

VERMONT SOUTH BOWLING CLUB

(A MEMBER OF THE VERMONT SOUTH CLUB INC. Reg. No. A6707Z)

Minutes of Bowls Committee Meeting held on Monday 3rd May at 7pm

1. Present: D. Agius, P. Barnhill, M. Petty, L. White, K. Horlock, G. Durrant, J. Ispanovic

Apologies: C. Holland, M. Haines

Visitors:

2. Confirm minutes of March meeting:

- Circulated to our committee, cc to VSC committee secretary Confirmed P. Barnhill and J Ispanovic

3. Welcome / introduction / governance by new chairperson:– Di Agius

- Di Welcomed everyone to the Bowls Committee for the coming year. She advised that we did not have an induction package so we would create it now.
- Di outlined the legislative and governance framework within which we work – Associated Incorporated Reform Act 2014, VSC rules, VSC By-Laws, VSBC Rules, Our Vision, Mission and Values. The COM and the Bowls section and our action plan which will be an evidence base of our work going forward. Everyone was given a copy of the VSC and VSBC rules. .
- Di advised that we are a team; we must be proactive, and work together communicating all the time. Our committee will work with integrity, honesty, and transparency at all times and we must meet timelines when they are set.
- There will be direct communications with our sub-committees, no multiple chains in our communication structure
- Di announced that John Ispanovic had been elected by the committee to the Vice Chair position and Ray Evans would take up an assistant treasurer role but will not be a formal member of the committee.

4. Matters Arising from previous meeting:

Description	Action by
Calendar dates for online calendar, Di presented a desktop calendar, starting from July 2021 for initial entries, to be kept in the secretary's room, until online calendar is available, J. Baker to be kept informed on dates until July 2021	D. Agius Di to advise Jim Baker Bowls Committee to make sure they make appropriate entries
Purchase of coffee machine. P. Barnhill presented data and will distribute to committee	On Hold
Coordinator for Saturday pennant afternoon tea roster	P. Barnhill will coordinate Saturday, K. Horlock will coordinate Tuesday
Replacement for Jenny Keel, keeping kitchen stocked weekly	M. Ware has taken over and has organised a roster of helpers No Further Action (NFA)
"Pink" bowls day fund raiser for cancer website – ref. email distributed – P. Barnhill to investigate	P. Barnhill recommended no action, expensive entry cost for official website entries - NFA
Rotating and putting rubbish bins out for weekly collection – Red bins now only at Tennis club	C. Holland to follow up
Rinks Corner flags and sponsorship of them – In production, ProQuip is the sponsor	J. Ispanovic to liaise with Martin
Drop in membership numbers over the past 2 years is concerning – promotional offer to Jack Attack and Try-bowls people	Covered and reported on in our Action plan - NFA
Green 1 tree roots problem (VSC, council and greens maintenance), green not in use during pennant due to reduced number of teams – KCL	D. Quintal via J. Ispanovic – to advise bowls committee

coming in winter to attempt a fix, any date ? – J. Ispanovic – KCL busy with major project in Adelaide currently	
5. Correspondence: G Durrant Excel Report on email activity for March, April circulated, highlighted important issues	Committee decided that there was no need to circulate this list, but list will be still kept by secretary - NFA
Emails to ERBR, Bowls Australia concerning the BPL Cup and “protected events” – no reply as yet	Awaiting response
All correspondence to / from ERBR and Bowls Vic. must go through bowls secretary	All members to note - NFA

6. COORDINATOR REPORTS

Di advised that there will be a change in reporting systems from now on – direct reporting to our committee will come from our sub-committees, rather than through one of our committee members (no chain of communication)

6A. Finance: Ray Evans has volunteered to help the VSC treasurer by gathering weekly social bowls funds and reporting on social bowls income and expenditure to the bowls committee. His role is not considered as a bowls committee member	Di to organise a meeting with Martin and Ray
6B. Social: The social sub-committee will report by exception to the committee meeting on any updates if required	
6C. Clubhouse Housekeeping: The housekeeping reps will report by exception to the committee meeting on any updates or issues if required	
6D. Pennant Bowls: The selection sub-committee’s chairpersons will attend committee meetings on any updates or issues.	Reminder to be sent of committee meeting dates
6E Tournament Bowls: The tournament sub-committee’s chairperson will attend committee meetings on any updates or issues. <ul style="list-style-type: none"> Mal Walker has volunteered to lead the Tournament committee. Tournament committee have been asked to come up with a schedule for the 2021_22 season by our next committee meeting. Gala Day will be 19th November – planning is underway 	Mal to attend Bowls Committee meeting of 7/6
6F Social Bowls: M. Petty and C. Holland will coordinate the social bowls activities. They have been asked to develop a brochure of all social bowls activities over a calendar year; the various conditions of play; costs; prizes etc. They will also develop a running sheet for convenors that will include results, prizes, news items, upcoming events and members wellbeing updates.	Di to meet with Mike and Chris Mike to commence preliminary work prior to Chris returning from holidays
6F. Corporate Bowls, Try Bowls, Schools Bowls: <ul style="list-style-type: none"> L. White (lead), M. Petty and J. Ispanovic will work on all corporate bowls matters <ul style="list-style-type: none"> Try Bowls final report submitted 	Strategy to be presented at next bowls meeting including: Flyer to be developed to drop off at businesses advising opportunity for clubhouse hire Local businesses to be contacted about Bowls Open day/competition Carried over to future meeting

<ul style="list-style-type: none"> Schools Bowls – M. Petty, L. White, and P. Barnhill will work on all school bowls matters, M. Petty has some contacts at Vermont high school 	Need to get updated progress on approaches to schools from Sports Coordinator
6G. Non-Member Bowls: Disabled Bowls – no interest from any organisations at this stage – recommendation is not to proceed	NFA
6H. Facilities Report: <ul style="list-style-type: none"> Bowl’s maintenance coordinator to report by exception to the bowls committee on any updates or issues if required Green’s director will report directly to the committee on any updates or issues, greens group are looking at the possibility of selling old equipment Gardens group will report by exception to the committee on any updates or issues if required 	Update from Greens at next meeting
6I. Wellbeing Report: Wellbeing person to report directly to the committee sending a report to the Secretary for circulating prior to the meeting on any updates or issues, relating to members health. Will also be included in the social bowls convenors common running sheet	Request report for next meeting
6J. Chairperson’s VSC Report: D. Agius <ul style="list-style-type: none"> Updates from VSC committee meeting and general report – Di attended the last VSC meeting and gave a brief report, meeting did not follow published agenda. 	
6K. ERBR Delegate’s Report: K Horlock, P Barnhill <ul style="list-style-type: none"> ERBR nothing to report 	

7. General Business

Description	Action by
Vice Chairperson position	John Ispanovic elected – NFA
Di announced that Max Goldsmith has resigned from the Sports Coordinators position	
Other committee positions and appointments Mal Walker will chair tournament committee, Jim Cull will join greens group, Social bowls coordinators M. Petty and C. Holland, corporate bowls group L. White, M. Petty, J Ispanovic M Petty, Jim Jones and Ken George have volunteered to be umpires	Di to follow up with Jim Baker next umpires’ course
Questionnaire progress Di gave update, approx. 70 replies received, collation of results in progress	Results to be distributed to relevant stakeholders and discussed at our next meeting
Action Plan Reviewed, discussed at length and updated with additional strategies	Di Agius to update and arrange for publishing to members
Honour boards updating	J. Ispanovic to coordinate with sign writer
Payment of VSC bowls representatives in State Titles – ref. emails and proposal. Discussion resulted in a unanimous vote that all players entering ERBR should be pay their own entry fees. The committee will decide whether we will enter individuals/teams in other outside Tournaments as requests are made.	Policy/protocols document to be prepared and displayed for members to gauge members feedback, G. Durrant
VSC website update– try-bowls report	Was an agenda proposal for last VSC meeting, D. Agius to follow up
Mal Walker submissions on tournaments for committee considerations	M. Walker now tournament chairperson, M. Walker to action
Membership Co-ordinator/Liaison role	Meeting 10/5 – discuss next mtg
Job Descriptions for all roles/positions to be collated and updated	Graeme & Keith to action

New promotional membership offers – follow up how new bowlers are progressing	Graeme to send list to Di and Keith for follow up
New committee reporting framework to be developed (line diagram) and published possibly with photos of members	Graeme to action

8. Next Committee meeting

Monday 7th June, 7:00 pm