

# Mairangi Bay Bowling Club Inc.

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Minutes of Board meeting to be held on Monday 24 June 2024 at 2.00pm at the Clubhouse

**Invited:** Tony Stanaway (President), Tony James (Vice President), Tony Popplewell (Treasurer), Russell Parkinson (Secretary), Alan Daniels, Gaye Horne, Colleen Rice, Glenda Rountree, Allan Langley

Item	Discussion & Action	Owner	Due
1	Apologies: No Apologies	RP	
2	Election of Chair: Tony Popplewell nominated as chair. Moved: GH, Seconded: AD motion passed and Tony Popplewell elected Chair.	TS	
3	Minutes of last meeting: Taken as read and confirmed	RP	
4	Matters Arising from last board meeting (not included in Agenda): <ul style="list-style-type: none"> <li>RP reported on disciplinary meeting with IC and MBBC player. Player concerned has apologised to those concerns and has undertaken to try to avoid repeat behaviour. Recommendation to board that this was sufficient and matter should be closed was approved.</li> <li>RP and TP outlined brief points from BNZ presentation last week.</li> </ul> Matters Arising from AGM <ul style="list-style-type: none"> <li>Issues raised by Jo Baxter re ill members discussed and noted that this matter to be allocated to relevant board member and progressed.</li> </ul>		
5	Bank signatories & Authorisations: <ul style="list-style-type: none"> <li>Confirmed Bank Signatories As Tony Popplewell, Russell Parkinson, Colleen Rice with Sandra Coombe in reserve. Bankcard holders noted (Tony Popplewell, Colleen Rice, John Gledhill, Sandra Coombe) and confirmed.</li> <li>Noted that as TP is both treasurer and Chair that appropriate motion needs confirming. Motion moved: AD seconded: CR that "Any documents requiring signing by two or more officers of the club, involving the Chair and the Treasurer, such as the annual accounts, resolutions for grants, etc., be signed in the first instance by the Treasurer, Tony Popplewell, and then the Secretary, Russell Parkinson, or any other appointed board member." Motion was carried.</li> </ul>		

6	<p>Board structure: TP presented proposed new board structure. Board members will take away and review, then structure and allocated tasks for each group to be discussed further and finalised at next board meeting. The following teams/ tasks were proposed with board members allocated.</p> <ul style="list-style-type: none"> <li>• Secretary – Russell Parkinson</li> <li>• Relationships – Tony Stanaway</li> <li>• Functions – Gaye Horne</li> <li>• Finance – Tony Popplewell</li> <li>• Clubhouse – Colleen Rice</li> <li>• Grounds – Tony James</li> <li>• Greens – TBC</li> <li>• Competition – Alan Daniels</li> <li>• Bowls Activity – Allan Langley</li> </ul>		
7	<p>Noted that due to proposed new structure allocation the appointment of other club officials was preliminary and subject to finalising of new structure and titles.</p> <ul style="list-style-type: none"> <li>• BNH Liaison – To remain with Russell Parkinson as contact person with BNH for now.</li> <li>• Membership Secretary – Russell Parkinson</li> <li>• Convenor of Selectors and Grading – Alan Daniels reappointed as Convenor of Selectors.</li> <li>• Selection and grading team- Alan Daniels to recommend team to next board meeting for approval.</li> <li>• 1-5 Convenor – Alan Daniels to recommend if this role continues, is part of new structure , changed etc</li> <li>• Club Delegate – Tony Stanaway</li> <li>• Newsletter, web site, communications – Russell Parkinson to look at new style newsletter and liaise with Garth Partridge re other communications.</li> <li>• Health and Safety – Jim Center reappointed and will report to Russell Parkinson</li> <li>• Sponsorship – Glenda Rountree and Tony Stanaway</li> <li>• Match and Tournament committee – subject to new structure review</li> <li>• Club Captains (men’s &amp; women’s) – Tony Stanaway to make recommendation to board at next meeting.</li> <li>• Greens Liaison - TBC</li> </ul>		
8	<p>Opening Day. Opening day is set at 14 September. Suggestion that an opening function be held on Friday 20 Sept. was supported. Formats discussed but GH to come back to board at next meeting with proposal.</p>		
9	<p>2024/25 Playing program and handbook: AD reported that Program close to finalised and handbook well underway. RP noted that current board policy requires one single entry Thursday per month. AL outlined view that club needs regular top level events and outlined additional single entry full day events</p>		

	<p>scheduled for Tuesdays instead, believes single entry on Thursdays reduced numbers. RP outline concerns that newer bowlers are not getting opportunities to play with and against senior bowlers without single entry and advancement is suffering. Motion moved: AL seconded AD that “The trial of monthly single entry play on Thursdays be cancelled and replaced with additional single entry events on Tuesdays”. The motion was carried. RP noted his vote against the motion.</p> <p>TS suggested Ham tournaments be by invitation. Not adopted. AL outlined that 2 of 4 ham tournaments were closed and single entry and 2 are open.</p>		
10	<p>Improvement Program.</p> <p>TP requested each board member to bring a list of 3 items they would like to see happen around the club. List to be curated, prioritised and an action plan developed.</p>	TP	
11	<p>Set a regular meeting time.</p> <p>2pm on Mondays set as regular meeting time. Next meeting scheduled for 15 July. TP to attend by video link.</p>	RP	
12	<p>Any other business</p> <ul style="list-style-type: none"> <li>• TP informed meeting that new scoreboards (the blackboard part) had been received and currently with Leon W for fitting.</li> <li>• TP outlined new constitution requirements and approx.. timetable.</li> <li>• TP also noted that new lease is required April 2025. John Smith has offered to assist in the process and will be working with John when required.</li> <li>• CR noted concerns of tidying up of Kitchen after Thursdays. AL to look at duty teams or similar solution and report back.</li> <li>• TJ noted concerns over hazardous material containers around maintenance sheds and driveway. Is looking at solutions.</li> <li>• RP outlined issues getting coaching for prospective new members and for new Business plus members. Meeting agreed that club needs more beginner coaches. AD to deal with new members and look at ways to improve.</li> </ul> <p>There was no further business and meeting closed at 4.40pm.</p>		