

**MINUTES OF THE
BOARD OF MANAGEMENT MEETING
HELD ON 27 MARCH 2018**

Attendees

- Bill Butler (President)
- Gwen Scott (Vice-President)
- Paul Matthews (Secretary)
- Marion Florence
- Peter Self (Bar Manager)
- Shirley Hay (Providore)

Apologies

- Simon Butler
- Allan Chatfield
- John Scott
- Ron Cowen (Immediate Past President)

Guest

- Peter Askey-Doran (prospective Treasurer)

Opening – 5.30pm

1. The President declared the meeting open at 5.30p. He introduced Peter Askey-Doran to the meeting.

Discussion with Peter Askey-Doran

2. Peter introduced himself to the meeting and the board discussed the requirements of the job of Treasurer with Peter. Peter will charge \$35 per hour to work from home and \$40 per hour if he has to travel to the club. He will not charge for “learning time”.
3. Marion moved, and Paul seconded, that we engage Peter as Treasurer up until the AGM as a trial to see if we’re happy with this arrangement and also to see if Peter is happy with the job.

CARRIED

4. Bill indicated that Stuart was happy to conduct a handover to Peter and tentatively set the time for this (subject to confirmation by Stuart) at 9.30am on Tuesday 3 April.
5. Shirley reminded Bill/Peter to setup co-signatories for online banking purposes.
6. Paul moved, and Bill seconded, that we accept Peter as an Employee Member as provided in the constitution for the remainder of 2017-18.

CARRIED

Read/Confirm previous minutes

7. Paul moved that the minutes of the 16 January 2018 meeting, AND the minutes of the 13 March 2018 special meeting be accepted. Shirley seconded the motion.

CARRIED

8. The Secretary noted, for the record, that we did not achieve a quorum for the planned 20 February 2018 meeting and therefore, that meeting was not held.

Business arising from the previous minutes

9. **Major sponsorship for club tops.** Bill advised the board that he was dealing with Aspect Clothing about the design and was still awaiting a demo shirt from them.
10. **Kitchen basket arrestor.** Bill moved that we add a grease trap arrestor for the kitchen to the Phase 2 building plans so that we would be fully prepared for “commercial” kitchen usage once the club refurbishment was completed. Peter seconded the motion.

CARRIED

11. **Beautification of building frontage.** Bill noted that Shane Munster had prepared and completed the new gravel surround at the front of the building. Marion asked if “we” could use the plants donated by Ron and Janet to further improve the building frontage and the barbecue area. The board agreed that this would be fine.

ACTION: Marion to arrange matters.

12. **Ant fumigation.** Gwen advised the board that this was done at a cost of about \$250.
13. **Phase 2 building quotes.** Bill moved that we wait until the election results were finalised, and Rene Hidding MP provided the pre-election funding as promised before seeking quotes/tenders for the phase 2 building works. Paul seconded the motion.

CARRIED

14. The following matters remain outstanding:
 - Bill – Major sponsorship for club tops
 - Simon/Shirley – Kitchen basket arrestor
 - Simon – Solar/Renewable energy interest-free loan
 - Shirley – Purchase of BBQ sheets
 - Paul – Review Facebook presence
 - Paul – Investigate name change requirements
 - Paul – Compile list of honour board updates

Treasurer's report

15. Nothing to report.

Business arising from the Treasurer's report

16. Items on hold until the new Treasurer can deal with them:
 - Bendigo Bank EFTPOS costs
 - Coffee Machine – hire purchase/outright purchase
 - Financial statements from 1 November onwards
 - Establish Bendigo Bank account(s)
17. Gwen noted the help Margaret Robertson had provided to Stuart Harris during his tenure, and also noted the assistance Stuart has been willing to provide while no longer acting as Treasurer.

Correspondence

18. See Annex A for the list of correspondence for Jan-Feb, and Annex B for the list of correspondence for Feb-Mar. Paul moved, and Gwen seconded, that the correspondence be accepted as presented.

CARRIED

Business arising from Correspondence

19. Bill advised the meeting that he sent an email to Rebecca Van Asch wishing her every success at the Commonwealth Games on behalf of the club.
20. Peter advised the meeting that he was taking with Phillip Barker about the CCTV computer issues and he (Phillip) would be looking into it next week.

Reports

21. **BTS delegates.** Gwen provided the following summary:
 - Green speeds.
 - Teams must time greens 20 minutes before the start of play
 - If greens are slower than 12 seconds, report it but you must play
 - Draft clearance fees circulated
 - Brighton wish to play on neutral ground if no disability toilet is available at the host club. This was not approved.
 - Clubs to vote on preferred days for Ladies Championships.
 - Two delegates from each region will meet to discuss/develop unified conditions of play across the state.
 - Proposed midweek start time of 11.00am will be put to clubs to vote.
 - BTS will be reviewing penalties for playing ineligible players
 - The BTS AGM will be held on 27 May at 2.00pm at St Johns Park
 - The next delegates meeting will be held in September 2018.

22. **House and Bar.** Peter advised the board that he would be banking fortnightly instead of weekly during the slow period.
23. **Greens and Gardens.** Nothing to report.
24. **Building Works.** Nothing to report.
25. **Grants.** Nothing to report.
26. **Sponsorship.** Gwen advised the board, on behalf of Bev Kelleher, that
 - **Tony Mulder** had not paid for his sign. Since Tony was running for the Prosser seat, it was decided to leave his sign in place until after the election on 5 May.
 - **Sorell Fruit and Veg** had not paid for their sign. It was decided to remove their sign.
27. **Match committees.** The men's championships are still going. Marion advised the board that:
 - Mixed pairs are progressing slowly
 - Ladies Triples and Fours was a debacle and will not be played
 - Only two games have been played in the Ladies consistency
 - Next year, we should try combined Triples and Fours (the Secretary will put this on the agenda for discussion at the AGM).
28. **Social committee.** Shirley advised the board that:
 - We raised about \$200 at the Sorell Market in March.
 - We have 21 people so far for the Easter Saturday "fun day" and we will be serving lamb on the day.
 - Art Classes were on hold as only one person has shown interest so far
29. **Work Place Safety.** Nothing to report.
30. **Membership.** Nothing to report.

General business

31. **Rod Purcell's concerns re designated areas for smoking.** Rod Purcell wrote the board advising:
 - *I believe that the Board needs to consider the legal implications of where they are currently permitting members and visitors to smoke on club property.*
 - *There is a sign on the fence near the entrance to the green which clearly states that "Smoking is prohibited within 20 Metres of the green". The two areas [used] for smoking are not in excess of the 20 metre exclusion distance.*

Bill advised the board that Council By-Laws only required that there be no smoking within six metres of an open door. Paul undertook to check the Bowls Australia policy on this matter and report at the next meeting.

ACTION: Secretary to look into this matter further.

32. **Tea for the Kitchen.** Peter noted that people were getting tea/coffee from the kitchen and not paying for it. He advised the board that he had only collected \$5.50 since October. He further suggested that this action was undermining the operation of the coffee machine and moved that we discontinue providing tea at 50c a cup. Marion seconded this motion.

CARRIED

ACTION: Secretary to put a sign on the kitchen door

Notwithstanding the above, it was noted that we were obligated to provide tea and coffee for pennant games, and we would continue to provide tea and coffee for functions and events.

33. **Heath Tyres.** Gwen advised the board that Julianne Purcell thought Heath Tyres might be willing to provide sponsorship to the club.

ACTION: Bev Kelleher to write to Heath Tyres

34. **Indoor Carpet Bowls.** Gwen advised the board that Mike Seabourne and herself would be running indoor carpet bowls on Tuesdays from 12.30pm at a cost of \$2 per player until end-August.
35. **Winter Social Bowls.** Gwen advised the board that Winter Social Bowls will commence on Wednesday 4 April and Saturday 7 April respectively at a cost of \$6 per player. \$1 will be put into a jackpot draw for each competition. Vicky Wakefield will prepare sandwiches and George Goetzki will collect money. (Last year, Winter Social Bowls cleared \$2,585.90 in profit.)
36. Paul advised the board that he would be away in Adelaide from 9-20 April.
37. The board set the date for the AGM as 10.00am on Sunday, 3 June 2018. The board decided to hold Club Presentations following the AGM at about noon on Sunday, 3 June 2018.

Next meeting

38. The next meeting will be held on Tuesday 24 April at 5.30pm.

Closure

39. The President declared the meeting closed at 7.10pm.

Paul Matthews
Secretary

Bill Butler
President

20 April 2018

___ April 2018

Annex A - Correspondence for Jan-Feb 2018

Inwards

- Members
 - Rod Purcell – Submission for the BTS survey return
 - Rod Purcell – Designated areas for smoking
 - Rod Purcell – Change of email address
 - Stuart Harris – Resignation as Treasurer
 - Andy Monk – Interstate clearance to Queensland
 - George Goetzki – Complaint against Nathan Fuller
 - Bill Butler – Apology for 27 February board meeting
- General
 - Fundraising with the Entertainment Books
 - Fire Safety Equipment Inspection - Sorell Bowls Club (\$77)
 - Buckingham Bowls Club – access from Main Road, New Town
- Treasurer-related emails
 - BTS Invoice 00490387 – Registration (Ross Brokate)
 - BTS Invoice 00490379 – Entry Fees (Bill Butler, Men's Open Triples)
 - BTS Invoice 00490406 – Sets of 8 badges (Butler, Cowen, Taylor, Leary)
 - BTS Invoice 00490468 – Registration (Dianne Burgess)
 - Phillip Barker Invoice 7032 - Security Alarm Monitoring Fees (\$130)
 - Invoice INV-2892 from Cooley's Cartage Pty Ltd (\$49.50)
 - Digital Pacific Invoice #798699 (\$16.90)
 - BCIB Insurance
 - 2018 Renewal Updated Information Request
 - HostPlus Employer Super
 - QuickSuper Unmatched Payment Notification (\$169.26)
 - Attn - Stuart Harris 3889532 SORELL BOWLS CLUB INC
 - ACTION REQUIRED: QuickSuper Remittance Advice
 - QuickSuper - Password Reset (expired)
 - Hostplus Employer Record of Contributions for Jul to Dec 2017
 - Bendigo Bank - New accounts for Sorell Bowls Club
 - Seabourne Coaches – Large bus charter (\$660)
- Flyers
 - Beltana – RSL Fours elimination – 5 Feb 2018
 - Cremorne - Pharmacy Day - 12 Feb 2018
 - Huonville - Farmers Day - 25 Feb 2018
 - Kingborough – Friendship Day – 26 Feb 2018
 - Ouse - Farmers Day - CANCELLED
 - Brighton - Farmers Day - CANCELLED
 - Kingborough - Tassal Competition - CANCELLED
 - Cremorne - American Tea - CANCELLED
 - Howrah Indoor Centre - Autumn Program 2018
 - Buckingham - McKay Timbers Restricted Classic Pairs – 10 Mar 2018
 - Cygnet - Country Carnival - CANCELLED
 - St John's Park - Chris Willey Memorial Pairs – 25 Feb 2018
 - Buckingham - Saturday Winter Pennant
 - Glenorchy City - Jack Eaton Mixed Pairs – 11 Mar 2018

Inwards (continued)

- Glenorchy Rodman's Southern Easter Carnival
- St John's Park - Champagne Day – 8 Apr 2018
- Oatlands – Mark Jones Memorial Day – 21 Apr 2018
- Royal Hobart - Blundstone Perpetual Trophy – 24 Mar 2018
- Buckingham – Social Winter Bowls
- Government
 - Guy Barnett MP E-News, January 2018
 - Guy Barnett MP E-News, Election 3 March 2018
 - Guy Barnett MP E-News - Jobs Boom Under Liberals
 - Guy Barnett MP E-News - Keeping Tasmanians Safe
 - Grant Alert - 24 January 2018
 - Grant Alert - 16 February 2018
 - SRT Actively in Touch newsletter - February 2018
- Bowls Australia
 - Entries now open for the 2018 Australian Open
 - Update on National Bowls topics #1
 - Update on National Bowls - BPL Cup
 - Update from your Regional Bowls Manager
- Bowls Tasmania
 - Tasmanian Senior Championships entry forms
 - Entry Form – 2018 State Triples
 - Bowlers with Bowling Arms National Championships
- Bowls Tasmania South
 - BTS Women's Over 60's Fours Championship Draw
 - BTS Open Representative Teams State Wide Challenge 21 January 2018
 - Incorrect Mobile Number for Howrah Men's Contact
 - BTS Women's Senior Sides for State Wide Challenge
 - Clubs with two teams in a Division
 - Entries received for BTS Women's Open and B Grade Singles
 - Entries received for BTS Men's 2017-18 Singles
 - Venues for BTS Men's and Women's Singles Championships
 - BTS Board Meeting – 15 Jan 2018 minutes
 - BTS Women's Open and B Grade Singles Championship Draws
 - BTS Men's Open and B Grade Singles Championship Draws
 - BTS Men's Senior Sides for State Wide Challenge
 - Practice for BTS Women's Open Southern Sides
 - Future of Pennant instructions
 - Future of Pennant Survey
 - BTS Men's Senior Squad for State Wide Challenge
 - BTS Women's Open Sides for State Wide Challenge
 - Dumping of Bowls
 - BTS Champion of Champion Singles Championships
 - Doctoring of Greens
 - Draft BTS Clearance Policy
 - Change of Email Address - Brighton Bowls and Community Club
 - Entries received for BTS Women's Champion of Champion Singles
 - BTS Saturday Pennant Semi-Final and Preliminary Finals Venues
 - Eligibility to play in Bowls Tasmania South's Finals

Outwards

- To George Goetzki
 - Acknowledged receipt of complaint
 - Email from President to George
- To BTS
 - Registration of Dianne Burgess
 - Request for a 6th set of 8 badges
 - Complaint re Div 1 Dover game (sent by Sandra Hawksley)
- To BT – Clearance for Andy Monk
- To all members
 - Tasmanian Senior Championships entry forms
 - Social Bowls plus dinner – 26 January
 - BTS Pennant Survey
 - Update on National Bowls topics #1
 - Update from your Regional Bowls Manager

Annex A - Correspondence for Feb-Mar 2018

Inwards

- Members
 - Lindy Leary – Condition of Geeveston green
 - Lesley Cornish – Condition of Geeveston green
 - Bev Kelleher – Geeveston playing an illegal player
 - Gwen/Bill – Emails regarding the Treasurer position
- General
 - Application for Treasurer (paid) – Peter Askey-Doran
- Invoices received via email
 - Seabourne Coaches Tasmania – INV-0447 (\$660)
 - Cooley's Cartage – INV-3101 (\$16.50)
 - Digital Pacific – Invoice 810729 (\$16.90)
- Flyers
 - Orford – Carnival – 21 Apr 2018
 - Rosny – Kangaroo Cup – 7/8 Apr 2018
 - Rosny – Joey Cup Singles – 7/8 Apr 2018
 - Kingborough 2018 Winter Bowls Competitions
 - Buckingham's Anzac Day Fours 2018 Competitions
 - Beltana's Men's Winter 2018 Competition
 - Glenorchy Rodman Southern Easter Carnival
 - Buckingham - Winter Social Bowls Program 2018
 - Glenorchy City - Winter Bowls Program 2018
- Government
 - Grant Alert – 2 March 2018
 - Community Heritage Grants 2018 round open
 - Guy Barnett MP E-News, March 2018
 - Brighton Council Community Grants program 2018 - closes 30 March
 - Grant Alert - 21 March 2018
 - Grant Alert - 23 March 2018
- Bowls Tasmania
 - Thursday State Pennant Finals Invitation
 - Night for Bec Van Asch – Invermay – 22 March 2018
- Bowls Tasmania South
 - Delegates Meeting
 - Request to host next Delegates Meeting
 - Notice and Draft Agenda - 27 March 2018 Meeting
 - Test Your Bowls at Bucks on 13 Mar 2018
 - BTS Women's Senior Side for State Wide Challenge
 - BTS Men's Senior Side for State Wide Challenge
 - BTS Championships
 - BTS Men's and Women's Champion of Champion Draws
 - BTS Bowls Champion of Champion Event
 - BTS Pennant
 - Saturday Pennant Semi-Final and Preliminary Finals Venues
 - BTS Women's Thursday Pennant Semi-Final Venues
 - BTS Saturday Pennant Grand Final Venues

Inwards (continued)

- BTS Men's Midweek Pennant Semi-Finals Venues
- BTS Women's Thursday Preliminary and Grand Final Venues
- BTS Men's Midweek Pennant Preliminary Venues
- Use of non-accredited coaches
- BTS Wednesday Midweek Pennant Grand Final Venues
- Protests
 - Geeveston v Sorell (Div 4 Ladies Pennant)
 - Complaint / Condition of Geeveston Bowls Club Greens
 - Change of teams - Women's Div 4 First Semi-Final at Sandy Bay
 - Complaint ruling against Ladies Div 1 v Dover match
- BTS Board Meeting – 19 Feb 2018 minutes
- Return of BTS Perpetual Trophies
- BTS Barefoot Bowls Champion of Champion Event
- Second Notice and Agenda for BTS Delegates Meeting 27 March 2018

Outwards

- Letter to Rene Hidding – Thanks and congratulations
- Email to Andy Monk – CCTV computer password
- To BTS
 - Complaint re Div 4 Ladies game against Geeveston
 - Agreement to host the 26 March 2018 delegates meeting
 - Agenda item for delegates meeting (early midweek start)
- To all ladies
 - Advice re BTS ruling that Ladies Div 4 is now in the finals
 - Advice re BTS ruling – Ladies Div 1 v Dover match
- To all members
 - Easter Saturday Fun Day
 - Ladies Division 1 are in the grand final
 - Test Your Bowls at Bucks on 13 March 2018
 - Night for Bec Van Asch – Invermay – 22 March 2018
 - Glenorchy Rodman Southern Easter Carnival