



**MINUTES of the MEETING OF THE BOARD
of the
TOKOROA BOWLING CLUB Inc
held at the Tokoroa Bowling Club Pavilion
on Tuesday 30 August @ 5pm**

PRESENT Michele Albutt, Alana Nicholas, Lyn Murphy, Carol Cox, Norm Edwards, Ann Manthey, Daphne Marsh, Russell Murphy, Glenda Norris Palmer, Maia Wilson, Nev Risbridge (Greenkeeper)

REPORT FROM GREENKEEPER: Nev reported on progress of greens. Due to the weather, we have had trouble with the new green and he cannot give a definite date as to when the green will be playable. Nev also advised that he has tendered his resignation effective 24 Dec – however would like to go earlier if possible. He suggested that – unless we or the Main Club can find a suitable replacement, the Bowling Club might like to look at forming a group of members to maintain the greens much like Hinuera and other clubs do. Ken Egan – who was going to take over – has found that he would not be able to commit to spending the time needed to run the greens as he has other commitments. Warwick (President – Tok Club) has indicated that he wishes to have a meeting with the Bowling Club Board to discuss the situation. Nev also expressed disappointment that only two members showed up to help with weeding the previous Monday. Nev then left the meeting.

APPOINTMENT OF PRESIDENT: Following the sudden death of Maria Howe, the Board unanimously confirmed the appointment of Vice-President elect Michele Albutt as the new President. At this time, it was decided that we would not appoint a Vice President. This decision can be revisited should the workload prove too much for Michele to handle alone.

MINUTES OF THE PREVIOUS MEETING

Taken as read

Moved that the minutes are a true and correct record – N Edwards / C Cox (Carried)

CORRESPONDENCE

Inward

| | |
|------------------|---|
| Bowls Waikato | Championship Entry Forms |
| - | Social Media Policy |
| - | Centre Programme now finalized |
| - | Centre Administrator Role |
| David Ormsby | Updated Green Report |
| Grassroots | Accountability Report – Greens Renovation |
| Incorporated Soc | New Financial Reporting requirements |
| Larry Sullivan | Business House Bowls Proposal 2022/2023 |

Outward

| | |
|----------------|--|
| Bowls Waikato | Confirming Attendance to Club Workshop |
| Tokoroa Club | Tok Women's Institute |
| Steve Townsend | Thanks for felt |
| Gwen Dwane | Thanks for microwave |

Moved that the Inwards accepted & Outwards approved – A Nicholas / L Murphy (Carried)

FINANCE

FINANCIAL STATEMENT as at 30 August 2022

| | | |
|------------------------|---------------|------------------|
| Closing Balance | 00 A/c | \$9983.24 |
| | 01 A/c | \$ 585.01 |

Outstanding Accounts: Reimbursement – N Risbridge (Seed purchase) \$91.96

**Moved that the Financial Statement be accepted, and accounts be passed for payment
– L Murphy /M Albutt (Carried)**

Grassroots: Following a phone call from Grassroots, LM advised the meeting that reimbursements to members for anything pertaining to the Green Renovations – or in fact anything that we have received a grant for – will not be able to be offset against the grant. This means that there is a very big chance we will have to repay part of the grant back to Grassroots. Currently we have invoices totaling \$15277.49 which leaves \$2837.61 still unused. We have been given an extension to 31 October to spend the money or pay it back.

Ideas about how we could spend the balance were floated however DM raised a query over exact wording of the original quote that was used for the Grassroots Application as this limits exactly what we can spend the money on. **LM to forward copy of same to Board.**

GENERAL BUSINESS

Keyholders: MA asked who were the current keyholders. Asked if the previous President had returned her keys (she had). Kitchen Door – Anne Manthey, Lyn Murphy & Nev Risbridge – Office Door – Anne Manthey, Lyn Murphy, Nev Risbridge & Maia Wilson – Front Door – Anne Manthey, Lyn Murphy & Nev Risbridge. LM also advised that there were sufficient front door keys cut in the office for all members of the Board. Suggestion was made that instead of issuing keys to all Board members we look to installing a coded key safe with a full set of keys in and Board members be the only ones with access to the code. **RM to look into costings.**

Secretary's Laptop: AN advised that the laptop she was given to do the Secretary's work has died and she has taken it to TACS for a quote to repair it - \$510. MA suggested that we look to purchasing a dedicated Secretary's Laptop up to the value of \$1000. DM then suggested that we look to seeking funding to purchase enough Notebooks for the entire Board.

Game Format: MW advised that with only one green in operation, we are limited to a maximum of 16 teams for any one competition. She was not sure how we are going to be able to function with time limits and the two life system. The Match Committee – comprising of GNP, MW, CC and RM to liaise and come up with a workable format to present to the next meeting.

Green Surrounds: RM advised that he has received quotes for the surrounds of the No 2 Green. It appears that we are going to have to seek additional funding, separate from the Green Renovation funding, to achieve this. At present the preferred quote is \$13,215 from Unreal Landscapes.

Curtains: AM advised she has received a quote from Clive Aldridge for the supply and installation of curtains for the Dining Room - \$1700. The Board felt that we needed to seek funding for this. **AM to seek a second quote** and we would discuss it at our next funding meeting.

Welfare, Health and Safety: NM has nothing to report – all members are healthy. He advised that he got a specially made card to express the Board condolences at the loss of Maria.

2022/23 Programme: GNP inquired as to the status of the Handbook – it is waiting on final confirmation of programme. MA advised that a newsletter will be sent out within the week advising members of progress.

Funding: DM advised that the Board should put together a wish list and start applying every month. Remembering too that Grassroots is not our only source of funding. When you are applying – please remember that a minimum of two quotes will be required. MA asked that the Board go away – think about what they would like and come back to a Funding Meeting – scheduled for Tuesday 13 September @5pm with a wish list.

Business House Proposal: Larry Sullivan (Co-ordinator - Business House) put forward a proposal for the coming season. As we are working with one green, he suggested that we keep the start date as originally decided (20 Oct) – for first two week split the field into two pods – half the teams play 1st week and remaining play 2nd week. From Wk 3 (Nov 3rd) play two pods on each Thursday night – change the start time to 6.10pm for pod 1 and 7pm for pod 2 with 40 min games instead of 1 hr. As we did not have a prize giving last year he proposes that make the pre Xmas fees \$50 per team and post Xmas back to the normal \$100 per team. Some thought will be needed around the BBQ and Raffle while catering to two crowds. Board agreed with Larry's proposal.

Meeting Closed 6.10pm

Next Meeting – Tuesday 13 September @5pm – Funding only

ACTION POINTS

- **LM to forward copy of original Green Renovation quote to Board.**
- **RM to look into costings for Key Safe**
- **AM to get second quote for curtains**
- **BOARD to compile wish list**