



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 23 January 2023 at 4.30pm at North Hobart Bowls Club

Welcome

1. President Peter Kirby was unexpectedly unable to attend the meeting. The Secretary opened the meeting at 4.30pm. He confirmed that we had a quorum in accordance with constitutional clause 15.6.

Attendance

Present: Deb Jeffrey (Treasurer), Paul Matthews (Secretary), Barbara Rankin (Board Member), Ross Bannister (Chair Match Committee), Michael Andersch (Chair Officiating Committee)

Apologies: Peter Kirby (President), Paul Hoddy (Exec. Assistant), Crystal Brooks (Board Member)

Apologies (Guests): Anne Mullavey and Bernard Knight (BTAS reps)

Confirm minutes of previous meeting

2. Moved Paul Matthews, seconded Michael Andersch that the minutes of the meeting held on 21 November 2022 be confirmed. **CARRIED**

Business arising from previous minutes

3. **Board vacancies.** Still no interest shown in filling Board vacancies.
4. **Items actioned.** Paul Matthews noted that the following action items for the Secretary from the previous meeting had been actioned/resolved:
 - Advise clubs re: COVID-19 data in BowlsLink
 - Advise Buckingham of need for new synthetic green to be inspected
 - Advise clubs re: 5-game social players
 - Liaise with BT CEO re: Bowls Tasmania Handbook
 - Advise clubs re: In-season \$60 transfer fee
 - Setup meeting with Glenorchy Rodman re: affiliation fees
 - Ensure new Junior Manager has WWVP card
5. **Laptops.** The Secretary bought a new Acer Aspire 5 laptop with 16GB RAM and 512GB SDD using the BTS debit card at a cost of \$1,047. He purchased the product care additional 24 months (making 3 years) protection and signed up for a new Microsoft Office 365 subscription and a new Trend Micro subscription. Both subscriptions allow for several devices to use the services.

6. **Old laptop.** The Board resolved to reset the old laptop and consider donating it (or selling it) to a club for use as an in-club computer. Action on what to do with the laptop will be decided at the next meeting.
7. **BowlsLink membership categories.** The Secretary provided Board members with a membership category normalisation proposal (see appendix 4). The Board resolved to put the proposal to the club delegates for consideration/discussion.
ACTION: Secretary
8. **Finance/Administration workshop.** The Secretary advised the Board that he had not had a chance to prepare a presentation on Governance and Administration. It was resolved to conduct the workshop on 28 February 2023 at Beltana.
9. **Bowls etiquette.** Bowls Etiquette guidelines have been published to the BTS website and distributed to clubs for posting on their noticeboards/circulation to their members.
10. **Southern uniform distribution.** The President asked the Secretary to move that we confirm the new polo top with bottle green shorts, pants or skirt. Deb noted that the new tops had received very good feedback from our players and from players of other regions. Moved Paul Matthews, seconded Deb Jeffrey.
CARRIED
11. **Procedures for BTS events.** Ross reported that he has developed a draft guideline document. It needs more work from Paul Hoddy and Michael Andersch and will be tested during the BTS Singles championships. Access to BowlsLink requires some thought. The Secretary asked that copies of any drafts be sent to him for record-keeping purposes. A more fully developed document will be presented at the next meeting.
ACTION: Ross Bannister
12. **Restructure Saturday pennant working group.** The terms of reference are yet to be developed. Michael suggested putting this on the agenda for the Delegates meeting to discuss (a) if we should conduct a review at all and (b) what the terms of reference should be.
ACTION: Michael Andersch
13. **In-Season transfers.** The Secretary advised that seven in-season transferees had paid the \$60 fee, while two players were granted an exemption under the policy and one player of the seven was not (again, under the policy).
14. **Appointments.** The Board ratified/confirmed the following SWC appointments:
 - Nadine Seabourne - Women's Senior SWC Manager
 - Robyn Leggett - Women's Senior SWC Selector
 - David Triffett - Junior SWC Manager
 - John Lane – Junior SWC Selector
15. **Bowls Tasmania State Selector (Senior Women).** The Board considered the offer from Carol Bannister to stand for the Women's Senior Selector (South) position. The Board resolved to consider this matter further and talk with Bowls Tasmania before making a decision.
ACTION: Secretary
16. **Cyber insurance (RCC).** The President was not present to report on this matter.
17. **BowlsLink anomalies.** The Statistician was not present to report on this matter.

Correspondence

18. The Secretary reported that 730 emails were received and 499 were emails sent between 20 November 2022 and 20 January 2023. Moved Ross Bannister, seconded Barbara Rankin that outwards correspondence be endorsed and inwards correspondence be accepted. **CARRIED**
19. The Board noted the following:
- BTS Championships:
 - BTS Men's Open and B-Grade triples (11/18 Dec 2022)
 - BTS Women's Open and B-grade triples (11/18 Dec 2022)
 - BTS Men's Open and B-Grade pairs (15/22 Jan 2023)
 - BTS Women's Open and B-Grade pairs (13/20 Jan 2023)
 - Travel Allowance form introduced for SWC tavel claims.
 - Steve Monaghan (warned) for a Facebook breach of etiquette.
 - BTS Polo top purchases were concluded.
 - Clubs advised of Grant Writing Workshops conducted by Clubs Tasmania.
 - Claremont protest against Tasman was dismissed.
20. The Board noted the following correspondence from Bowls Australia:
- Employment Vacancy - Pathways Coach Tasmania
 - Staff Announcement – Resignation of Kelvin Rodgers
21. The Board noted the following correspondence from Bowls Tasmania:
- Grant Alert - 2 December 2022
 - Vacant Southern and Northern State Selector Positions
 - Statewide Challenge (Round 1)
 - Junior (27 November 2022) at Longford
 - Open (4 December 2022) at Kingborough
 - Seniors (13 December 2022) at New Norfolk
 - Statewide Challenge (Round 2)
 - Junior (8 January 2023) at Longford
 - Open (29 January 2023) at North Launceston
 - Seniors (17 January 2023) at North Launceston
 - Bowls Tasmania Gala Week
 - 7-11 January 2023 - Launceston
 - 11-17 March 2023 - North-West Coast
 - State Senior Championships (11-15 February) at Beltana/Rosny Park
 - TIS - Free on-line Cyber Safety Presentations
 - First/Second Notice of SGM on 16 January 2023
 - Agenda for RCC Meeting on 16 January 2023
 - "Social Five Game" Members and BTAS Championships
 - Damaged Toilet at Longford
22. **Playing bowls with COVID.** Ross raised this matter out of session. The meeting discussed this matter and resolved to advise clubs that COVID is not (at present) a deterrent to playing pennant, however, the BTS Board hope members with COVID will voluntarily isolate while infectious. **ACTION: Michael Andersch**
23. **Glenorchy Rodman** paid their Affiliation fees.
24. **Orford** advised of a Member/Player suspended until 1 Jan 2023.

25. **Claremont** sought approval for the addition of a hoodie/jacket to the club uniform. The Board approved the request.
26. **Howrah** queried the Division 4 Red Thursday roster. Ross advised that the problem arose due to the roster being a 6-side competition instead of a 10-side competition. Ross has developed a solution for this problem for future pennant rosters.
27. **Sandy Bay** suggested BTS should provide clubs with an “Acknowledgement of country” statement to use at their discretion during the pennant opening address. Moved Michael, seconded Barbara that the BTS Board, as a leadership group for southern clubs, endorse this proposal. Michael suggested Peter Kirby should write the email to clubs as he was across this already. **CARRIED**
ACTION: President
28. **New Norfolk** advised of difficulties when Tim Morgan tries to login to BowlsLink following deletion of one of his two memberships. The Treasurer advised that New Norfolk had been refunded the affiliation fee for the deleted instance. Paul Hoddy is working with Tim to resolve BowlsLink access.
29. **Bowls Tasmania Constitutional Change.** The Bowls Tasmania Board’s proposal to change the voting arrangements for appointing directors from each region was sent to clubs for feedback/voting prior to the SGM called to consider the constitutional change. Clubs voted 8 for and 1 against with other clubs not responding. Peter Kirby voted in accordance with this input from clubs.
30. **BowlsLink issues.** The Secretary noted the following issues with BowlsLink that have been reported through correspondence:
 - BowlsLink washout game miscalculations
 - BowlsLink draw becomes public even if it is incorrect
 - BowlsLink had one team going straight through to the quarter finals
 - BowlsLink allowed entries after closing date
 - BowlsLink indicating championship entry is free

ACTION: Statistician
31. **BowlsLink competitions.** The Board resolved that Paul Hoddy should provide the Secretary with guidelines for creating BTS championships in BowlsLink so that people with the appropriate access can assist the Statistician with creation of competitions.
ACTION: Statistician

Grants

32. **Approvals.** The Board ratified BTS Grant approvals by the BTS Finance Committee:
 - Cygnet – Player Participation grant
33. **New applications.** The Board was advised of receipt of the following new grant applications:
 - Royal Hobart - Player Participation grant
 - North Hobart - Junior Development grant

Reports

34. **Finance.** The Treasurer advised that we’ll be getting a \$6,000 (approx.) refund from the ATO. Deb Jeffrey moved and Paul Matthews seconded that the financial report for December 2022 be accepted as presented to the Board (see summary at Appendix 1).
CARRIED

35. **Match Committee.** Ross Bannister presented his report to the Board (see Appendix 2). He noted that clubs nominate to host events but do not/cannot provide an event coordinator, umpires, etc. He also noted that entries were down again this year.
36. **Officiating Committee.** Michael Andersch presented his report to the Board (see Appendix 3). The report on Geeveston's new synthetic green is at Appendix 5.
37. **Coaches Committee.** Ross Bannister and Michael Andersch are being reaccredited as presenters/assessors for the South, and Leonie Price will become accredited as a presenter/assessor in the next week.
38. **Selectors.** Peter Kirby was not present to report on this matter.

Ongoing Matters

39. **BTS Strategic Plan 2019-23.** The Board resolved to set a date for brainstorming at our next meeting.
40. **Policy and Governance review.** Nothing to report.
41. **Knowledge Gaps.** Nothing to report.
42. **Conditions of Play.** Nothing to report.
43. **RCC Meetings.** Peter Kirby was not present to report on the 16 January meeting.
44. **March Delegates Meeting.** Agenda items from this meeting are:
 - BowlsLink membership categories
 - Restructure Saturday pennant working group
 - Championship prize money versus entries

General Business

45. **Uncollected prize money.** The Treasurer advised that several members have not yet submitted a claim for prize money and asked that they be advised that the time to do so expires on 30 April. **ACTION: Secretary**
46. **Championship prize money versus entries.** The Treasurer asked if we needed to rethink championships in light of dwindling entries as last year, \$15,000 (approx.) was paid out by BTS for prize money and greens usage, and entry fees are not covering these costs. Michael suggested putting this matter on the agenda for the next Delegates meeting to allow clubs an opportunity to provide input before the BTS Finance Committee review matters. **ACTION: Treasurer**
47. **Travel claim process.** The Treasurer will require each team manager to send a list of names of people who actually travelled in order to allow reconciliation against claims received. This will be added to the duties of the side manager. **ACTION: Secretary**
48. **Travel claims for SWC (North).** The Treasurer asked that team managers provide the Secretary with a list of who played and which officials also travelled to the North for Round 2 competition before any claims will be paid. **ACTION: Secretary**
49. **Accommodation for SWC (North-West).** The Treasurer asked who would be arranging accommodation for the Open (5 March) and Senior (28 February) SWC participants. The Board hoped Peter Kirby would undertake this as he did last year. **ACTION: Peter Kirby**

50. **In-season transfer policy.** The Secretary noted three issues with the current *BTS Clearance and Transfer Policy* (August 2022) as a result of enforcing the in-season transfer fee:
- **Transfer to closest club to home?** This is not covered and the meeting agreed that it was not necessary to amend the policy for this type of transfer.
 - **Transfer fee only applies to end-December?** The meeting agreed that this was not appropriate and “in-season” would continue to mean “while pennant is being played”.
 - **Transfer for social players who have played pennant?** Michael Andersch suggested we will need to tighten COP rules for this class of player and suggested covering this in that review.
51. **Payments for Mercury reporter.** The Treasurer advised the Board that:
- In order to receive payment from the Mercury for writing the bowls column, the reporter needs an ABN.
 - Rather than require whoever might do this to obtain an ABN, and seeing this is all about bowls and for the good of bowls, BTS will now invoice News Corp Australia each month using our ABN.
 - Once the payment is received, the person who writes the column will receive the payment (less GST) as an honorarium.
 - Using this approach, the money comes in and goes out less GST.
- The Board endorsed this approach.
52. **BowlsLink Results Portal anomalies.** Michael noted instances where the BowlsLink Results Portal shows invalid team structures (for example, a blank lead position or an opposite gender player in the three position). Ross advised that BowlsLink teams/sides were not reviewed and would not be reviewed due to the amount of work this would entail. BTS relies on – and will continue to rely on – protests from clubs to monitor invalid actions.

Next Meeting

53. The next meeting will be held on Monday 20 February 2023 via Zoom.

Closure

54. The Secretary declared the meeting closed at 6.45pm.

Paul Matthews
BTS Secretary

Appendices

1. Financial Report
2. BTS Match Committee Report
3. Officiating Committee Report
4. BowlsLink membership category normalisation proposal
5. Inspection Report - Geveston

Appendix 1 – Financial Report

Reports for December 2022

Current Assets

Bank Accounts	Dec 2022	Nov 2022	Change
• Bendigo cheque account	\$21,596	\$32,303	-\$10,707
• Petty cash (debit card)	\$698	\$937	-\$238
• Sandhurst investment	\$103,269	\$103,269	0
Total Cash at Bank	\$125,563.78		
Account Receivables	\$575.40		
Total Assets	\$132,526.67		

Current Liabilities

• Accounts Payable	-\$2.00
• GST	-\$6,861
• Provisions	\$22,850
Total Liabilities	\$15,986.54

Net Assets for BTS were \$117,090 v Last Year \$168,215 (a decrease of \$51,125.44)

Cumulative Net Profit YTD



YTD Net Loss as of December 2022 was \$1,276

YTD Budget Net Profit as of December 2022 was \$8,030

BTS is currently tracking \$-9,306 under budget.

Deb Jeffrey
Treasurer

23 January 2023

Appendix 2 – Match Committee Report

So far the BTS season 2022-23 has run as expected, although clubs are having trouble filling some teams on Thursday due to the COP 6.6 (d). This ruling needs to be looked at by the conditions of play committee for next year as there has been a lot of request for dispensation for player. All dispensations has been granted to keep clubs teams playing so they do not have to forfeit games.

There have been twelve rounds of Saturday pennant played, ten rounds of Wednesday and eleven rounds of Thursday pennant out of the eighteen home and away games. Now we are on the run down towards the finals.

The BTS men's championships - fours, triples and pairs completed.

- Men's open fours had 15 teams
- Men's B-grade fours had 6 teams
- Men's open triples had 17 teams
- Men's B-grade triples had 7 teams
- Men's open pairs had 32 teams
- Men's B-grade pairs had 12 teams

The BTS women's championships - fours, triples and pairs completed.

- Ladies open fours had 12 teams
- Ladies B-grade fours had 8 teams
- Ladies open triples had 14 teams
- Ladies B-grade triples had 4 teams
- Ladies open pairs had 20 teams
- Ladies B-grade pairs had 6 teams

Clubs that have been used for BTS championships so far has been Beltana, Rosny Kingborough, and Claremont; all two grass green clubs.

The Southern section of games of the Bowls Tas men's and ladies statewide challenge open and senior's competition had been played at Kingborough and New Norfolk Bowls Clubs.

The Bowls Tas State over sixties championships are in Hobart on the 12th to 16th February with the host club to be Beltana and Rosny as the second club.

Ross Bannister
Chair, BTS Match Committee

20 January 2023

Appendix 3 – Officiating Committee Report

Officials are required for our following events/days

Friday 20th January 2023– Ladies Pairs Post-Sectional and Finals @ Kingborough BC
– 2 Umpires required (Note 27th January is also held in reserve)

Sunday 22nd January 2023 - Men's Pairs Post-Sectional and Finals @ Kingborough BC – 2 Umpires required

Friday 10th February 2023 – D L Reid Ladies - 1 Umpire and possibly 2 Markers required for Semi-finals and Finals – Venue TBA

Singles Saturday 11th February 2023 – Men's and Ladies Singles Post-Sectional Knock-out - 4-6 Markers to assist host club if required. First/One Game Only as loser will mark later rounds on day – Venue TBA

Sunday 19th February 2023 – Men's and Ladies Singles Finals – 2 Umpires/Measurers and 8 Markers for Semi-finals and Finals of Open and B-Grade for each gender – Venue TBA

Friday 24th March 2023- – BTS Men's and Ladies Champion of Champions Singles Semi-finals and Finals of Open and B-Grade for each gender – Venue To Be Confirmed (Usually Bucks)

BTS hosting the State Senior Championships from 12-15 February.

1-2 Umpires/Measurers for each first two days to assist host clubs if required and

2-4 umpires for finals.

Michael Andersch
Chair, BTS Officiating Panel

January 2023

Appendix 4 – Membership category normalization proposal

I've been thinking about the "5 game" membership, and Michael has reinforced my thoughts, so here they are for all to consider:

1. Two "playing rights" categories – Full Bowler and Junior Bowler
2. Two "no playing rights" categories – Social Bowlers and Non-Bowlers
3. Two "caveat" categories – Life Member and 5 Games Member

PLAYING RIGHTS CATEGORIES

PLAYING RIGHTS?	MEMBERSHIP CATEGORY	DESCRIPTION
YES	~ Full Bowler	Can play any form of the game
YES	~ Junior Bowler	Can play any form of the game (must be < 18 years)

NON-PLAYING RIGHTS CATEGORIES

PLAYING RIGHTS?	MEMBERSHIP CATEGORY	DESCRIPTION
NO	~ Social Bowler	A member who only plays club social bowls
NO	Non-bowler	A member who does not play bowls

CAVEAT CATEGORIES

PLAYING RIGHTS?	MEMBERSHIP CATEGORY	DESCRIPTION
YES	5 Games	Can be granted to "no-play" categories for 5 games
NO	~ Life Member*	Can be granted to any category if a life member

~ Membership class defined in the BTS Constitution

- This creates 7 logical category combinations:
 1. Full Bowler
 2. Full Bowler / Life Member
 3. Junior Bowler
 4. Social Bowler / 5 Games
 5. Social Bowler / Life Member / 5 Games
 6. Non-Bowler / 5 Games
 7. Non-Bowler / Life Member / 5 Games
- The "5 Games" caveat is added/removed as required so doesn't change the number of categories.

Paul Matthews
BTS Secretary

29 November 2022

Appendix 5 – Inspection Report (Geeveston)

I inspected the Geeveston synthetic green on Thursday 5th January 2023 to assess its compliance with the laws of the game and consider its suitability for pennant and competition play. Hilton Coad hosted my visit and discussed some of the works with me.

The green has been in operation for only 1-2 weeks and Geeveston and the Berry Bowling Systems contractors are frantically working on the surrounds to bring it to completion as they have a regular January tournament on Sunday 7th January and pennant play will commence on Thursday on 19th for the Ladies and Saturday 21st for Open Gender.

To the green itself; ditch depths and widths all meet the minimum and maximum requirements in the laws of the game. Depth varies only very slightly between 60 and 90mm around the green and is well above the minimum requirement of 50mm depth. The long pile on the synthetic material in the ditch creates an illusion of shallow ditches, but measurement to the playing surface height was determined to be well over the minimum when allowing for the weight of the jack settled in the carpet pile. Interestingly Tony from Berry Bowling Systems was "on the tools" at Geeveston and we discussed this aspect as another state (VIC) has had issues with allowance for the depth of the pile.

Banks exceed the minimum height requirement. Hilton discussed the measures taken to remove 10 inches (250mm) of fill prior to adding back an amount of material through the drainage and levelling exercise to bring bank height into compliance. Bank height is very consistent with most measurements in the 240-245 mm range. The extreme lows and high 225mm and 260mm but these are isolated spots reflecting movement of the surrounds over time. Some handyman crafted steps have been made to assist their older members entering and exiting the green which is lower than the original by about 2-4 inches (50 to 100mm).

Ditch widths are consistently 215-250mm wide, but the majority of measurements are in the 225-235mm range. Widths and likewise Bank Heights present uniformly to players on a rink. Variations can only be observed if one takes a position to view such in a single view across the full green or along the full length of a ditch hence all variations are relatively minor.

Rink width is 5.25m, and well above the minimum width law. At time of inspection only N/S peg holes were completed. The green is square and hence the widths and peg position measured for N/S will be replicated for E/W by the time Ladies Pennant is playing a home game. Boundary pegs on outside rinks are on one side 820mm from the bank and 880mm on the other. The size of the green allows 7 rinks in both directions and excess each side of the ditch rink will allow a draw on the outside close to the side ditch.

Inspection did not include the rolling of a bowl but I observed players practicing. There remains a certain amount of settling of the nap of the surface which will occur with both the regular rolling and warmer weather. Feedback from the other clubs too is that watering at the optimal time gives time for a pennant match before the dryer sand starts coming to the surface at the end of a game. Having resources to complete this watering at the optimal time can be a challenge for Clubs and their volunteers.

Geeveston's new synthetic green like all recent installations will be quicker and truer at the start of the season than for the former grass green it replaced. Only now are we seeing grass greens in the South come to a pace above the newer synthetics.

On behalf of the Bowls South Officiating Panel, we recommend the new Geeveston synthetic green be declared "fit for play" for BTS events.

Michael Andersch
Chair, BTS Officiating Panel

13 January 2023