



MINUTES of the Board of BOWLS WA

Meeting held on Monday 26th February 2018 at Bowls WA Headquarters commencing at 7.50am.

1. PRESENT

Kerry Andersen, Lisa Featherby, Ross Warburton, Debbie Capper, Larry Bandy, Vince Del Prete, Hendy Cowan, Marc Abonnel

In attendance:

Ken Pride (CEO)

2. APOLOGIES

Tim Murray

3. CONFLICT OF INTEREST

Larry Bandy noted a previous business association with Naz Randeria who on behalf of Reliance Auditing was seeking the BWA Auditor's role. **NOTED.**

4. CONFIRMATION OF MINUTES

The Minutes of the Meeting held on Friday 22nd December 2017 were confirmed as a true and accurate record.

Moved: Vince Del Prete

Seconded: Ross Warburton

Agreed

5. STRATEGIC ITEMS FOR DECISION

5.1 Budget 2018/19

Lisa Featherby as the Director of Finance presented the budget for 2018/19. The key parameters were discussed and agreed, with Club Affiliation to increase by 3% (metropolitan) and 2% (country). No increase in competition entry fees, pennant nomination fees or country week entries was also noted. A small deficit would be budgeted for.

It was moved that the budget as tabled for 2018/19 be accepted.

Moved:

Vince Del Prete

Seconded:

Larry Bandy

Action: The CEO to notify clubs of the increase in Club Affiliation Fees as required.

5.2 Perth Suns – BPL #7

The CEO after discussion with the state selectors and coach tabled a recommended team for the Perth Suns and BPL #7. It was noted that some issues in terms of availability of Kristina Krstic were yet to be resolved; however a substitute had been put on standby should she prove to be unavailable. The CEO had sought independent advice from Bowls Australia representatives who had played in/attended BPL#6 and confirmed the ratings of the players. As such the team selected will be:

John Slavich

Clive Adams

Kristina Krstic (pending availability)

Therese Hastings (Coach)

Action: The CEO will inform Bowls Australia and the players as required.

5.3 Appointment of Auditor

The CEO tabled a proposal from Reliance Auditing to become the Association's auditor, following the retirement of Jeff Edwick. The CEO had met previously with representatives from the firm and noted their thoroughness and preparedness to present the proposal to the Board as required.

The meeting requested that the CEO set up a meeting with the firm and the Audit, Risk and Finance Committee following which the Board would consider any recommendation made by the committee by circular resolution. **NOTED.** It was

further noted that constitutionally the Auditor was appointed at the AGM and ratified by those in attendance; this would be relayed to the Auditor as required.

Vince Del Prete sought an appointment for no more than three years, (pending the AGM) which was endorsed by the meeting.

Action: The CEO as required.

6. Strategic Items for Discussion

6.1 Strategic Plan review and prioritization

Following the confirmation of the base elements of the Strategic Plan at the December meeting, Larry Bandy sought to commence a process of prioritization of the strategies and performance targets with the Plan in order to guide staff actions. He considered there was enough focus on those areas that were key to the Association's continued operations, which risked them being delayed in lieu of easier objectives.

There was discussion on the role of the Board and the setting of strategic direction and objectives versus the role of management and the attaining of those objectives through whatever operational activities deemed appropriate. It was agreed that the CEO look at the format of the Reporting Table of the Plan and seek a structure that could incorporate strategy prioritization.

The President similarly requested Board members consider the document with a view to discussing Board priorities, which would be agreed upon and introduced from 1st May.

Action: The CEO and Board members to consider the Strategic Plan its structure and priorities in preparation for the 2018/19 financial year.

6.1.1 RBM reports

As part of the discussion the importance of the RBM program in providing services to the clubs and receiving feedback on matters pertaining to the Association was deemed very important. The Board requested that the RBM monthly reports be made available to the Board and that the RBM's be periodically invited to the Board Meeting to provide updates on their activities.

Action: The CEO to set up a timetable of RBM/Staff attendance at Board Meetings to provide a report on their particular area.

6.2 BWA Committee structural review

Concern had been expressed by members of the Board as to the performance of some key committees and whether they were adequately carrying out their Charter. Similarly it was questioned whether the current committee structure remained the most appropriate, given the significant improvement in communication methods since the last review approximately five years ago.

The lack of volunteers who were prepared to nominate for committee positions had somewhat contributed to the discussion, with the failure to attract a full quota of BMC club representatives an example.

There was general discussion on the coupling of Audit & Risk with Finance and Governance with People Development, noting previous recommendations from DSR during OSP reviews on the need for an appropriate focus on Risk. Similarly the spread of Board members to Chair Operational Committees such as Fixtures & Events was raised and whether the structure needed greater oversight from Board members.

There was no definitive outcome from the discussion but the CEO was requested to give some thought to the current make up and structure of committees in preparation for further strategic consideration. **NOTED.**

7. Operational Items

7.1 Board Meeting schedule

The Board sought to confirm the day and time of Board Meetings for the balance of the year, noting some issues with work and travel schedules. After considering all options it was agreed that Monday morning's were preferred by the majority. The CEO was asked to draw up a new meeting schedule for Board meetings.

Action: The CEO as required and distribute.

7.2 Reports

7.2.1 President

The President tabled a written report noting her attendance at a number of BWA events including the state pairs, singles, over 60's events and the IZRR Pairs at Wickepin.

Issues surrounding the moving of the final three days of the Men's Country Week finals from Sorrento BC to Doubleview BC were explained and letters from and to Sorrento tabled. The President had personally met with Sorrento to discuss the matter.

A review of the Northern and Eastern Zone/League boundaries had been completed and the findings had been presented to the Country Committee. These would also be forwarded to the respective Leagues in these Zones. The President noted that should a club seek to change their League, they may do so, but must be mindful of the outcomes to all parties.

7.2.2 CEO

The CEO had distributed his report and highlighted several aspects, including the confirmed Bowls Australia Affiliation Fee increase for 2018/19, the outcome of the formal valuation of 158 Main Street, the likely delay in the full implementation of *Bowls Link* the successor to the current Bowls Connect system and a Code of Conduct issue that has been resolved at the High Performance level.

The CEO then took the Board through the preliminary work of the Affiliation Fee Review Committee, which was considering options for the utilising of pennant rinks/teams as the basis for affiliation charges. There was considered discussion on this type of approach which although very transparent, did not incorporate any costs for non-pennant members and in some ways may be considered unfair for clubs that maximised pennant involvement. It was noted this was a preliminary position at this time which required further investigation. It was a disappointment that at this time no club had provided any alternative suggestions/model to the current Affiliation Fee. The CEO's report was accepted.

7.2.3 Audit, Risk and Finance

The Director of Finance tabled the accounts to 31st January which were accepted.

Following a request from the Accounts Officer, it was **RESOLVED** to utilize the funds that currently exist in the General Reserve of the Balance Sheet (\$45,000) towards the costs of the Gotta love the Bowlo campaign.

Moved	Debbie Capper	
Seconded	Ross Warburton	Agreed

7.2.4 Club Development

Marc Abonnel noted the Minutes of the Club Development Committee meeting of the 15th January which were accepted.

7.2.5 Country

The Director of Country provided a summation of the Country Committee meeting held on the 23rd February, the Minutes of which were still being prepared. The Minutes of that meeting will be appended to these Minutes for the Board's information. **NOTED.**

8. Upcoming events

Upcoming events including the opening of Country Week at Osborne Park, the Metropolitan Pennant Finals at Yokine (men and women) and the hosting of the inaugural State Mixed Pairs was noted.

9. General Business

9.1 Livestreaming of events

Marc Abonnel noted the great success of the live streaming of events and encouraged the continued push in this direction. It was noted that this may incur some capital expenditure to purchase the appropriate equipment, but this was a worthwhile exercise, particularly for our major events, such as Country Week and state event finals.

9.2 Business opportunities

Marc Abonnel discussed the role of the Association and whether it included the broadening of its income base through the purchase of a retail opportunity. There was mixed reaction as to whether this was a core role of the Association, however the Board agreed that further exploration of opportunities should be undertaken, with any proposals to be brought back to the Board for further consideration. **NOTED.**

Action: The CEO to include on the March agenda.

There being no further business the meeting closed at 10.55am.

NEXT MEETING:

Monday 26th March at 8.00am