



Halls Head Bowling and Recreation Club (Inc.)

Minutes

Minutes of the Board of Management Meeting

Date: 16th February 2024

Meeting Opened at: 08:30am

Present: President Wayne Langborne, Vice President Bob Plater, 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: All in attendance

Obituaries: Bob Paul, Doug Myers

Safety: W Randell fall.

C Green uneven paving in the process of being repaired.

Motion Accept Minutes 8th December 2023

Move to approve the minutes of the 12th January 2024

Moved by Robyn White

Seconded by Trevor Verran and carried without dissent.

Signed by President

A handwritten signature in black ink, appearing to be 'Wayne Langborne', is written over a horizontal line.

New Members: New members approved total eleven, 2 bowler, 2 restricted, 7 social.

Motion to accept new member applications

Moved by Peter Little

Seconded Lyndon Wallis and carried without dissent.

Correspondence:

Kylie Nettle - Bingo

Bowls WA – Mark Simpson/Jason O'Brien suspension

Yunderup Sports & Rec Club – Wednesday Triples/2 day carnivals

Motion to accept Correspondence

Moved by Robin Whyte

Seconded Bob Plater and carried without dissent.

Reports:

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

Motion to accept Reports

Moved by Peter Little

Seconded Kaye Sewell and carried without dissent.

Strategic Plan Update

No report this month. Governance and Bowls March meeting

General Business

Motion – to withdraw funds from Green and Retention Fees Account to complete scoreboards on C and D Greens

Moved by Bob Plater

Seconded Peter Little and carried without dissent.

Life Membership

Motion –

Life Member – Life members shall not exceed 20 living member Life Members at one time.

Moved by moved Bill Morgan

Seconded by Lyndon Wallis and carried without dissent

Need for Patron. To be held over for further discussion.

Fund raising – 'Buy a Brick' raised by Bill Morgan. No specific project in mind. No further action.

A budget for 2024/25 to be prepared along with 5 year financial plan

Presentation Dinner 2023/24 season

Motion to defer this event

Moved John Parker

Seconded Kaye Sewell and carried without dissent

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	Closed
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 16/02 Ongoing	Ongoing
3	Explore options for different packaged beer. Lyndon Wallace 17/11 Lyndon Wallace 12/01 Ongoing	Complete
4	IT training for match room. 17/11 John Parker to determine what training is required and advise Secretary 12/01 Ongoing 16/02 Ongoing – list of requirements sent to Admin	Ongoing
5	Purchase new Club Shirts Action: 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 16/02 Will pursue once pennant season complete. Suggest home and away shirts.	Ongoing
6	Finance/Grants Committee Meeting to be arranged	Complete
7	Project Works Committee to prepare Business Case for Bi-fold doors)	Ongoing
8	Archived documents no longer required to be removed from storage room. Peter Little/Nikki Cairnduff	Ongoing
9	Investigate Hall Hire fees – Trevor Verran	
10	Prepare a budget for 2024/25 along with 5 year financial plan Resp: Trevor Verran	May
11	Life memberships – call for nominations – close 31st March Resp: G Doy	31 March

Date of Next Meeting: Friday 16th February 2024

Meeting Closed: 10:35

Graham Doy

Secretary

Date of Next Meeting: Friday March 15 2024

HHBC Board Meeting Friday 16 February 2004.

Director of Men's Bowls Report

Club bylaws & Conditions of Play

Secretary has almost finalised the updated document for presentation to Members. We have included a definition of "Novice Bowler"

Jason O'Brien / Mark Simpson incident

On 31 January 2004 Bowls WA suspended both players. Jason O'Brien is suspended from playing for this club as well as in Bowls WA and league sanctioned events until 31 March 2024. He can play social bowls.

Avoiding the Heat

It is good to see the efforts made by the selectors and the match committees to reschedule pennants and championship events to lessen exposure on extremely hot days.

Mens Carnival 13 & 14 April 2024

Holding a meeting on 15 February to agree a budget and progress arrangements for this event.

Club Presentation Night April 27 2024

Progress is stalled, pending feedback from the ladies we may have to defer the initiative for a year.

Club Legends initiative

This idea needs to be driven or dropped by the Board. I personally am in favour of the board creating a legends green, installing two or three inaugural club legends and providing a suitable monument with plaques naming our legends.

Men's Health Awareness Grant

Bill Morgan, Harry Williams, and David Butler have organised a mens event and sponsorship from the Men's Health Awareness Group.

Men's AGM Monday April 8th 2024 at 11.00 a.m.

Notice of meeting to go out no later than March 8th 2024

Motions and Nominations for positions to be received by March 15 2024

Agenda to be out no later than March 22 2024.

Coaches

I attended a meeting of the club coaches chaired by Vicki Bowden on 22 January 2024. Items discussed included;

School Carnival; before advising the schools we will no longer run the annual carnival, Vicki will speak to Mandurah to see if they will take it on this year.

- Junior Bowls; David Heckingbottom has agreed to look at delivering a 6 week block of junior coaching on a Saturday Morning (probably in May). Advertising in the Bias and the local press will be required.

Coaching Program for Existing Bowlers; Discussed the development of a format involving coaching for leads, seconds, thirds, and skips. A more focussed approach will be developed for delivery on the Friday mornings in September, mentoring and etiquette will also be addressed together with particular skills.

Complaint arising from spectator behaviour at 2nd Div Derby Friday night Jan 12 20224

On Monday 15th January I received a complaint from Noelene Krikke regarding bad language and loutish behaviour by four male pennant players who heckled and harassed Alan Brown during the game.

On Friday 19th I referred the complaint to the Men's Bowls Committee who determined that the four members involved should be counselled, advised that their conduct is unacceptable, and given a warning that any repetition of poor behaviour will lead to suspension from the club. I have apologised to Alan Brown and Noeline and Barry Starbuck has counselled the recalcitrants.

Matters Still to be progressed;

Emergency Contact Numbers, New Night Bowls Proposal, It Training, Fading Hats

John Parker 14/2/24

Bar Report – February

Pricing – the 1st January excise increase has come through and has been applied to all alcoholic drinks as from Wednesday 14th Feb.

The excise increase was 4% and we have applied approx. \$0.30/serve for the keg beer – still keeps our most expensive pints below \$10.00.

POS/tills – have had some problems with the POS system in January. Bar staff have been in contact with supplier to sort this out. Fingers crossed is now sorted.

Iron Jack kegs are no longer available in W.A.

We will be trialling a keg Ginger Beer – starting this week.

We are restricted to Lion Nathan supplied kegs which narrows the products available to us. We may be switching through several different beers etc to find a good fit – will be testing the taste buds of the members.

DIRECTOR OF CATERING REPORT

EXECUTIVE MEETING FEBRUARY 16TH 2024

GOOD MORNING EVERYONE.

WE CATERED FOR THE MENS OPEN TRIPLES ON THE 24TH JANUARY
PROGRESS ON THE MENS 2 DAY CARNIVAL.

I HAVE BEEN ABLE TO SOURCE BEEF COOKED AND SLICED WITH GRAVY FROM IGA IN SILVER SANDS FOR \$17 A KG, WHICH WORKS OUT TO BE VERY ECONOMICAL.

TO TRY IT OUT, WE HAVE THE MDBL PAIRS 23RD/24TH MARCH, SO I THOUGHT I WOULD OFFER THEM BEEF AND GRAVY ROLLS FOR LUNCH ON THE SATURDAY TO SEE WHAT THE MEAT IS LIKE, BEFORE PLACING A BIG ORDER, GOING ON LAST YEAR THAT WOULD BE 40 KG.

THE LADIES 2 DAY CARNIVAL IS ON 23/24TH APRIL, WHICH IS ONLY 10 DAYS AFTER THE MENS, WHICH I FIND VERY DISSAPOINTING, THAT THEY HAVE TO BE SO CLOSE TOGETHER

.
I SUGGEST WE SET DOWN A DATE FOR THE VOLUNTEERS AND SPONSORS APPRECIATION NIGHT, EITHER 16TH/17TH APRIL TUESDAY OR WEDNESDAY. WE NEED TO DO IT WHILE THERE ARE PEOPLE STILL HERE TO BE APPRECIATED. IT IS USUALLY DONE IN MARCH.

LIFE MEMBERS PHOTOS, STILL NEED TO BE ORGANIZED.

THE CATERER AND HIS STAFF ARE FINDING THEIR FEET IN THE KITCHEN, THERE HAS BEEN A FEW MINOR PROBLEMS. WHICH HAVE BEEN SORTED OUT. HIS LAST NIGHT ON 23RD WILL BE A CARVERY NIGHT. ROB IS DOING THE LADIES PENNANT DINNER ON THE 20TH FEBRUARY, SO AFTER THAT WE SHOULD HAVE A PRETTY GOOD IDEA ABOUT WHERE WE ARE GOING. SO, WHOEVER IS DOING THE CONTRACT, I THINK YOU NEED TO START NOW. I THINK HE WILL BE OK.

I WILL NOT BE HERE FROM THE 1ST MARCH TO 20TH MARCH, IF THE BOARD METING FALLS DURING THIS TIME, MY APOLOGIES.

REGARDS
ROBYN WHITE
DIRECTOR OF CATERING

Secretary

From: Graham Doy <gdo08898@bigpond.net.au>
Sent: Tuesday, 13 February 2024 7:29 AM
To: Secretary
Subject: Fwd: DLOB REPORT 16th February

Begin forwarded message:

From: "Kaye Sewell" <kayesewell@westnet.com.au>
Subject: DLOB REPORT 16th February
Date: 13 February 2024 at 6:51:34 am AWST
To: "Bill Morgan" <wrkmorgan@gmail.com>, "Bob Plater" <bob.plater47@gmail.com>, "Graham Doy" <graham.doy@icloud.com>, "John Parker" <jjandlyn@bigpond.com>, "Lyndon Wallis" <lyndonwallis@gmail.com>, "Peter Little" <auseuro2@bigpond.com>, "Robyn White" <robyn52au@yahoo.com.au>, "Trevor Verran" <trevor@verran.com.au>, <wayne.langborne@sagelogistics.com.au>

DOLB Board Report February 16th

As the season comes to a close, I am aware of the issues which still need to be addressed.

The Presentation Dinner was broached at the Ladies' ¾ meeting held on the 5th February. As yet the dinner has not been planned in detail. There were questions asked on the cost, format, the presentation of awards, entertainment. After discussion there was a show of hands to support the venture. No one was in favour of a dinner. My thoughts are that we work out the detail, with the aim of holding a dinner at the end of next season, making sure that all aspects are finalized.

The appointing of Legends of Bowls was not discussed. I feel that not enough planning has been done, Many questions arise- Does a Legends Green still retain its original sponsor ? Is the award for bowling achievements only or an all round club member? Does it affect Life Membership.?

More issues will be raised and we need to be quite clear what the criteria is and the implementation pathway

The new constitution clearly states life membership (pages 4 and 5)

I have just returned from the Zone pairs and would like to comment on the organization.

Due to the very hot weather the whole carnival was rejigged. We played on Friday and Saturday evenings and the last game commenced at 7am on Sunday.

Playing conditions were very good and the heat was avoided. My only comment was that it was difficult to see the jack on some rinks. Apparently when the club plays their weekly night bowls , they use pink jacks.

Good Bowling

Kaye Sewell

GRANTS COMMITTEE REPORT

The grants committee met earlier this month and a grants committee charter was approved for the purpose of:

- Ongoing search, identification, review, and vetting of potential grants opportunities.
- Sharing grant deadlines, eligibility, and documentation requirements with committee members.
- Identification of project proposals requiring grant funding.
- Submit recommendations of grants proposals to the Board for review and approval.
- Writing of grant applications and submission of supporting documents.

Research involves awareness of what grants are available, application deadlines and which ones the club is suitable and eligible for. In this regard we have subscribed to receive email updates, created accounts, joined relevant social media groups, and earmarked websites for sources of information including:

Department of Local Government, Sport and Cultural Industries
Bowls Australia's e-newsletter
Lotterywest monthly newsletter
Clubmap
City of Mandurah Club Connect
Clubmap Resources Hub Trial: <https://hub.clubmap.com.au/course/resources-hub-trial>
Clubmap Bowls Australia Resources Hub: <https://hub.clubmap.com.au/path-player?courseid=bowls-resources-hub&unit=654d9feb5aced93dd40dd13dUnit>
GrantGuru: <https://grantguru.com/au>
Lotterywest grants: <https://lotterywest.us16.list-manage.com/subscribe?u=367384af3940d37fa7f0b1e98&id=43fd1f6c1e>
Good Sports Grants Calendar: <https://goodsports.com.au/grants-calendar/>
Sports Community Open Grants: www.sportscommunity.com.au/grant-category/grants-open-grants/

The committee members have split up the various sources of information on grant opportunities to research and report back, however initial thoughts are that there appears to be no specific current grant opportunity standing out as a no brainer to be immediately applying for.

We need to be grant ready when an opportunity arises and, in this regard, we will be assembling common documents required for grant applications such as Constitution, Strategic Plan, Club History, Club Story, Financial Statements, Insurance Certificates of Currency, Number of Members etc.

The Department of Local Government, Sport, and Cultural Industries (DLGSC) and the City of Mandurah (COM) would be our main sources of grant funding. I have touched base with Neil Richardson the Marketing/Grants Manager of Mandurah Bowling Club per email attached who advises that they have received infrastructure grants from DLGSC and COM towards the cost of their A & D green replacements and their recent LED lighting upgrade (this is a specific grant currently available from DLGSC for one third funding of night lighting). Neil indicates in his email that the Lottery Commission (in partnership with Healthway) will not give you a grant if you sell alcohol.

From: neil richardson <neiljrcho@hotmail.com>
Sent: Tuesday, February 6, 2024 10:51 AM
To: Trevor Verran <trevor@verran.com.au>
Subject: RE: Gants MBRC

Hi Trevor Thanks for your email:

With Grants, the main issue is What you need the Grant for and then lining up the correct path to getting the Grant.

At MBRC we have received Infrastructure Grants from only 2 entities, through established programs.

Upgrade greens surface A & D Green COM and DLGSC via the CSRFF Grant system.
Lighting LED upgrade COM and DLGSC via the CNLP Program.

We have received minor grants through the COM and COTA for Bowls Programs for new members.

Bowls WA has a few Club grants at times for Member drives etc.

The Lottery Commission will not give you a grant if you sell Alcohol.

If you want a grant for a large Project then the DLGSC is your go-to for CSRFF and also Regional Grants. If you go on the DLGSC website there is a swag of info.

In summary, it all depends on what you have a plan to do the COM and DLGSC need to see your plans set out in your Club 5-year plan otherwise you will struggle to get their attention.

Hope this helps Best Regards Neil Richardson.



Neil Richardson
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