



MINUTES OF EXECUTIVE MEETING HELD SATURDAY 13th FEBRUARY 2021, COMMENCING AT 9.00 A.M. AT RYDGES HOTEL, WELLINGTON AIRPORT

PRESENT: Michael Lawson (in the chair), Barry Chapman, Graham Low, David Edgar, Neil Anderson, Sharon Hook, Wayne Tough, Helen Stallard.

Graham Low commenced the meeting until Michael Lawson arrived at 9.30 a.m.

APOLOGIES: Nil

MINUTES:

"That the Minutes of the meeting held on 5th December 2020 as circulated, were taken as read and approved."

David Edgar/Barry Chapman

Carried

MATTERS ARISING FROM THE MINUTES:

Matside have queried when payment will be made. It will be processed for 20th February.

CORRESPONDENCE:

Inward:

Moore Markhams - Draft and Final Audit Report
Timaru Indoor Bowls Association - Hosting of Zone National Fixtures and National events
Rydges Hotel - contract for Executive meeting booking
St Pauls Indoor Bowls - Request Nationals Letter and Affiliation Letter
Tauranga Citizens Club Indoor Bowls - Complaint re Bowls
David Edgar, Sharon Hook and Wayne Tough - Finances 2021
Bowls Hawkes Bay - Notice of tournaments

Outward:

Anne Cole - Second copy of Welch Trophy Letter
Delwyn Hughes - Poster for North Island Champs
Pelorus Trust - Funding application
Rydges Hotel - signed contract for Executive meeting booking
St Pauls Indoor Bowls - Nationals Letter and Affiliation Letter
Tauranga Citizens Club Indoor Bowls Reply
Timaru Indoor Bowling District - Affiliation Letter
Pelorus Trust - Re Funding Application
Incorporated Societies - End of Financial Year 2020

District Secretaries:

Minutes of AGM

Minutes of December 5th Meeting

NZIB Calendar and events 2020-2021

"That the Inward correspondence be received and the outward endorsed."

Barry Chapman/David Edgar

Carried**FINANCIAL REPORT:****Balance as at 2nd December 2020**Current Account: **\$7,621.56**On Line Account: **\$16,672.31****Balance as at 5th February 2021**Current Account: **\$41,239.29**On Line Account: **\$76,493.76****Term Deposits:**

Maturing	7 th May, 2021	\$200,000	2.3% (12 months)
Maturing	2 nd August, 2021	\$50,000	0.8% (180 days)
Maturing	1 st February 2022	\$50,000	0.8% (12 months)
Maturing	1 st August, 2022	\$50,000	0.85% (18 months)

The final Audit Management Report from the auditors been received and was discussed. Accounts mainly satisfactory from an auditing point of view.

It was further agreed that the term deposit maturing on 7th May would be rolled for a further 12 month period.

"That the financial report be received."

Graham Low/Wayne Tough

Carried**7. Health & Safety:**

Sharon Hook reported that clubs still need to be vigilant with Covid and good hygiene practiced - clean the bowls and ensure you have hand sanitiser in your halls.

For all Centres that are hosting NZIB Events NZIB will be checking that all H & S forms have been completed prior and during the competition. A copy of these forms needs to be emailed to Helen Stallard - office@nzindoorbowls.co.nz - to put on file. Please go to the NZIB Website where you can download the appropriate forms.

8. Event Rules:

Updated by Graham Low. Changes to be made Henselite zone finals to be by rotation, after confirmation that Henselite will still be the sponsors this season. If they are not sponsoring their name will be removed. Junior Singles change of eligibility date to 31st March for consistency.

"That the Event Rules for 2021 be altered as discussed."

David Edgar/Sharon Hook

Carried

9. Events 2021:

- **National Championships**

Poster should be available by the end of the week.

Entry form ready if Summerset remain as a sponsor. Poster and entry form to be emailed to district secretaries.

Badges for Nationals all events to be ordered - they are partially completed from last year.

Advocate Print will print the Nationals book, wall charts and certificates for the Nationals.

Programmes to be given out on Friday night by Sharon. Clock needs to be sourced.

David Edgar is having a meeting tomorrow with Nationals Local Committee in Blenheim and a meeting at the stadium on Monday morning.

Instruction sheet for District secretaries to be updated and sent out with entry forms and posters.

- **Island Tour**

Quotes for buses and accommodation to be sought. Nominations need to be returned to office by 27th May 2021.

Office Administrator to liaise with all hosting clubs re catering and if they have any plans with schools for the touring team to undertake.

10. Scorecards:

Enquiries from Thames Valley, Timaru and for Nationals for scorecards. A quote from Advocate has been received at \$2,771.50 for 100,000 scorecards. This will be accepted and actioned as soon as possible.

11. Transgender Policy:

A transgender policy from Bowls NZ was circulated and discussed. This has been accepted by Sport New Zealand. Permission to change the document will be sought from Bowls NZ and adopted by NZIB.

12. Police Vetting:

The Executive went into Committee for discussion for 15 minutes.

"That any person working for NZIB, or that will be involved with school age children, including umpires, managers and coaches will be police vetted prior to assisting. This will also include Island Teams who are working in schools."

Neil Anderson/David Edgar

Carried

It is recommended that District coaches should be Police Vetted by the Districts to safeguard all.

13. Live Streaming:

It was agreed that we would endeavour to have all national finals live streamed including the North Island Championships in Rotorua. The Sport Collective has not indicated if any funding will be made available this year.

"It was moved that Wayne Tough would source commentators to ensure the commentary team is professional and to liaise with our live streaming partners."

Michael Lawson/Neil Anderson

Carried

14. Trophies:

Two new trophies are to be purchased for 1-5 Singles and Pairs. Photos of all trophies owned by NZIB are to be taken by Event Controllers throughout the season so that the Trophies Officer has a record of trophies held.

15. Roadshows:

Those districts who expressed an interest in the roadshows last year are to be contacted and offered a visit this year. Suitable date to be requested from them and topics to be covered. This will depend on who will be attending from NZIB. Tauranga have indicated that they no longer wish to be visited. Once these are known then other districts will be offered a visit. This meeting will be open to all members, players and interested members.

Topics to be considered admin, coaching/umpiring, funding, attracting new members, retention of members and administrators, district challenges plus any topic the district would like to discuss.

16. Databases:

An issue with the Access database has been identified. Graham Low has contacted someone in UK who can alter to what we are requiring at approximately \$1,200. Executive members are asked to investigate other database systems and reply within 3 weeks.

Copies of the current database for each district will be sent to them to be updated and returned.

17. Umpires Exams:

Nigel Warnes will continue as examiner. Interest is to be sought from all Districts for people wishing to undertake the umpires' exams in March to be returned to office by 20th April 2021. The exam will be in the first week of May.

18. Ivon Pash:

With the permission of the Pash family Ivon has been nominated for the "in memoriam" part of the Halberg Awards which will be held on Thursday evening.

19. Summerset Sponsorship:

Conversations have been held with Summerset to continue their sponsorship. At this stage it appears positive and reports and a calendar of events have been forwarded to Summerset.

20. Gold Stars:

A gold star for 15 events is to be ordered from Mayer and Toye.

21. General Business:

1. Levy 2021:

David Edgar and Sharon Hook had prepared papers on the financial situation and ideas to solve the huge deficit that has been experienced for the last 4 years. After discussion it was agreed -

"That all National Events, excluding the Junior Singles, be levied \$100 per player including the reserves and managers of the Welch Trophy."

Graham Low/David Edgar

Carried

2. Executive Expenses:

"That the Executive Expenses remain as status quo."

Graham Low/David Edgar

Carried

3. AGM and Tournament Expenses:

"That the AGM and Tournament Expenses remain as status quo."

Graham Low/David Edgar

Carried

4. **Sport New Zealand:**
Sport New Zealand are changing the wording around governance gender. The 40% male criteria will be removed. Due to the decreased funding for next year the policy will not apply to NZIB.
5. **Newsletter:**
Sharon covered off topics that she will send to Teri for another newsletter to be produced.
6. **Academy Boundary:**
It was agreed that the Southern zone would consist of the South Island plus Horowhenua, Wairarapa, and North Wellington, Upper Hutt and Hutt Valley.
7. **Resolutions to apply for funding:**
"That a funding application be lodged with The Southern Trust for \$10,000 for the Island Tour accommodation."
Sharon Hook/Wayne Tough **Carried**

"That a funding application be lodged with The Mainland Foundation Ltd for \$7,000 for the Island Tour bus hire."
Sharon Hook/Wayne Tough **Carried**

"That a funding application be lodged with The Invercargill Licensing Trust for \$5,000 for Live Streaming of the North vs South event."
Sharon Hook/Wayne Tough **Carried**
8. **Executive Shirts:**
Quotes have been received for shirts and jackets for Executive members who do not have them. At this stage just 4 shirts and 2 jackets will be purchased.
9. **Change of Event Dates:**
Due to the unavailability of the venue in Upper Hutt on required weekend the 1-5 Year Pairs and 1-5 Year Singles will be swapped with the Champion of Champions Singles.

There being no further general business the meeting closed at 2.35 p.m.

The next meeting will be held on Saturday 1st May by teleconference.

Minutes Confirmed: _____

Date: _____