



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 12:31 PM Friday 13 May 2022**

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

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 and Welcome:

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)
Marketing Consultant: Hugh McIntosh (staff)
Bob Boorman, President BA, invited observer
Sarah Zanker, Phil DeToya and Katelyn Kemp, Kantar Research and BSA staff for Item 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
IB - Member of Bordertown Bowling Club
HCT - Member of Club Holdfast Bowling Club
PB - Member of Sturt Bowling Club
KM – Member of Uraidla Bowling Club
CD-Member of Lyndoch Bowling Club

Item 7.1 was moved to the start of the meeting. Staff joined the meeting for this presentation only.

Phil DeToya of Kantar Public presented the Kantar Public Segmentation Detailed Report and Club Report to the board. The reports were noted.

12:47pm Bob Boorman joined the meeting. President Tim Dodds welcomed Bob Boorman to the meeting.
1:05 pm Kantar Research team left

Item 14.2 BA President Update was move to here.

Bob Boorman provided a verbal report to the board of matters pertaining to Bowls Australia and Bowls in general.

1:38pm Bob Boorman left meeting

4. Confirmation of Minutes

Kay Matthias moved:

That Minutes of the Board Meetings held on 21 March 2022 be confirmed as a true and correct record.

Seconded: Ian James

CARRIED

5. Business Arising

5.1 Covid-19 landscape

Caretaker CEO provided an update on matters pertaining to the COVID-19 landscape and correspondence was noted.

5.2 Progress report on appointment of coaches and selectors

The report was noted.

5.3 MBA relationship update

A regular meeting with the MBA is scheduled for Monday 16 May, in advance of their AGM on 22 May which the President and CEO will aim to attend.

5.4 Lease renewal

Heather Cowden-Tonkes and Sandy Wallace declared a conflict of interest and abstained from discussions and voting.

Kay Matthias moved:

That the MOU with Club Holdfast, with noted amendment is endorsed for signing by the Caretaker CEO.

That the proposed CPI increase in rent is accepted.

Seconded: Isidoro Belluzzo

CARRIED

5.5 EOI to host Nationals

The Board considered the opportunity for SA to host Nationals in or post 2023 and determined no decision be made at this time.

6. Strategic Items

6.1 Strategic Plan – nil update

6.2 Sponsorship Strategy – defer

6.3 Affiliation Model Review

Karren Gatto moved:

That the Sliding Scale Model is endorsed as the Affiliation Model, to be reviewed in three years.

That with the addition of a definition of a full member per the current constitution, the Terms and Conditions outlined in the model are endorsed

That the Fee Schedule is endorsed to come into effect 1 July 2022, to be reviewed annually.

That the Communication Plan is endorsed.

Seconded: Ian James

CARRIED

6.4 Game and season format discussion (information only)

Karen Gatto moved:

That a subcommittee is formed to progress a review into the game and season.

That the committee include: Karen Gatto, Ian James, and Colin Daves, noting the President is ex officio on all committees.

That the Committee research and bring back a consultation plan as to the way forward.

Seconded: Isidoro Belluzzo

CARRIED

7. Brand

7.1 Segmentation Research

This item was delat with at the beginning of the meeting.

8. Game

8.1 Draft Event Calendar

The calendar was discussed in the context of understanding the Board's priorities in relation to which events will be reviewed in which order. This discussion will inform the event Review Schedule.

Karen Gatto moved:

That the Caretaker CEO is authorised to sign off on the final calendar.

Seconded: Ian James

CARRIED

8.2 Event Strategy – defer

8.3 Super League Review

The report was noted, with further detail to come to the next meeting.

The following items were moved en bloc.

Isidoro Belluzzo moved:

8.4 Event Review Template

That the Event Review Template is endorsed.

8.5 High Performance Committee

8.5.1 Charter for endorsement

That the High-Performance Committee Charter is endorsed.

- 8.6 State Events Committee
 - 8.6.1 Charter for endorsement
That the State Events Committee Charter is endorsed.
 - 8.6.2 Minutes for noting
That the State Events Committee minutes are noted.
- 8.7 Seniors Committee
 - 8.7.1 Minutes for noting
That the Seniors Committee minutes are noted.

Seconded by: Pia Bentick

CARRIED

- 8.8 Awards update
The Caretaker CEO provided an update on matters pertaining to the Awards Night.

9. Clubs

- 9.1 Update on Discussions around Second RBM
A verbal update was provide on progress in appointing two RBMs in SA.
- 9.2 Club Development Strategy

Kay Matthias moved:
*That the Draft Club Development Strategy is endorsed for consultation with BA.
That a summary of the consultation is brought back to the board prior to adoption of the final strategy.
That full costings will be developed for the resourcing of the plan and brought to the Board for approval.*
Seconded: Heather Cowden-Tonkes
CARRIED
- 9.3 Complaint investigation (member to member) – confidential
This item was removed from the agenda as it seems to be in hand.

10. Finance, Risk and Audit

The following items were moved en bloc.

Colin Davies moved:

- 10.1 Financial Report
*That the forecast is noted.
That, on the recommendation of the Finance, Risk and Audit Committee, and per the report from HLB Mann Judd, the High Growth Portfolio is rebalanced, and the Balanced Portfolio is established using the recommended investment options.*
- 10.2 Finance Risk and Audit Committee
 - 10.2.1 Charter for endorsement
That the Finance, Risk and Audit Committee Charter is endorsed.
 - 10.2.2 Minutes for noting
That the minutes are noted.
- 10.3 Policies for adoption:
 - 10.3.1 Risk Management Policy and Register
 - 10.3.2 Instrument of Delegation for adoption
 - 10.3.3 Treasury Policy

That the following policies are adopted:

- Risk Management Policy and Register
- Instrument of Delegation for adoption
- Treasury Policy

Seconded by: Sandy Wallace

CARRIED

11. Governance

11.1 Governance Committee

11.1.1 Minutes for noting

The Minutes were noted.

11.2 Constitution and By Law Review Update

A verbal update was provided by the Caretaker CEO, noting that due to CEO illness with covid-19 the dates in the board adopted workplan had been changed and approved by the Chair of the Governance Committee, without the end delivery date of the review being compromised

12. CEO and Board Performance

12.1 CEO Report

The report was noted.

12.2 Review Implementation Update

The report was noted.

12.3 Nominations Committee

12.3.1 CEO Succession Plan

A verbal update was provided, noting that CEO Recruitment will commence some time in July once the Strategic Plan is finalised and that the Nominations Committee will meet in the next fortnight to map out next steps as well as looking at Board Nomination processes.

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 BA President Update (Bob Boorman)

This item was addressed at the beginning of the meeting.

15. Resolutions not in meeting

Resolution:	Passed:
<i>That Andrew Smith is appointed as Men's Head Coach. That Tony Lucas is appointed as Women's Head Coach.</i>	1 May 2022

16. Register of Correspondence

Nil.

17. Any other business?

It was noted that a schedule of prize money and travel subsidies for all events will accompany the budget.

18. Forward Meeting Schedule for noting

The Forward Board Agenda was noted.

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

Monday 6 June
Monday 4 July
Monday 29 August
Monday 26 September
TBC October
TBC November
TBC December

19. Meeting Closed: 3:40pm

Signed by Chair:

Date: