



Southern Tasmanian Bowls Association Inc

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President	Peter Kirby	0400 914 818
Secretary	Paul Matthews	0409 703 073

Minutes of the BTS Board Meeting held on Monday 18 July 2022 at 4.30pm via Zoom

1. Welcome

President Peter Kirby opened the meeting at 4.30pm.

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), Michael Andersch (Officiating Panel Chair), Bernard Knight (BTAS Southern Director)

Apologies: Anne Mullavey (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 20 June 2022 be confirmed. **CARRIED**

4. Business arising from previous minutes

Business arising from the 20 June 2022 minutes

4.1. **Aceit Uniforms.** The President advised the Board that he is awaiting size information from Rob McGuire before finalising any orders. To provide tops to the top teams, we require a minimum of 54 tops but we will probably order more than this number.

4.2. **COVID-19 Restrictions.** The Board confirmed the out-of-session decision to lift vaccination requirements in line with advice from Bowls Tasmania.

4.3. **Board vacancies.** No progress to date. **ACTION: Board**

4.4. **Board portfolios.** The Board discussed the following:

4.4.1. The President has asked Crystal to be the junior liaison on the Board. Bernard advised the Board that BT will be forming a Junior Development Committee and invited Crystal to consider nominating for this too. Crystal is still considering this request.

4.4.2. The President noted that the Player Development Initiative required a liaison officer to help clubs with questions/queries. Michael and Barbara volunteered; the Board appointed Barbara Rankin to this portfolio.

4.4.3. The Board discussed the "Southern Teams Coordinator" role and whether this should be a Board portfolio. This matter is yet to be finalised.

4.4.4. The Board discussed the appointment of a "Tournament Director" or "Coordinator of State Events" for BT events held in the South. This duty may be impacted by discussions/decisions with regard to the BT Match Committee (see para 7.4 below for more). Michael and Ross will discuss this matter with a view to identifying potential candidates for this role. **ACTION: Chairs of Match/Officiating**

- 4.5. **Southern Selectors, Managers and Coaches.** The Secretary apologised for the late dispatch of a call for Expressions of interest for two Southern selectors and a manager for each of the seniors, open, and junior sides. The email to clubs was sent today, 18 July.
- 4.6. **BTS Championships via BowlsLink.** Paul Hoddy advised the Board that entry into championships will definitely be via BowlsLink. An implication of using BowlsLink will be a completely random draw without the possibility of BTS Match Committee intervention and/or adjustments. Payments will have to be setup in liaison with Bowls Australia, and charges will need to be factored into how we set it up. A decision regarding payment will be made once more information is known about the process.
- ACTION: Paul Hoddy/Treasurer**
- 4.7. **BowlsLink audit – Admin role.** Paul Hoddy advised the Board that he is working with the Secretary. A proforma will be sent to clubs in order to allow clubs to add/remove/amend administrators.
- 4.8. **BTS Score Cards.** The Secretary advised the Board that fee cards had been ordered from J. Carroll Card Promotions.

5. Correspondence

The Secretary reported that 140 emails received and 126 emails sent between 20 June and 15 July 2022. Moved: Deb Jeffrey, seconded Barbara Rankin, that outwards correspondence be endorsed and inwards correspondence be accepted.

CARRIED

Business to be noted from correspondence

- 5.1. **The Board noted the following:**
- Response to Bowls Tasmania Match Committee proposal
 - Recommendations provided by the South re amendments to BTAS Conditions of Play for State Events and for the State Wide Challenge
 - Change of surface rule referred to the CoP Committee for consideration
 - Veteran Wellbeing Vouchers for Bowls Club Memberships
 - Clubs with new synthetic greens advised that approval for pennant play is required
 - COVID-19 vaccination restrictions have been lifted by BTS in line with BTAS advice
 - Hedley Beechey (BTS Life member and past President) passed away on 17 Jun 2022
- 5.2. **The Board noted the following correspondence from Bowls Tasmania:**
- COVID Protocols lifted from 1 July 2022
 - Further email re Bowls Tasmania Match Committee
 - Bowls Tasmania Selection Vacancies (State Junior Selector South)
 - New Sponsorship deal with J. Carroll Card Promotions

Business requiring action from correspondence

- 5.3. **North Hobart.** North Hobart have sought permission to use Synthetic green for pennant play. The Board will appoint members to inspect the green once North Hobart notify BTS that the green has been signed-off by the installer.
- 5.4. **Royal Hobart.** Royal Hobart sought permission for a member to play for Kingborough on Saturday and Royal Hobart on Wednesday. Conditions of Play Rule 3.22(a)(ii) denies this possibility. Royal Hobart have been notified.
- 5.5. **Buckingham.** Buckingham declined the option to remain in Midweek Division 2 and allow New Norfolk to relegate instead. New Norfolk have been notified.
- 5.6. **Glenorchy Rodman.** Glenorchy Rodman presented an application for the BTS \$1,100 Grant (including GST). It was returned pending formulation and release of application details. Once the terms and conditions are published, Glenorchy Rodman will be free to resubmit their application (with amendments if required).

- 5.7. **Cygnets - Redevelopment plans.** The President advised the Board that the Tasmanian Planning Commission has upheld Cygnets' appeal and the vacant part of their land will be rezoned residential. This will provide Cygnets with the ability to install a synthetic green.
- 5.8. **EOI to host championship events.** Responses have been received – to date – from Rosny Park, St John's Park, New Norfolk, Beltana, Howrah and Kingborough.
- 5.9. **STA clearances.** The Secretary advised the meeting that two STA clearance forms had been received from Bowls Tasmania.

6. Reports

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

CARRIED

- 6.2. **Match Committee:** Ross Bannister advised the Board that we've got the 10 sides for Saturday, Wednesday and Thursday pennants. However, due to Division 6 becoming the bottom division, we have 17 entries for Division 6 and in order to cater for this, it will need to be split into two sections and they will have to play-off for entry into the Division 6 state finals. The new stand-alone Southern Pennant (was Division 7) has only 3 sides nominated to date with potentially two more clubs joining. Ross noted that nominations for lowest division sides have not closed yet so we'll await developments.
- 6.3. **Conditions of Play Committee.** The COP Committee will meet at North Hobart on Tuesday, 26 July at 10.30am.
- 6.4. **Officiating Committee:** Nothing to report.
- 6.5. **Coaches Committee:** Ross Bannister reported that about 40 players attended the June coaching session at Howrah, and there's another coaching session at Howrah on 31 July. Rob McGuire (BT) is working to clear the backlog of accreditation by the end of September.
- 6.6. **Selectors:** Peter Kirby plans to send an invitation to all men who will turn 60 during the season in order to create a new/wider pool of players available for SWC selection.

7. Ongoing Matters

- 7.1. **BTS Strategic Plan 2019-23.** A review of the Strategic Plan is yet to be scheduled. We rely on both BA and BT for their strategic direction. Bernard advised BT will be working on their strategic plan in August, so the Board resolved to await the publication of that document before meeting to review our plan. The "Board portfolio" item within our existing plan is being pursued.
- 7.2. **Policy and Governance review.** A lot of work was undertaken at the end of the last financial year, particularly regarding operational matters.
- 7.3. **Knowledge Gaps.** Nothing to report.
- 7.4. **RCC Meetings.** Discussion of the Bowls Tasmania Match Committee proposal will be on the agenda for the next RCC meeting to be held in September. Bernard advised the Board that a nominee for the North-West was likely but he wasn't sure about the North. Michael noted that Brad Johns has already been accepted by BT as the nominee from the South so BTS has no further action to take. He recommended that the South endorse this proposal so that the new committee can take up the duties they are being formed to manage.

Matters held over for the incoming Board

- 7.5. **Volunteers Day.** It was the consensus of the board that this idea was not viable given the packed nature of the bowls calendar. Ross suggested we also drop the Opening Day given the declining numbers. The Board will consider this at its next meeting.

- 7.6. **Membership Fee adjustments.** This matter will be considered by the Finance Committee in September. **ACTION: Finance Committee**

8. General Business

- 8.1. **BTS Transfer and Clearance Policy.** The President presented this policy to the Board. Moved Paul Matthews, Seconded Michael Andersch that the policy, as distributed prior to the meeting, be accepted. **CARRIED**
- 8.2. **Transfers Report.** Barbara asked if we were advising clubs of transfers as we have in the past. This information used to be reported in the minutes of BTS Board meetings. Since BowlsLink can provide a report on transfers the Secretary suggested, and the Board resolved, that we publish this report to the BTS website. **ACTION: Secretary**
- 8.3. **In-Season Transfer fee.** Deb asked how the \$60 in-season transfer fee will work. The Secretary undertook to advise the Treasurer of any in-season BowlsLink transfers as they occur. Paul Hoddy suggested the player should pay on BowlsLink, and they must pay before they will be deemed eligible to play pennant for their new club. **ACTION: Paul Hoddy/Treasurer**

9. New business

- 9.1. **BTS Grants.** The terms and conditions for the following two BTS grants have been developed by the Executive. These were forwarded to Board members for consideration by 22 July:
- Player Participation Initiative (\$1,100 including GST)
 - Junior Development Program (\$550 including GST)
- 9.2. **BowlsNow app.** Paul Hoddy advised the meeting that everything in relation to BowlsLink and Bowls Australia will be available via this app. One of the items available via the app will be "BowlsLearn" which will move courses online; and before access to BowlsLink roles will be granted, the bowler will have to do the training before they can gain BowlsLink access.

10. Next Meeting

The next meeting will be held on 15 August 2022 at 4.30pm via Zoom.

Closure

The President declared the meeting closed at 6.55pm.

Appendices

1. Financial Report

Appendix 1 – Financial Report

Reports for June 2022

Bank Accounts

▪ Bendigo Cheque Account	\$986.70
▪ Sandhurst Investment Account	\$112,609.31
▪ Petty Cash Debit Card	\$697.83

Account Receivables **\$-56.30**

Accounts Payable \$726

As of 30 June 2022, BTS had a cash balance of \$114,294. The balance of total current assets at this date was \$114,238 and the total current liabilities was \$3,008.

The net assets of the business on 30 June 2022 were \$116,656

Cumulative Net Profit YTD



The YTD net loss as of June 2022 was **\$-1,692**.

The YTD Budget net loss was **\$--963.47**.

BTS is currently tracking **\$-681.97** below budget.

Deb Jeffrey
BTS Treasurer
18 July 2022