



**MINUTES OF NEW ZEALAND INDOOR BOWLS
EXECUTIVE COMMITTEE MEETING HELD VIA TEAMS
ON SATURDAY 11th OCTOBER 2025 AT 9:00 A.M.**

PRESENT: Graham Low (Chair), Barry Chapman, Roy McCurdy, Liz Morrow, Nigel Warnes, Michael Lawson, Simon Ayris, Tracy Wright (Administration Officer)

APOLOGIES: Nil

MATTERS ARISING FROM THE PREVIOUS MINUTES:

- Use of Accountants address to be followed up by Graham Low.
- Draft constitutions remain a work in progress. Graham Low aims to issue these to the Executive for feedback in October.
- Umpire Training Material - Barry Chapman reports little interest from people he has spoken too. To be explored further as part of the strategic action plans.

ADOPTION OF EXECUTIVE MEETING MINUTES:

‘That the minutes of the meeting held on 12 July 2025, as amended, be accepted as a true and correct record.’

Nigel Warnes/Michael Lawson

Carried

CORRESPONDENCE:

BW Miller Dean	End of Year Financials process and timeline for 2025
Moore Markhams	Audit process and timeline for 2025
Wayne Tough	Meeting with Bruce Christie re Chartroom
Brentwood Hotel	Booking for AGM
Garden Hotel	Super Weekend accommodation
Highway Motel	North vs South accommodation
Rosebank	North vs South accommodation
Seniors.org.nz	Free listing for bowls clubs throughout NZ
Blair Pope	What is the NZIB definition of a novice?
Evelyn Bisset	Resignation as Umpire
Matt Spargo	Photos from Juniors and Secondary Events
Roy Ayris	Concerns re game time and dangerous shots
Roy McCurdy	Resignation from NZIB Executive Committee
Isobell Bell	Training of new umpires
Grant Cowie	Funding application management
Henselite	Invoices and sales orders
NZ Community Trust	Receipt for \$2947.37 unspent grant
Katie Bishop	Trans-Tasman airfare quote
Kiri and Fiona	School Sport reporting for SISS and NISS
Sporty - Jo Perry	Sporty website features and pricing, CRM migration
Flatout Web Design	Website upgrade
Brazen Clothing	North vs South uniform
School Sport	Reporting for 2025 and Sanctioning 2026 Dates
Waddell Foundation	NZSS
Numerous Players	Logistics for Super Weekend
Schools and Parents	NZSS and Juniors entries, logistics, invoicing, and reimbursements
Various suppliers	Quotes obtained during period:

	HireAce & Bargain Rentals - Mini Vans – Super Weekend
	Richies - Bus Hire – North vs South
	Rite Price & Bargain Rentals- Rental Vehicle – Juniors
	Katie Bishop - Airfares – Juniors
	Katie Bishop - Airfares, accommodation, rental vans – Trans-Tasman
	Kapinua & Dynasty – Uniform – Trans-Tasman
Bowls queries	See agenda - Financials
Funding	See agenda - Funding

Correspondence Themes from District Secretaries/Treasurers:

Membership Returns, Inter-provincials, Super Weekend, Seeking Māori Commentators, Entry form request and queries, Juniors, NZSS, SISS, NISS, Super Weekend entries, Letter of affiliation, Marketing material request, Application to host event, North vs South player letters, bowls orders, catering/meals/lunches for North vs South, Juniors and Super Weekend, Remits for AGM, Funding advice, Affiliation fee hardship request, Online Casino Gambling Bill, Rules review, Law changes, Pixie Blake in the media.

MATTERS ARISING FROM CORRESPONDENCE:

- Nil

RESOLUTION TO ACCEPT CORRESPONDENCE:

‘That the inward correspondence be received and the outward correspondence approved.’

Liz Morrow/Barry Chapman

Carried

FINANCIAL REPORT:

- As of 07 October 2025

<u>Bank Accounts</u>	<u>Current Account</u>	<u>Online Account</u>
Income	\$112,562.66	\$ 4,506.49
Expenditure	\$106,491.34	\$ 0.00
Account Balance	\$ 83,750.87	\$ 7,975.88

<u>Term Deposits</u>	<u>Amount</u>	<u>Rate</u>	<u>Maturity</u>
TS1000	\$200,000.00	3.9%	19/05/2026
TD1003	\$ 50,000.00	4.55%	09/11/2025
TD1004	\$ 50,000.00	3.8%	TBC

RESOLUTION TO ACCEPT THE FINANCIAL REPORT:

‘That the financial report be accepted as a true and correct record.’

Simon Ayris/Michael Lawson

Carried

FUNDING REPORT:

- A total of \$49,147.00 in grant funds have been received to date including \$6,214.00 this last quarter.
- An annual funding planner has been created to provide a 12-month forward view of what funding is required, from who, and by when.
- The process for managing all funding applications internally will take effect from 01/01/2026.

- o Advance notice of our intention to terminate our contract with Cowie Consultants will be issued by the end of October. One month notice in writing is required however a final termination date of 31/12/2025 will be proposed.
- o The first in-house application, for Trans-Tasman, funding was submitted on 10/10/2025.

RESOLUTION TO TERMINATE CONTRACT:

‘That notice of termination of the funding service agreement with Cowie Consultant take effect on 31/12/2025.’

Michael Lawson/Barry Chapman

Carried

RESOLUTION TO APPLY FOR FUNDING:

‘That applications for funding be submitted to relevant agencies for the cost of the role of Administration Officer.’

Barry Chapman/Michael Lawson

Carried

RESOLUTION TO APPLY FOR FUNDING:

‘That applications for funding be submitted to agencies in support of flights, accommodation, uniform, bus and other costs associated with the New Zealand team attending the Indoor Bowls Trans-Tasman Test Match taking place in Port Sorrell, Tasmania, Australia, from 14-16 May 2026.’

Nigel Warnes/Michael Lawson

Carried

RESOLUTION TO APPLY FOR FUNDING:

‘That applications for funding be submitted to agencies in support of the 2026 NZIB National Championships to be held in Palmerston North, from 6-13 June 2026.’

Michael Lawson/Graham Low

Carried

MEMBERSHIP AND AFFILIATION FEES:

- Affiliation Fees
 - o Thank you to the Districts for prompt payment of the 2025 Affiliation Fees.
 - o District are required to pay the full invoiced amount by the Due Date. If the Hardship Request is approved, a refund for the difference is then processed.
- Membership Returns
 - o No Membership Return has been submitted by Auckland or Northland.
 - o Incomplete Membership Returns have been submitted by Canterbury and Waikato.
 - o The District Membership Return data has now been uploaded into the Sporty CRM. A quality review of the data will be completed before December.
 - o The 2025 Membership Return outlined the minimum required data for every affiliated member. Some Districts have not provided all this data in 2025, which is acceptable, however all future Membership Returns must meet the minimum data requirements.
- Hardship Requests
 - o It is of concern to the Executive that a pattern is emerging with some Districts repeatedly applying for Hardship Requests.
 - o Future Hardship Requests will not be accepted without a detailed plan to recover from the drop in membership numbers.
 - Horowhenua – An offer of Executive mentorship has been extended to this District. The outcome of their Hardship Request is subject to their engagement with this offer.

- Waikato – This request will be reconsidered in December pending submission of the outstanding Club Membership Returns.
- Northland – This request will be reconsidered in December pending submission of the outstanding District Membership Return.

HEALTH AND SAFETY REPORT:

- Incidents and Observations
 - A fall (no injury) was reported at the Super Weekend as the result of a player stepping backward onto a bowl on another mat.
 - Concern was raised about ‘wind-up and dangerous drives’.
 - Regular health and safety moments on social media and newsletters would be an appropriate way to remind members to be health and safety vigilant.
- The Safeguarding of Children and Vulnerable Adult’s policy was discussed.
 - Graham Low commented that there was information repeated throughout the document and that perhaps this could be simplified. A further review of the document does show repetition however, as the Executive elected to adopt the Sport NZ policy, it is recommended that no further changes be made.

RESOLUTION TO APPROVE NEW POLICY:

‘That The Safeguarding of Children and Vulnerable Adults policy is approved for implementation.’

Michael Lawson/Nigel Warnes

Carried

CALENDAR OF EVENT AND EVENTS PROGRAMME:

- Future Hosting Requests
 - All applications were considered. The list below confirms the host for the given year and event. Where ‘TBC’ is noted below, NZIB is still to finalise with named preferred host.
- | | | |
|------|------------------------------|---|
| 2026 | TBC (<i>Bay of Plenty</i>) | North Island vs South Island Test |
| 2026 | North Taranaki | Inter-Provincial - Div 1, 6 Teams |
| 2026 | TBC (<i>Canterbury</i>) | Inter-Provincial - Div 2, 6 Teams |
| 2026 | Hawkes Bay | Inter-Provincial - Div 3, 6 Teams |
| 2026 | King Country - Te Kuiti | Inter-Provincial - Div 4 North, 9 Teams |
| 2026 | TBC (<i>Canterbury</i>) | Inter-Provincial - Div 4 South, 6 Teams |
| 2026 | Otago | South Island Secondary Schools |
| 2026 | Tauranga | North Island Secondary Schools |
| 2026 | Waikato | NZ Secondary Schools |
| 2026 | Waikato | Junior Singles |
| 2026 | TBC (<i>Counties</i>) | Super Finals |
| 2027 | Southland | Island Championships |
| 2027 | Taranaki - Hawera | National Championships |
| 2027 | Canterbury | North Island vs South Island Test |
| 2028 | North Taranaki | Island Championships |
| 2028 | TBC (<i>Canterbury</i>) | National Championships |
| 2028 | Poverty Bay-East Coast | NZ v Australia International Test |
| 2029 | TBC | National Championships |

RESOLUTION TO APPOINT:

‘That the above-named Districts be confirmed as the hosts of the corresponding events to be held in the named years, and that the TBC hosts be confirmed by acceptance email to the Administration Officer no later than 21 November 2025.’

Michael Lawson/Nigel Warnes

Carried

EVENT UPDATES

- 2026 Trans-Tasman International
 - Nominations close 31 October 2025.
 - The first funding application for the ‘full-cost package’ has been submitted to Blue Sky.
- 2026 Nationals - Manawatu
 - An online web/book or site will be produced for the 2026 Nationals rather than a printed handbook.
 - Advertising can be accommodated in text, still images and animated banners.
 - Advertising is also required for the Matside Live Stream.
 - Tracy Wright to liaise with Alex Reed to produce a Sponsorship Pack for Manawatu to assist them with obtaining sponsorship.
 - A 75:25 / District:NZIB split in sponsorship revenue distribution has been set.
 - Liz Morrow to arrange a stadium visit with the District.
 - First round regional government and agency funding applications for venue, medal, and other associated costs to be submitted, by December.

RESOLUTION TO APPLY FOR FUNDING:

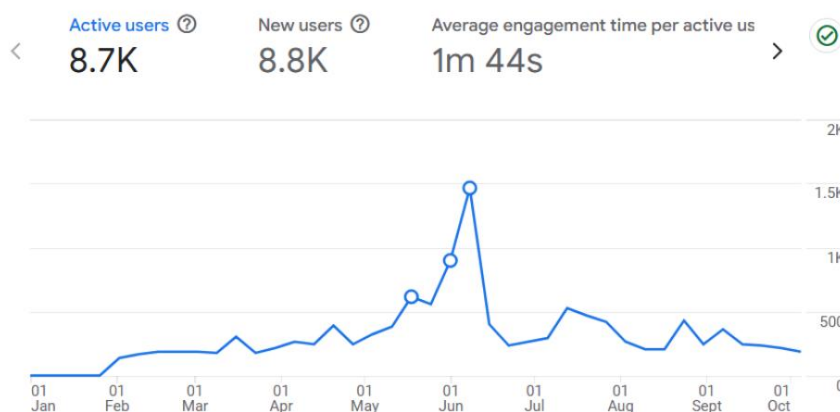
‘That applications for funding be submitted to various agencies in support of the NZIB National Championships being hosted by the Manawatu District in Palmerston North from 6 June 2026 to 13 June 2026.’

Liz Morrow/Michael Lawson

Carried

PUBLICITY REPORT:

- Website
 - Almost 9,000 unique users visited www.nzindoorbowls.co.nz since January 2025.



- Social Media
 - The graph below reflects the events that we held from July.
 - In total, 684,532 views on NZIB social media.
 - NZIB gained 161 "Followers".



- Matside – Live-Streaming
 - 2025 videos continue to get views, with the top video now at 117,000.
- Volunteer or Amateur Photographers Wanted
 - For marketing and development purposes we constantly need high-quality, fresh imagery. Tracy Wright to liaise with Alex Reed for formulate a plan to address this need.
- It has been suggested that to complement the NZIB Events Calendar, another calendar for 'All District' indoor bowls activities be produced. Tracy to liaise with Alex for formulate a plan to address this need.
- Alex is working on an "Indoor Bowls Week" support pack for the Districts.
- Tracy and Alex to create a programme to manage NZIB's formal recognition options - Hall of Fame, Roll of Honour, Kings Birthday Honours, Halberg Awards Memorial Section.

RESOLUTION TO EXTEND CONTRACT:

'That Alex Reed be offered a contract extension for the role of Publicity Officer effective 1 November 2025 to 31 October 2026.'

Barry Chapman/Michael Lawson

Carried

AGM

- The Brentwood Hotel has been booked (accommodation, catering, conference) for Saturday 6th December.
- Club of the Year nominations and Volunteer of the Year nominations – close 31 October 2025.
 - Awardees to be selected by a panel of 3 comprised of the NZIB President plus two District Presidents (invited to participate according to alphabetical surname, first from the top 'A' and second from the bottom 'Z')
- NZIB Executive and Officer nominations – close 21 October 2025

RESIGNATIONS:

- On behalf of the Executive, the President, Graham Low, thanked the following Executive Committee Members for their service and dedication to our sport. Their resignations have been tendered and accepted effective 6 December 2025:
 - Roy McCurdy
 - Barry Chapman
 - Simon Ayris

TECHNOLOGY:

- Two proposals to upgrade the NZIB website were considered:
 - Sporty (new CRM supplier) - initial \$3,250 then ongoing \$90 monthly
 - Flatout (current web host) - initial \$8,995 then ongoing \$90 monthly + \$195ph for edits/updates

RESOLUTION TO FOR NEW WEBSITE:

‘That the Sporty Website proposal be accepted for ‘Go-Live’ in February 2026.’

Nigel Warnes/Michael Lawson

Carried

RESOLUTION TO TERMINATE CONTRACT:

‘That notice of termination of the web host service agreement with Flatout Web Design take effect on 01 March 2026.’

Nigel Warnes/Roy McCurdy

Carried

GENERAL BUSINESS:

- The draft NZIB Strategic Plan was discussed. The Executive welcome feedback on this document from the Districts by 21 November 2026.
- Three submissions for the Law Book review were received and considered. An updated Law Book will be released in softcopy in due course.
- The Event Rules review has been deferred until February 2026 except for the following change:

RESOLUTION TO CHANGE AN EVENT RULE:

‘That Rule 14 of the National Masters Fours - Rules be changed to read “In both Zone Finals and the New Zealand Final, games shall be of 10 ends with a time limit of 60 minutes.”

Michael Lawson/Nigel Warnes

Carried

- The Executive would like to thank and acknowledge the service of Evelyn Bisset who has resigned from her role as NZ Umpire.

Meeting Closed: 1:05 P.M.

Minutes Confirmed:



Graham Low - Chair

Dated: 21/10/2025