



**TO:**                               **PRESIDENT: TIM DODDS**  
**DIRECTOR: ISIDORO BELLUZZO**  
**DIRECTOR: SANDRA WALLACE**  
**DIRECTOR: KAREN GATTO**  
**DIRECTOR: HEATHER COWDEN-TONKES**  
**DIRECTOR: IAN JAMES**  
**DIRECTOR: KAY MATTHIAS**  
**INDEPENDENT DIRECTOR: PIA BENTICK**  
**INDEPENDENT DIRECTOR: COLIN DAVIES**  
**CARETAKER CEO: TARYN SEXTON**  
**MANAGER GAME AND CORPORATE SERVICES: LOUISE MCDERMOTT**  
**MANAGER CLUBS AND GOVERNANCE: SARA LANE**

**SUBJECT:**                       **BOARD MEETING MINUTES**

**DATE:**                           **FOR THE MEETING HELD AT 12:33 PM MONDAY 21 March 2022**

**VENUE:**                       **VIA ZOOM and at CLUB HOLDFAST**

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*Bowls SA acknowledges the traditional owners of the land on which we meet today and respects to their Elders past and present and extend that respect to other Aboriginal and Torres Strait Islander people who are present today.*

**1. Present**

President: Tim Dodds  
Director: Sandra Wallace  
Director: Karen Gatto  
Director: Ian James  
Director: Isidoro Belluzzo  
Director: Kay Matthias  
Independent Director: Pia Bentick  
Independent Director: Colin Davies  
Caretaker CEO: Taryn Sexton (ex officio)  
Manager Game and Corporate Services: Louise McDermott (staff)  
Manager Clubs and Governance: Sara Lane (staff)  
Hugh McIntosh, Marketing Specialist, Bowls SA for Items 1-4 and 7.1

**2. Apologies**

Nil

**3. Conflicts of Interest**

TD - Member of Henley and President of SA Police Bowling Club  
KG - Member of West Lakes Bowling Club  
SW - Member of Club Holdfast and Adelaide Bowling Club  
IJ - Member of Happy Valley Bowling Club  
HCT - Member of Club Holdfast Bowling Club  
PB - Member of Sturt Bowling Club  
CD – Member of Lyndoch Bowling Club  
IB - Member of Bordertown Bowling Club  
KM – Member of Watervale Bowling Club and Uraidla Bowling Club

#### **4. Confirmation of Minutes**

Kay Matthias moved:

*That Minutes of the Board Meetings held on 31 January 2022 be confirmed as a true and correct record.*

Seconded: Ian James

**CARRIED**

Isidoro Belluzzo moved:

*That Minutes of the Board Meetings held on 28 February 2022, with an amendment to reflect that Isidoro Belluzzo was present, be confirmed as a true and correct record.*

Seconded: Karren Gatto

**CARRIED**

*Item 7.1 was moved to the start of the meeting so that Hugh McIntosh could present.*

#### **7.1 Annual Membership Satisfaction Survey**

Hugh McIntosh provided an overview of the Survey.

Karren Gatto moved

*That the board accepts that the 2022 Member Satisfaction Survey addresses recommendation #3 of the Bowls SA Review and approves the survey to commence on the 1<sup>st</sup> of April.*

Seconded: Isidoro Belluzzo

**CARRIED**

*Hugh left the meeting.*

#### **5 Business Arising**

##### **5.1 Covid-19 landscape**

This item was moved to the end of the meeting.

#### **6 Strategic Items**

##### **6.1 Strategic Plan Project Reference Group**

Heather Cowden-Tonkes moved:

*That the President, Caretaker CEO and Kay Matthias are appointed to the Strategic Plan Project Reference Group.*

Seconded: Karren Gatto

**CARRIED**

## 6.2 Sponsorship Strategy

The report was noted.

## 6.3 Stakeholder Relationship Plan

Karren Gatto moved

*That the Stakeholder Relationship Plan is endorsed.*

Seconded: Isidoro Belluzzo

**CARRIED**

## 6.4 Affiliation Model Review Discussion Paper

The paper was noted.

## 7. Brand

### 7.1 Annual Membership Satisfaction Survey

Note this item was moved to the start of the meeting

## 8 Game

### 8.1 Seniors Committee

#### 8.1.1 Charter for endorsement

Ian James moved:

*That the Seniors Committee Charter is endorsed.*

Seconded: Sandy Wallace

**CARRIED**

#### 8.1.2 The minutes were noted.

## 9 Clubs

### 9.1 Case for Second RBM Discussion Paper

This item was moved to the end of the meeting.

### 9.2 Blanchetown Hardship Application

Kay Matthias moved:

*That the 21/22 affiliation fee for Blanchetown is reduced by \$610.21 inc GST*

Seconded: Sandy Wallace

**CARRIED**

## 10 Finance, Risk and Audit

### 10.1 Financial Report

The report was noted.

## 10.2 Treasury Policy Discussion Paper

A discussion was had around the Board's appetite to investing and borrowing, the outcomes of which will inform the preparation of the Treasury Policy which will then be considered by the Finance, Risk and Audit Committee before being brought back to the Board for adoption.

## 11 Governance

### 11.1 Policies for endorsement

#### 11.1.1 Board Charter

#### 11.1.2 Knowledge Management Policy and Framework

#### 11.1.3 Whistle-blower Policy

Isidoro Belluzzo moved:

*That the Board Charter, with the addition of the Facilities Committee as a Board Committee is adopted.*

*That the Knowledge Management Policy and Framework is adopted.*

*That the Whistleblower Policy is adopted.*

Seconded: Kay Matthias

**CARRIED**

### 11.2 Governance Committee

#### 11.2.1 Charter for endorsement

Sandy Wallace moved

*That the Governance Committee Charter is adopted*

Seconded: Karren Gatto

**CARRIED**

#### 11.2.2 The minutes were noted.

### 11.3 Policy Register and Review Schedule Update

The item was noted.

### 11.4 Member Protection Policy Update

The item was noted.

### 11.5 Constitution and By Law Review Workplan

Ian James moved:

*That the Constitution Review Workplan be endorsed.*

Seconded: Kay Matthias

**CARRIED**

### 11.6 Committee Register

Isidoro Belluzzo moved

*That the Committee Register and Review Schedule is endorsed by the Board.*

Seconded: Heather Cowden-Tonkes

**CARRIED**

## **12 CEO and Board Performance**

### **12.1 CEO Report**

The report was noted.

### **12.2 Report on feasibility of Board portal**

The Board agreed that it would like to trial the portal and it was noted it may take a few months to be completed.

### **12.3 Review Implementation Update**

The update was noted.

## **13 Officer Reports**

### **13.1 Manager Game and Corporate Services Report**

The report was noted

## **14 Bowls Australia**

### **14.1 Participation and Program Officer (RBM) Report**

The report was noted.

### **14.2 Draft Strategic Plan and Roles and Responsibilities document**

The drafts were noted. Discussion on the drafts occurred and feedback was provided to the CEO. Further feedback to be sent to the CEO within a few days.

## **15 Resolutions not in meeting**

Nil.

## **16 Register of Correspondence**

Nil.

## **17 Any other business?**

Re-schedule Board/ Staff Christmas lunch – this item was deferred.

It was noted that a report on progress in appointing coaches and selectors will be provided to the next meeting.

It was noted that the Awards Night will occur prior to the triples results being available.

It was noted that a relationship update in relation to the MBA will be added to the next agenda.

## **18 Forward Meeting Schedule for noting**

Forward Board Agenda / Planner attached for noting.

All meetings will commence at 12:30 pm and will be held in person at Club Holdfast and via zoom, unless otherwise noted.

Monday 21 March

Monday 2 May

Monday 6 June

Friday 1 July – (note WAS Monday 4 July)

Monday 29 August

Monday 26 September

TBC October  
TBC November  
TBC December

**Item 5.1 Matters pertaining to the COVID-19 landscape:**

The Caretaker CEO provided an update on matters pertaining to the COVID-19 landscape.

Karren Gatto moved

*That the No Jab, No Play Policy is revoked when the Major Emergency Declaration is no longer in place.*

Seconded: Kay Matthias

**CARRIED**

2:21 pm Staff members Sara Lane and Louise McDermott left the meeting.

**Item 9.1 case for Second RBM Discussion Paper**

A discussion was held in relation to BSA advocating to BA for two RBMs, noting the CEO will progress detailed discussions with BA.

2:30 pm Pia Bentick left the meeting

**19 Meeting Closed: 2:40 pm**

Signed by Chair:

Date: