

**NEW ZEALAND INDOOR BOWLS (INC)  
MINUTES OF EXECUTIVE MEETING HELD MIRAMAR GOLF COURSE,  
WELLINGTON 1 DECEMBER 2019 COMMENCING AT 9AM**

**PRESENT:** Nigel Warnes, (in the Chair), Michael Lawson, Neil Anderson, Barry Chapman, David Edgar, Sharon Hook. Graham Low & Ngaire Drake. As arranged, Kevin Wilson attended for an hour at 9.15am.

Nigel Warnes congratulated his team on their re-election and said there would be a lot of work to be done to ensure everything was in place to assist districts in the vital changing environment.

**APOLOGY:** Nil

**MINUTES:**

*That the Minutes of the Meeting held 19 October 2019, as circulated be taken as read.*

Edgar/Hook

Carried

**MATTERS ARISING: Nil**

**FINANCE:**

*That the Statement of Accounts as at 28 November 2019, be accepted and direct debits, credit card and automatic payments be approved.*

Edgar /Anderson

Carried

The draft Audit Management Report that had been forwarded to Executive Members was discussed and the comments noted.

It was agreed that all future bank transactions should be electronic and changes will be formalised after Ngaire Drake leaves the organisation in March and new staff are appointed.

**CORRESPONDENCE:**

**Sent to District Secretaries**

Minutes of Executive Meeting 19 Oct 2019 with financial position  
AGM Papers and Annual Report  
District Secretary Deadlines

**HEALTH AND SAFETY:**

Sharon Hook reported that no issues had been brought to her attention.

Kevin Wilson addressed the meeting saying he had given his discussion paper "A better way forward" a lot of thought and was excited by the possibilities the sport had by implementing changes. Without doubt, the Executive are keen to keep Kevin involved and negotiations are under way for this and the appointment of an Administrator.

The Executive are keen to advertise this role in the next week and more details about the process will be available soon.

## **ANNUAL GENERAL MEETING REVIEW:**

All agreed it was a good meeting with lots of discussion and ideas being bounced around. There was a definite need however for better communications as there seemed to be a lack of understanding about some of the changes that had been put in place.

Neil Anderson is to draft a paper explaining more about these changes as it is realised that Districts should not feel burdened by what is happening but encouraged to address the changes in a positive manner.

Kevin Wilson arrived at the meeting and spoke to his discussion paper 'a better way forward' which had been sent by email to the Exec on the 28<sup>th</sup> Nov 2019.

Kevin reflected on the AGM and said that it was a positive meeting whereby there was a good level of participation, everyone had their chance to have their say and that there were positive outcomes reflecting the need to change. The power point presentation 'a better way forward' merely served to complement the AGM conversations and the direction that NZIB must move. Kevin talked about the change to the Executive Officer Role with the role becoming a shared role, specifically he spoke to;

### **The New Executive Officer (EO) role;**

- There would be significant change for the Executive in particular with regard to the separation between Governance and Operations
- Everything we do is linked back to the Strategic Plan
- Values is key in all we do, refer to the Strategic Plan.
- NO SURPRISES
- New role possibly bigger than 24 hours possibly put in a review clause.
- Kevin will copy Exec in on lots of info, merely to keep you informed...no surprises
- Constitution needs updating in due course.
- Nigel to ring Kevin 2nd Dec re decision

### **The New Administrator Role;**

- Advertise mid-December and close mid-January
- Preferred placement is Auckland, (subject to Kevin visiting Bowls NZ)
- Finalise JD, advertisement, timelines, and action Kevin/Ngaire
- Short list and invite a member of the Executive for final interview/s
- It was acknowledged the role will have many dealings with the Executive however must report to EO as it is all operations and EO has that responsibility.

### **The Travelling Roadshow;**

- Districts and Clubs and members invited together, try and get the usual 'non-attenders' to attend
- Two parts to the interactive workshops; our offering and their needs. Districts to respond to a questionnaire and inform NZIB of best timing and place for workshops
- Place on Website and have a Facebook link to avoid blockages at District level
- Workshop Content: planning, funding, WICE (E) and opportunity to address their needs/challenges

Kevin thanked the Executive for the opportunity to talk about how he saw 'a better way forward'.

## **NATIONAL CHAMPIONSHIPS:**

*That David Edgar be the Tournament Controller.*

*That David Edgar, Nigel Warnes and Graham Low be the Match Committee.*

Anderson/Chapman Carried

*That the entry fee per person per event for the National Championships remains at \$20.*

Hook/Lawson Carried

It was agreed that David Edgar would visit Whangarei for a meeting with the LOC following the February Executive Meeting.

## **ISLAND TEAMS:**

*That Barry Chapman, Sharon Hook and Neil Anderson be appointed North Island, Northern Zone Academy and Masters Team Selectors.*

Lawson/Low Carried

*That Barry Chapman is appointed North Island Team Manager.*

Edgar/Lawson Carried

*That David Edgar, Nigel Warnes and Graham Low be appointed South Island Selectors.*

Hook/Anderson Carried

*That Michael Lawson, Nigel Warnes and Graham Low be appointed Southern Zone Academy and Masters Selectors.*

Edgar/Anderson Carried

*That Nigel Warnes be appointed Manager for South Island Team*

Edgar/Low Carried

*That Neil Anderson be appointed Manager of the Northern Zone Academy and Masters Team and Michael Lawson Manager of the Southern Zone Academy and Masters teams.*

Hook/Low Carried

## **EVENT CONTROLLERS:**

The following event controllers were appointed.

<i>NZ Mixed Fours Final</i>	<i>Masterton</i>	<i>Neil Anderson</i>
<i>NZ Mixed Pairs Final</i>	<i>Masterton</i>	<i>Neil Anderson</i>
<i>North/South Match</i>	<i>Invercargill</i>	<i>Graham Low</i>
<i>Welch Trophy</i>	<i>Christchurch</i>	<i>Michael Lawson</i>
<i>NZ Junior Singles</i>	<i>Wellington</i>	<i>Neil Anderson</i>
<i>Henselite C of C</i>	<i>Dunedin</i>	<i>David Edgar</i>
<i>Academy/Masters</i>	<i>Whangarei</i>	<i>Sharon Hook</i>
<i>NZ Secondary Schools</i>	<i>Wellington</i>	<i>Neil Anderson</i>
<i>NZ 1-5 Pairs</i>	<i>Upper Hutt Valley</i>	<i>Neil Anderson</i>
<i>NZ Masters Fours</i>	<i>Auckland</i>	<i>Barry Chapman</i>

**APPOINTMENTS:**

*That Matthew Gilkinson LLB. BSc be re-appointed the NZIB's Solicitor.*  
 Low/Edgar Carried

*That Moore Markhams continues as the NZIB's Auditors.*  
 Lawson/Edgar Carried

**LEVIES:**

*That the following levies remain for 2020*  
*North Island touring team member \$450*  
*South Island team member \$200*  
 Edgar/Anderson Carried

**2020 EVENTS:**

David Bullock had agreed that Canterbury would review their proposed venue costs for the Welch.

The Mixed Fours and Mixed Pairs to be held in Masterton would need to be on different days due to the hall only being able to accommodate nine mats.

The possibility of the Indian Sports Centre being used as a Wellington venue due to its proximity to the airport and accommodation was being investigated.

**PRIZES:**

All prizes for the Nationals will be determined once entry numbers are known.

*Junior Singles and Henselite Champion of Champions-\$200.00*  
*Winner; \$125.00 runner up;*  
*\$50.00 semi-finalist*  
*NZ Mixed and Master Fours; \$150.00 winners; \$75.00 runner-up*  
*NZ Mixed Pairs and 1-5 pairs: \$150 winners; \$75.00 runners -up*  
 Edgar/Lawson Carried

**REVIEW OF EXPENSES:**

*That the Schedule of Tournament and AGM expenses be accepted.*  
 Edgar/Lawson Carried

*That the Executive Expenses be accepted.*  
 Edgar/Low Carried

**UMPIRES REPORT:**

Nigel said 2019 had been a trial year and he was satisfied that the Mat fault DVD worked well and the National exam process was now simple and ready to roll out. It would be promoted on the road shows especially to those districts who were lacking in Umpires.

**PUBLICITY:**

With Delwyn Hughes retirement from this role, negotiations are underway for her replacement. Delwyn's offer to assist with future publicity and the passing over of information will be invaluable.  
 A MOU will be prepared to finalise the agreement.

**WEBMASTER:**

Paul Voorend’s resignation in this role was accepted and he was thanked for this contribution over the past three years.

It is envisaged that the new EO and Administrator will take on more responsibility for this and social media.

As you should know the new Website is up and running and is still very much a work in progress. Different tools such as helping new Treasurers will be loaded up and Feedback on what you think of it and would like to have added are always welcome.

**DEVELOPMENT:**

Refer to Annual Report

*That Neil Anderson be appointed Executive Member in charge of Development.*

Warnes/Low

Carried

Michael Lawson was thanked for his contribution in this area and it was recognised that he was now involved in many other important areas and his load had to be spread.

A draft MOU is to be sent to Neil and the possibility of keeping Alex Reed involved will be pursued.

**EXECUTIVE OFFICER’S REPORT:**

*That the Executive Officer’s report be accepted.*

Anderson/Edgar

Carried

**INTERNATIONAL:**

It is proposed that Michael Lawson, Nigel Warnes, David Edgar, Graham Low and Neil Anderson meet on the Friday night before the February Executive Meeting to create a format for a possible World Cup in 2021.

There is urgency involved to allow other countries time to commit and suggest possible changes.

*That David Edgar, Barry Chapman and Nigel Warnes be selectors of the 2021 NZ Team.*

Lawson/Low

Carried

**EXECUTIVE MEMBERS DISTRICT RESPONSIBILITIES**

The Executive Team are always available to help so please contact them if you have any issues. The Executive contact list will be forwarded with the Minutes.

Neil Anderson: Upper Hutt Valley, Bush Ruahine, Wairarapa, North Wellington, Hutt Valley, Horowhenua, Manawatu

Michael Lawson: Ashburton, Canterbury, South Canterbury

Nigel Warnes: Buller, Greymouth, Hokitika, Nelson, Golden Bay-Mot, Marlborough.

Barry Chapman: Thames Valley, Waikato, King Country, Auckland, Northland, North Harbour, North Taranaki

David Edgar: South Otago, Counties, Roskill & Districts, Otago, North Otago

Sharon Hook: Bay of Plenty, Hawkes Bay, PB-EC, Tauranga and Wanganui

Graham Low: Central Otago, Taranaki, Southland

## **GENERAL BUSINESS:**

Clarification was asked over the Volunteer of the Year award and it was agreed that it will be renamed "Annual Volunteer Service Award"

Henselite had advised that blue/orange bowls should be available by the end of the year and it was surprising to note that so many orders had been placed for the yellow bowls.

### **Annual Reports:**

The value of printing hard copies of these was questioned due to lack of District demand. It is always available on the website. Different printing options will be sought before a final decision is made.

### **FACEBOOK:**

The content of the different NZIB sites, official and unofficial was discussed and while it was not encouraged, promoting Bowls NZ content it could have benefits with reciprocation. This will be monitored further.

Nigel suggested a radio advertisement throughout the country would be a good advertising tool for the game and David Edgar added the opportunity that had arisen over advertising on the back of Dunedin buses. More details are required before any decisions are made but all agree that the profile of the game needs to be enhanced.

Sharon Hook suggested that the Motorhome Association had many members keen to play bowls throughout the country and she was encouraged to involve them as an Associate member. Different opportunities such as this needed to be explored.

### **MATSIDE**

Barry said that work was being done to draft a MOU for live streaming next year with the possibility of funding being available. The NZ Junior Singles/ NZ Secondary Schools events and the North v South were exempt, as they had already been designated to other providers.

Many years ago, NZIB transferred historical information to NZ Archives. This will be followed up to investigate how it has been stored and if more information would be welcome.

President Nigel said 2020 would be a big year for change and thanked Executive Members for their contribution during the meetings over both days.

Meeting closed at 1.45pm



NEW ZEALAND  
INDOOR BOWLS

<b>Funds Held</b> <b>As at 27 November 2019</b>
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**ANZ BANK**

Cheque Account:	\$ 40,959.68
On- Line Call Account	\$ 66,657.14

**Term Deposits:**

Matures 7/05/20	3.25% (12 mths)	\$200,000.00
UDC funds now transferred to ANZ	-	
Matures 9/1/20	3.45% (12 mths)	\$209,819.34

<b>TOTAL FUNDS HELD</b>	<b>\$517,436.16</b>
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