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BOWLS NT BOARD MEETING

Held in office of Bowls NT, 15 Hook Road Winnellie,
 26th November 2018 commencing at 6.50pm

1. **Attendance**
 Anthony Quinlan, Anthony Shelley, Mark Malogorski, Kim Redshaw, Jill Tiller EO
2. **Apologies - Nil**
3. **Confirmation of Minutes:** Meeting held on 29th October 2018

Resolution: Anthony Quinlan regarding the minutes a true reflection as no other Board Members from that meeting were present.

4. **Business arising from Minutes:**

4.1 **Public Officer Appointment.**

Comment:

Jen Sullivan is our current Public Officer. As she is no longer a Board member, we need to elect a new Public Officer in accordance with Clause 18.2 of BNT constitution. This appointment is required to enable BNT to submit its Annual 2017 and 2018 reports to the Territory Business Centre.

Moved: Anthony Quinlan 2nd: Mark Malogorski

That Anthony Shelley be Bowls NT new Public Officer.

Accepted

CARRIED

4.2 **Constitution and By Laws**

Comment

A draft Constitution and a draft of the Bylaws have been sent to Department of Licensing and Department of Sport and Recreation for consideration and comment.

4.2.1 Anthony Shelley requested a copy of the existing and draft constitutions to look into.

4.2.2 Anthony Shelley suggested Bowls NT look at a "Model Constitution".

4.3 **Regional Bowls Officer (RBO)**

Comment:

Narelle Gofftray from Department of Sport and Recreation has confirmed there is an allowance in the grant to employ a local person for one day a week. She did suggest we could pay an RDO for an extra day in this financial year to ensure Bowls NT salaries figure is at the correct amount to satisfy the Grant application.

It was mentioned in conversation, if Bowls Australia could fund 1 day a week and Bowl NT fund 2 days a week. We could then employ someone in Darwin for 2 days and someone in Alice Springs for 1 day. The person in Alice Springs to look after Tennant Creek.

4.3.1 Bowls NT to contact the 2 Bowls Clubs in Alice Springs to seek their needs for an RBO

4.3.2 EO to obtain a job criteria for the RBO position from Bowls Australia.

4.3.3 EO to ask Bowls Australia the Award Rate hourly / package for RBO.

4.3.4 It was discussed to employ a local RBO for 2 days a week paid by Bowls NT and Bowls Australia pay and send a RBO to service Alice Springs / Tennant Creek areas.

4.3.5 It was decided that the President and Vice President approach Colleen Orr to see if she is interested in applying for the position.

5. Reports

5.1 Presidents Report:

Firstly thank you to the Delegates and Board Members for attending the AGM. I thought we had a very positive meeting. We have a lot of items to act on the Bowls NT Board Agenda November 26th 2018. Also congratulations to all the new Board and other committees elected. I would like to thank Jen Sullivan and Di Flesfadar for their time spent on the Bowls NT Board. Both were a great asset to the functioning of Bowls NT.

We will have to develop our 2019 Calendar as soon as possible.

A Regional Bowls Manager needs to be appointed.

Expressions of interest for men's and women state squad coaches needs to be sent to all clubs.

Follow up of all aspects of our grant to be addressed.

Visit to all clubs should start to be able to all work together and be transparent.

Address all clubs needs to promote and increase numbers.

Investigate the options to get Tennant Creek and Palmerston back up and operating through grants.

We have a lot of work ahead of us but I believe we have a good team to move forward.

Thanks to everyone for their support.

Regards Anthony Quinlan

Bowls NT President November 2018

5.2 Executive Officers Report

It has been another very busy month with ongoing work with Narelle Gosstray from Department of Sport and Recreation for the Grant application. The Auditors requiring reports, invoices, insurances, lease agreements, to complete the 2017/18 audit. This should be completed for approval and submission to Territory Business Centre in the next week. Jen Sullivan came into the office and helped me prepare all of the requirements. Big thank you to Jen.

Then I had the AGM to prepare and organise. The AGM went very well and I look forward to working with our new Board Members – Anthony Quinlan, Anthony Shelley, Mark Malogorski and Kim Redshaw. I am sure there will be positive ideas and input to look forward to.

On the 11th December I will be attending a Bowls Australia STA CEO meeting in Melbourne.

I will be flying out on the 10th December. The meeting dates are 11th and 12th December.

Jill Tiller

Bowls NT Executive Office

November 2018

5.2.3 Action Items: Council, Board & AGM Meetings to 29/11/2018.

Comment:

EO/President/Board members list those outstanding items that are still pending.

Some of the outstanding items include

1. Develop Website Computer Honour Boards
2. Develop Website State results (i.e. Singles, Pairs winners etc.)
3. Information Technology System.
4. Those items listed under item 5.2.8

Barry Orr is working on the website and updating information.

5.2.8 Peak Sporting Body Funding – All requested information obtained and sent to Department of Sport and Recreation.

5.2.4 Correspondence – No Correspondence

5.3 RBO Report. –

5.4 Board Members Reports:

5.5 Financial Report

5.5.1 Accounts for Payment

Comment;

A list was provided at the meeting

*Resolution: Moved Kim Redshaw
The outstanding accounts be paid*

*Seconded Mark Malogorski
CARRIED*

5.5.2 Financial Statement

Comment:

The Profit & Loss Analysis for the period 1/7/2018 to 31/10/2018 - Attached

*Resolution: Moved Anthony Shelley
The Profit & Loss Statement for the period 1/7/2018 to 31/10/2018 be received and noted.
CARRIED*

6. Business from Delegates Meeting – 26/11/18 meeting

6.1 Calendar – EO to work on 2019 Calendar.

6.2 Pennant 2018 – Board would like to meet with the Match Committee. Anthony Quinlan to contact Trystan Smallacombe and Barry Orr to arrange a time and date to meet to discuss the Pennant format and rulings.

6.3 NT General Store outstanding invoice – The Board agreed to accept the payment of the outstanding invoice and to donate half of the amount to the Juniors as requested by Roger Hamill.

7. General Business

7.1 Play by the Rules – It is a requirement for all Board members to complete 2 modules in Play by the Rules 1. Harassment and Discrimination. 2. Child Protection. Board members have been emailed request with website link.

7.2 Bank Signatures – Mark Malogorski and Anthony Shelley are to be added to Bowls NT Signatories and Jen Sullivan and Di Flesfadar to be removed.

7.3 Member Protection Information Officer – EO to find out information and when a Training Course would be available in this area.

7.4 MYOB – Bowls NT changed their accounting system from MYOB to Xero over 12 months ago. There is still a monthly charge of \$61 being paid. Now that MYOB is no longer used and needed, it has been decided to cancel the subscription.

7.5 NT General Store – Invoice – Discussed in Business arising in Delegates Meeting.

7.6 Palmerston Bowls Club monies held in trust by BNT – The Board agreed for the money stay in trust with Bowls NT re investigation to start up a bowling club in Palmerston. The Board to contact Palmerston City Council and other departments to discuss this.

7.7 Travel reimbursement for Australian Championships – An invoice has been sent to Bowls Australia to reimburse player for some of their travel expenses to Merimbula. This invoice won't be paid until to Bowls NT until after the event. EO to email all participants with a claim form to be reimbursed.

7.8 Photo – Barry Orr requested a photo of the Delegates and Board to be uploaded on the website.

7.9 2019 Coaches – EO to send Expressions of Interest for 2019 Coach appointment. Applications close COB 14th December 2018.

7.10 State Sides – EO to send Expressions of Interest for player to compete in the 2019 Sides Series. Applications close COB 14th December 2018
Both forms to be sent to all clubs to be put in their notice boards and to be sent to their club members. Also to be put on the Bowls NT Website.

When applications have been received the board to arrange an information night before Christmas.

Players agreement to be sent to players when names are received.

7.11 Selection Module – Michael Beaumont from Bowls Australia is looking at coming to Darwin to deliver the module in February. Once date is set, send out expressions of interest for people wanting to attend.

7.12 Board Member – Anthony Quinlan and Mark Malogorski spoke to Mal Trattles to ask if he would be interested in being on the Bowls NT Board. Mal accepted and the Board agreed.

7.13 Voice Recorder – The Board have agreed for the EO to purchase a voice recorder for meeting recording and minute taking.

8. Notice of Motion

9. Next Meeting – Monday 21st January 2018

10. Meeting Closure – There by no further business, the meeting was declared closed 8.13pm.

Anthony Quinlan
Bowls NT President
November 2018