

SORELL BOWLS CLUB INC

**MINUTES FOR THE
BOARD OF MANAGEMENT MEETING
TO BE HELD ON 2 MAY 2017**

Attendees

- Ron Cowen (President)
- Gwen Scott (Vice-President)
- Paul Matthews (Secretary)
- Margaret Robertson (Treasurer)
- Marion Florence
- Allan Chatfield
- Peter Self (Bar Manager)
- Vicky Wakefield (Providore)

Apologies

- Faye Gardner
- Chris Smith

Opening

- Tuesday 2 May 2017 at 5.35pm

Read/Confirm previous minutes

1. Marion moved, and Allan seconded, that the minutes of the previous meeting be accepted as read.

CARRIED

Business arising from the previous minutes

2. Margaret advised the board that the money from Josh for clubroom hire had been banked.
3. Paul advised the board that he had submitted the BA census.
4. Paul advised the board that he was still to write to TasWater regarding an exemption to the requirement to install a compliant pre-treatment system.

ACTION: Secretary to seek exemption from TasWater

5. Paul advised the board that he had sent out the Presentation afternoon advertisement and invitations to our patrons to attend.
6. Peter advised the board that the till was up-to-date following the stocktake.

Treasurer's report

7. Margaret presented the financial statement (attached) and moved that it be accepted. Paul seconded the motion.

CARRIED

Business arising from the Treasurer's report

8. Margaret advised the board that
 - The honorarium for Bar Manager and Greenkeeper were paid in the 2016-17 financial year (as were last year's) so two lots of \$5,000 came out of this financial year's money.
 - The stocktake was conducted on Monday 1 May and no issues were discovered.
 - There are no outstanding bills to be paid as at 30 April.
9. Margaret advised the board that Bev Kelleher had completed most of the work to chase up sponsorship and we have received \$2,500 in sponsorship money so far.

Correspondence

10. Paul moved, and Gwen seconded, that the correspondence, detailed below, be accepted.

CARRIED

Inwards

- General
 - RSL southern AGM - 10 April - Glenorchy RSL
 - Phillip Barker – Security Monitoring Fees April to June 2017
 - BCiB Renewal Confirmation for 2017-18
 - RSL – Change of National Membership Registrar
 - RSL – State AGM positions
 - BCiB Sponsorship
- Flyers
 - Claremont – International Fours – 17 April 2017
 - RSL – East Coast carnival at St Helens – 3/4 April 2017
 - RSL – Diggers Day – Cremorne – 1 May 2017
 - Buckingham – Winter Bowls 2017
 - Rosny Park – Big Morning Tea – 24 May 2017
 - Glenorchy City – Winter Social Bowls
 - Past Presidents – Cremorne – 7 April 2017
 - Claremont – Soup & Sandwich – 21 Jun 2017

- Government
 - HPRM: RE: State government funding - Sorell Bowls Club
 - Invitation from Rebecca White to morning tea – 20 April 2017
 - Actively in Touch newsletter – March 2017
 - Actively in Touch newsletter – April 2017
- Grants
 - Grant Alert – 3 April 2017
 - Funding and Grants information
 - Westpac Foundation 200 Community Grants
 - Youth and Community Grants Program 2017/18
- Bowls Australia
 - Club data and National Bowls Census
 - Bowls Connect – Edition 1, April 2017
- Bowls Tasmania
 - Bowls North West – CEO vacancy
 - Qualified Presenters and Assessors – Expressions of interest
- Bowls Tasmania South
 - DJ Motors Barefoot Bowls Champion of Champion Event
 - Return of BTS Perpetual Trophies
 - Saturday Pennant – Premier, Divisions 1 and 2 survey
 - BTS Trophy Presentation Night – 1 May 2017
 - BTS Pennant Teams 2017-18 by 1 Jun 2017
 - Information for 2016-17 Annual Report
 - Notice of BTS Annual General Meeting – 28 May 2017
 - Variation of Playing Times for Pennant Games 2017-18
 - BTS Board Meeting – 20 March 2017 minutes
 - Promotions and Relegations 2017-18 Season
 - BTS representative on the Bowls Tasmania Board
 - Expulsion and Suspension of Orford Players
 - BTS Delegates Meeting – 20 March 2017 minutes
 - BTS Annual Presentation Night reminder

Outwards

- Flyer to all clubs – Sorell \$1,000 Triples
- Email to Cremorne – Invitation to use our green
- Email to the board – meeting with Rene Hidding MP on 18 April
- Emails to BTS
 - Planned Pennant teams for 2017-18
 - Information for 2016-17 Annual Report
 - Saturday Pennant A grade survey results
- Submitted online
 - Bowls Australia Survey of Clubs
 - SmartyGrant application

Outwards (not by Secretary)

- Advice to State Government re building works grant (by Chris)
- Phase 2 Building Plans to Rene Hidding MP (by Chris)
- Youth and Community Assistance Grant (by Faye)
- Letter to BCIB – insurance premium and sponsorship invoice (by Margaret)

Business arising from Correspondence

11. Ron and Janet Cowen, and Vicki Wakefield attended the morning tea hosted by Rebecca White MP (Labour Member for Lyons).
12. Peter Scott will not be able to attend the Presentation afternoon, but has still donated \$100 as prize money for the Patron's Plate (\$75 to the winner and \$25 to the runner up).
13. Gwen tabled the minutes of the meeting with Rene Hidding MP (Liberal Member for Lyons) held on 18 April and moved that they be accepted. Ron seconded the motion.

CARRIED

14. The BTS survey regarding the number of ends to be played by Premier division, and Divisions 1 and 2 on Saturday Pennant was put to Div 1 members. The results were 5-4 in favour of remaining at 21 ends.

ACTION: Secretary to notify BTS of Sorell's position

Reports

15. **BTS delegates.** The BTS AGM will be held on Sunday, 28 May.
16. **House and Bar.** Nothing to report (see Building works).
17. **Greens and Gardens.** Ron advised the board that he had provided David Long and Basil Marden with a small remuneration from his honorarium for the help they provided over the past year.
18. **Grants and Sponsorship.** The following grant applications were submitted:
 - SmartyGrant application (prepared by Allan, submitted by Paul)
 - Youth and Community Assistance Grant (Prepared/submitted by Faye)

19. **Social committee.** Vicki advised the board that Sandra Hawksley had purchased five new white tablecloths and donated them to the club, and Ron/Janet had donated nice floral cups to the club.

20. **Building Works.** Peter advised the board that

- Building works commenced on Friday 28 April at 2.00pm
- The builders will need to start cutting the walls away soon
- They have agreed to leave the bar in place until after the \$1,000 Triples
- A temporary bar/fridge will be run from the trade table corner
- Stock is currently being reduced
- Everything on the walls will, shortly, have to be removed.

ACTION: Peter to sort out bar requirements and removal of wall miscellany

21. **Selection.** Nothing to report.

22. **Match committees.** Marion advised that we had enough entrants in the \$1,000 Triples for two sections with six rinks and five rinks respectively. Peter and Allan will conduct the draw as planned.

23. **Work Place Safety.** Nothing to report.

24. **Membership.** The following applications for membership were received:

- **Sonya Jones.** Applied for, and approved, first year membership.
- **James and Yvette Overton.** Applied for first year full membership however the board is awaiting their clearance forms before approving their applications.

ACTION:

1. Secretary to inform Sonya Jones of the board's decision
2. Gwen and/or Ron to talk to the Overtons about their clearances

Matters for the AGM

25. Paul provided the board with a list of changes to the constitution he was planning on putting to the AGM. He explained the thinking behind each proposal. With minor amendments, the board agreed with the proposed changes.

ACTION: Secretary to post changes to the constitution per constitution rules

26. Marion suggested a clause be added to allow social members to be appointed to positions within the club – if they were suitable for the job – at the discretion of the board of management.

ACTION: Secretary to consider wording and add proposal to the list.

27. The following matters are on the list for the upcoming AGM which will be held on Saturday 10 June 2017 at 10.30am.
- Gwen – Swap direction of play on Thursday and Saturday
 - Chris – Change of name
 - Paul – Certificate for Life Member nominee
 - Paul – Certificates for two Merit Award recipients

SECRETARY'S NOTE: The date was changed with board agreement on 7 May to the following Saturday, 17 June, so as not to hold the AGM on the long weekend.

28. The board undertook to think about the subscriptions for the coming season. This matter will be decided at the next meeting.

Presentations

29. Ron advised the board that the trophies had all been engraved in preparation for the Presentations afternoon at a cost of \$57.
30. Ron further advised the board that Rene Hidding MP would be attending from about 3.15pm and would also take part in a ground-breaking ceremony with the Sorell Times in attendance. Kerry Vincent and Rebecca White MP would also be attending but Brian Mitchell and Mark Shelton would be at AGFest.
31. With regard to presentations, the Secretary provided the President with a “running sheet” and the Treasurer with a proposed cash prizes breakdown. The cash prizes were reviewed by the board and the amended breakdown (attached) passed to the Treasurer. Marion voiced her opinion that the amount of money being paid out “was obscene” and Peter was concerned that the money was not equitable to all players.
32. With further regard to presentations, Paul put to the board that it would be more cost-effective in the long-term to purchase medals in bulk (1,000 at \$4.06 each) and hand them out, without a cash payment, instead of printing certificates and providing a cash payment (currently \$825 per year). After some discussion, it was decided this matter will be discussed at the upcoming AGM.

ACTION: Secretary to cost both options (medals vs certificates/cash)

General business

33. Peter advised the board that he'd been in touch with Phillip Barker about moving/disabling the bar alarms. They would be meeting with him on Monday, 8 April at 10.00am to arrange this and also to discuss post-renovation requirements.
34. Margaret asked that the inventory be provided in order that Ron and her could update it.

ACTION: Secretary to provide inventory to Treasurer.

35. Ron advised the board that the Sorell School made use of the green today. Gwen Scott organised the school's attendance, and Janet Cowen and Shirley Hay (Club Coaches) together with helpers supervised the students on the day.
36. Ron advised the board that Rebecca White was not able to provide an answer to the request for fence funding and so, this matter was still on hold.
37. Ron advised the board that, due to an oversight, sponsorship from BOAGs had not been collected for the 2013, 2014 and 2015 years. Margaret has taken care of this with the result of \$2,250 being received. The company also donated merchandise and five cartons of beer for use at events and raffles as the club sees fit.

Next meeting

38. The next meeting will be held on Wednesday 17 May 2017 at 5.30pm.

Closure

39. The President closed the meeting at 7.45pm.

Paul Matthews
Honorary Secretary

9 May 2017

Ron Cowen
President

___ May 2017

Attachments

1. Financial report
2. Presentations - cash prizes breakdown

Attachment 1

Financial Accounts as at 31 March 2017

Perpetual Trustees

A/C 226480	Fixed term (at call)	\$45,041.68
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A/C 226480	Fixed term (at call after 6 months)	\$20,000.00
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Bendigo Bank

A/C 146935705	Fixed term (matures 26 Mar 2017)	\$28,607.31
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Westpac Bank

A/C 860811	Every day account	\$17,324.77
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A/C 208460	Debit card (Bar Manager and Provedore)	\$1,032.12
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A/C 229691	Rainy Day account	\$10,206.55
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A/C 231580	Building account	\$128,050.78
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A/C 232129	Building account fixed deposit (CLOSED)	
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A/C 230318	Fixed term deposit (matures 26 Jul 2017)	\$50,000.00
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	TOTAL	\$300,263.21
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Attachment 2

Club Championship 2016-17 – Prize money

Competition	Winner(s)	Prize	Running
Ladies Open Singles	Leona Smith	\$100	
Men's Open Singles	Ross Brokate	\$100	
Ladies B Grade Singles	June Kelly	\$100	
Men's B Grade Singles	Not played	--	\$300
Ladies Pairs	Shirley Hay	\$25	
	Jan Cowen	\$25	\$50
Men's Pairs	Ken Gatehouse	\$25	
	Peter Jones	\$25	\$50
Mixed Pairs	Sandra Hawksley	\$25	
	Ross Brokate	\$25	\$50
Ladies Triples	Faye Gardner	\$25	
	Gwen Scott	\$25	
	Del Parsons	\$25	\$75
Men's Triples	Ken Gatehouse	\$25	
	Shane Munster	\$25	
	Peter Jones	\$25	\$75
Ladies Fours	Faye Gardner	\$25	
	Margaret Robertson	\$25	
	Del Parsons	\$25	
	Gwen Scott	\$25	\$100
Men's Fours	Darrell Hope	\$25	
	Bill Butler	\$25	
	Simon Butler	\$25	
	Andy Monk	\$25	\$100
Consistency Winner	Margaret Robertson	\$25	\$25
		\$825	\$825

Donated by Rebecca White MP

Club champion bowler	Ross Brokate	\$50	\$50
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Donated by Peter Scott

Patron's Plate Winner	Shane Munster	\$75	
Patron's Plate Runner-up	Peter Self	\$25	\$100