



## Halls Head Bowling and Recreation Club (Inc.)

### Minutes

#### Minutes of the Board of Management Meeting

**Date:** 12<sup>th</sup> January 2024

Meeting Opened at: 08:35am

**Present:** President Wayne Langborne, Secretary Graham Doy, Treasurer Trevor Verran, Director Ladies Bowls Kaye Sewell, Director Men's Bowls John Parker, Director Partnerships Bill Morgan, , Director House Peter Little, Director of Bar Lyndon Wallis Director, Director Catering Robyn White, Paul Dutton Peel Bowling and Social Club.

**Apologies:** Vice President and Director Greens and Grounds Bob Plater

**Obituaries:** Jenny Ditchburn

**Safety:** Nil

**Motion** Accept Minutes 8<sup>th</sup> December 2023

Move to approve the minutes of the 8<sup>th</sup> December 2023 Peter Little  
Seconded by Kaye Sewell and carried without dissent.

**Motion** Accept Minutes Special General Meeting 11<sup>th</sup> December 2023

Move to approve the minutes of the 11<sup>th</sup> December 2023 Peter Little  
Seconded by Trevor Verran and carried without dissent.

Signed by President

**New Members:** New members approved total eight, six restricted, two full.

**Motion** to accept new member applications

Moved by John Parker  
Seconded Lyndon Wallis and carried without dissent.

#### **Correspondence:**

Mick O'Halloran – Catering

Mandurah Bowling Club – Jason O'Brien suspension

KP Clothing – club shirts and shorts

WA Master Builders National Carnival  
Paul Wynne Platinum Catering notice  
Vicki Bowden and Jacki Henry Primary School Bowls  
Kunabutr (Greenfields) Primary School thanks from Peel Schools Sports Assoc. Interschool bowls carnival

**Motion** to accept Correspondence  
Moved by Robin Whyte  
Seconded Peter Little and carried without dissent.

**Reports:**

Finance and Administration – see attached  
Green and Grounds – no report  
Men's Bowls – see attached  
Ladies Bowls – no report  
House – attached  
Partnerships – no report  
Bar – attached  
Catering – verbal report  
Peel Social – no report

**Motion** to accept Reports  
Moved by Kaye Sewell  
Seconded Lyndon Wallis and carried without dissent.

**Strategic Plan Update**

No report this month due to feedback from Project Works Committee. See report attached.

**General Business**

**Motion** to adopt Conduct of Members Policy  
Moved by Graham Doy  
Seconded Bill Morgan and carried without dissent.

Mandurah Bowling Club Incident – HHBC has referred matter to Bowls WA. Meeting this afternoon with Director of Bowls John Parker, Selectors Peter Brophy and Barrie Starbuck, President Wayne Langborne to discuss the actions of Jason O'Brien in the matter.

Catering Contract – two potential new caterers have been interviewed. Sample menu's to be submitted for consideration. Discussions ongoing, sub-committee (Langborne, Whyte, Verran and Edwards) to make recommendation to the board at the earliest.

Suggested Director of Partnerships Bill Morgan contact Georgiou Group re use of our facilities and possible sponsorship.

President and Director Partnerships meeting with Lisa Mundy on Friday 19th Jan. Bill Morgan emphasised the need to prioritise a list of funding requirements to present to Lisa Mundy

John Parker Director of Men's Bowls spoke about the heat policy. It was suggested he need to discuss with the MDBL.

Secretary Graham Doy suggested we trial a game of Ultimate Bowls on February 21<sup>st</sup> and if successful continue through March. Graham Doy and Wayne Langborne to arrange.

Strategic Plan Action Plan updates;

1. Governance – June, September, December, March
2. Finance and Administration – July, October, January, April
3. Bowls – June, September, December, March
4. Facilities and Services – July, October, January, April
5. Greens and Grounds – August, November, February, May
6. Partnerships, Memberships and Marketing – August, November, February, May

**Action Items**

1	Beer tickets and bar drinks for volunteers. Lindsay Brown and Lyndon Wallace to investigate. 12/10 Treasurer to analyse expenditure (done). <i>See By-Laws Clause 5 Complimentary Drinks. Only a member of the Board of Management may authorise the issue of a specified quantity of complementary drinks, which shall be recorded in detail in a book kept for that purpose.</i> 17/11 Review system L Wallace 12/01 - ongoing	Ongoing <i>Complete.</i>
2	Building security – there is no key register and it is not known who holds keys. 17/11 Graham Doy and Peter Little to resolve. 12/01 - underway	Ongoing ✓
3	Explore options for different packaged beer. Lyndon Wallace 17/11 Lyndon Wallace 12/01 Ongoing	Ongoing ✓
4	IT training for match room. 17/11 John Parker to determine what training is required and advise Secretary 12/01 Ongoing	Ongoing ✓
5	Purchase new Club Shirts <b>Action:</b> Wayne Langborne to follow up 17/11 No update 12/01 Order 22 pair K2 pennant shorts (11 men and 11 women) – G Doy 12/01 Ramp up Apparel Committee next 2 weeks	Ongoing ✓
6	Finance Committee Meeting to be arranged	Ongoing ✓
7	Project Works Committee to prepare Business Case for Bi-fold doors)	✓
8	Archived documents no longer required to be removed from storage room. Peter Little/Nikki Cairnduff	

**Date of Next Meeting:** Friday 16th February 2024

Meeting Closed: 10:23

Graham Doy



# HALLS HEAD BOWLING & RECREATION CLUB (Inc)

3 Sticks Boulevard ERSKINE WA 6210

[admin@hallsheadbowling.com.au](mailto:admin@hallsheadbowling.com.au)

Date \_\_\_\_\_

## NEW MEMBERSHIP APPLICATIONS

IN ACCORDANCE WITH THE CONSTITUTION REQUIREMENTS TO DISPLAY THE NAMES OF PERSONS PROPOSED AS NEW MEMBERS AT LEAST ONE WEEK BEFORE THEIR ELECTION, THE FOLLOWING PERSONS HAVE BEEN NOMINTAED AND SECONDED FOR CLUB MEMBERSHIP.

[illegible]

## **HHBC Board Meeting Friday 12 December 2024**

### **Director Men's Bowls Report**

#### **1. Coaches**

Letter of Thanks sent to Jacki and Vicki for their efforts on the Primary School Bowls Carnival.  
Got a meeting of the club coaches in next few weeks to discuss any current issues and to respond to Vicki's letter (re the future arrangements for Junior Bowls – attached)

#### **2. Corporate Bowls**

Is back up and running Thanks Jamo and your team.

#### **3. Thanks to all my Barefoot Bowls Volunteers**

Jill Gumbleton and Bruce Walter in particular for helping us out of a busy and frustrating mess pre Xmas.

#### **4. Thanks to Dave Butler and his matchstick men for a grand effort over the Xmas period in running Murray League, Mens Social, Championships, and Furies over the festive period.**

Thanks Robyn for the catering.

#### **5. Matters to be progressed over next two months;**

Men's Carnival – April

IT training for match committee and bowls c'tee and Scroungers people

Club Presentation Night – April 27

### **General Business**

Bowls WA Heat Policy (attached) v HH Bowling Club Heat Policy

John Parker

Director Men's Bowls

8 Jan 2024



## Bar Director's Report – End December 2023

### Staff

Nothing to report.

### Bar Performance.

End of month stock holding remains fairly level/consistent with previous months.

I have not seen the December trading figure as yet.

### Bar Maintenance.

No major maintenance required during December.

### Bar Storage Area.

There is not a lot of storage in and behind the cool room. Suffice to say that multiple trip has to exist. Some thought towards cleaning/clearing this area will need to be done.

will be having a discussion with Kerrie, Lisa and Colin to come up with plans to clean this area.

cleaning progressed on this during December.

### Events

Several Christmas functions were held in the clubrooms during December.

From all reports everything went well – no adverse reports.

The Cleanaway function – which coincided with the Men's Pennant wind-up – was, according to the Cleanaway people, a roaring success. (I was at a 70<sup>th</sup> birthday party a week later and ran the Cleanaway people – they raved about the club facilities).

## Secretary

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**From:** Mel Sanders  
**Sent:** Wednesday, 10 January 2024 9:13 AM  
**To:** Secretary; Wayne Langborne; Lyn and Robert Plater; Trevor Verran; John and Lynette Parker; Kaye Sewell; Robyn White; Karen and William Morgan; lyndonwallis1@gmail.com  
**Subject:** FW: Director of House Report

Dear all,

Please see below prior to Friday meeting.

Kind Regards  
Mel Sanders  
Administration Officer  
Halls Head Bowling & Recreation Club (Inc)  
3 Sticks Boulevard  
Erskine WA 6210  
Tel: 9581 1726 or 9581 1779

<http://www.hallsheadbowls.com.au> – Club Website link

-----Original Message-----

From: Pete <auseuro2@bigpond.com>  
Sent: Wednesday, January 10, 2024 8:11 AM  
To: Mel Sanders <admin@hallsheadbowling.com.au>  
Subject: Director of House Report

Can you please forward to all Directors

1. Windows and fly screens facing A green
- 2 Air conditioning in Bar area
- 3 Tiles and carpets
- 4 Compressor area
- 5 Storage room outside of kitchen.

Sent from Peter Little's iPad

## Primary School Bowls Carnival

Jacki Henry and I would like to submit this report on the inter-school bowls carnival hosted here at Halls Head on the 17<sup>th</sup> November.

While the carnival was enjoyed by those that attended, and it fulfils a function for the schools by giving those students not involved in the cricket carnival to have another activity, it is becoming too difficult for us to continue to organize it.

We have run this carnival for over a decade now. This year we hosted five schools though we expected six, which is the usual number. So, student numbers in attendance range from 80 to 100 plus their teachers and some parents. To effectively cope with this number of students, we need at least 25 volunteers. Unfortunately, this year we were short by almost 10. This made it difficult to run and score effectively, which was disappointing.

Patsy Smith managed to decipher a winner from the scores, despite one school not showing up and byes being necessary to make the draw work. Mandurah Catholic College Primary School were delighted with their win. And the behavior and skills of the students were a credit to all the schools.

Jacki and I are no longer interested in running this event. We're happy to pass on our knowledge on the carnival if there are others willing to take it over. However, I don't see the benefit for the Club. Bendigo Bank has given extra sponsorship for Juniors previously. Even when our regular Juniors' program ceased, they continued with the sponsorship as once a year we were hosting up to 100 students on the greens. I believe this dedicated sponsorship has now stopped.

I feel the board needs to decide if we should continue with it, and if so, on who is going to run it. It is not a recruiting opportunity for Juniors as the carnival is held towards the end of the students' final year of primary school. At present, it is simply a community bowls-related event which our members show very little interest in.

Jacki and I have enjoyed being involved with this in the past but feel it has now run its course. We leave it to the board to decide if they want to see this continue and how it will. Otherwise, we will advise the schools (and Port Bouvard) that we will not be available for this carnival next year.

If the Club does want to be involved with schools, I suggest we emulate Dudley Park and have smaller groups of high school students coming to the Club for coaching. We have done this in the past and have charged \$5 per student and run the program for a few weeks in a row.

Regards

Vicki Bowden & Jacki Henry