to develop criteria and terms for clubs to obtain the incentive grant to clubs. This expense has been allocated within the 2021-22 financial year.

- 6.2. **Match Committee:** Ross Bannister asked the Secretary to seek "special requests" from clubs by end-August to allow for pennant roster development. Ross recommended not publishing rosters until "the last minute" to avoid confusion due to late changes and the Board agreed. **ACTION: Secretary**

- 6.3. **Officiating Committee:** Nothing to report.

- 6.4. **Coaches Committee:** Ross advised the Board that he had 39 attendees at the May coaching session.

- 6.5. **Selectors:** Nothing to report.

7. Ongoing Matters

- 7.1. **BTS Strategic Plan 2019-23.** A review of the Strategic Plan is yet to be scheduled.
- 7.2. **Policy and Governance review.** The review of existing policy is in hand.

7.3. **Knowledge Gaps.** Nothing to report.

7.4. **RCC Meetings.** Nothing to report.

8. General Business

8.1. **Email and phone discussion.** The Secretary suggested that we stop using the Telstra email account, cancel the BTS mobile phone and move to a cloud-based solution. He suggested a better option is to use a cloud-based email (eg: outlook.com) and direct calls to the Secretary's personal phone. The Treasurer offered support to understand security/privacy issues and the Secretary was tasked with investigating this further and reporting to the Board when facts were collated.

ACTION: Secretary

9. New business

9.1. **Board portfolios.** Barbara Rankin asked if Board members should/would have a specific job to do and was advised that portfolios were being considered for each position.

ACTION: President

9.2. **Early pennant starts.** Peter Kirby discussed offering Orford, Oatlands, Ouse, Tasman, and Dover a 12 noon pennant start. The Board resolved to write to these clubs with the offer.

ACTION: Secretary

9.3. **BowlsLink Transfer instructions.** The Secretary advised the meeting that he'd created a new page on the website to explain how to transfer members between clubs, and Paul Hoddy was providing detailed instructions to support this new page.

10. Next Meeting

The next meeting will be held on 18 July 2022 via Zoom.

Closure

The President declared the meeting closed at 6.50pm.

Appendices

1. Financial Report

Appendix 1 – Financial Report

Reports for May 2022

1. Bank transactions
2. Profit & Loss - Month only showing actual versus last year
3. Profit & Loss – YTD showing actual v last year

Summary as of May 2022

Bank Accounts

- Bendigo Cheque Account \$3,179.46
- Sandhurst Investment Account \$112,609.31
- Petty Cash Debit Card \$763.83

Account Receivables \$-56.30
Accounts Payable \$308.00

As at 31 May 2022, BTS had a cash balance of \$116,553. The balance of total current assets at this date was \$116,496 and the total current liabilities was \$4,411.

The net assets of the business on 31 May 2022 was \$117,511.

Cumulative Net Profit YTD



The YTD net loss as of May 2022 was \$-837 The YTD Budget net loss was \$-188.

BTS is currently tracking \$-648.72 below budget.

Deb Jeffrey
BTS Treasurer
20 June 2022