



Halls Head Bowling and Recreation Club (Inc.)

## Minutes

Minutes of the Board of Management Meeting

**Date:** 19<sup>th</sup> April 2024

Meeting Opened at: 08:30am

**Present:** President Wayne Langborne, Vice President Bob Plater, Secretary Graham Doy, Treasurer Trevor Verran, Director Partnerships Bill Morgan, Director Catering Robyn White, Director of Bar Lyndon Wallis

**Apologies:** Director House Peter Little, Paul Dutton Peel Bowling and Social Club.

**Obituaries:**

**Safety:** Nothing reported

**Motion** Accept Minutes 15<sup>th</sup> March 2024

Moved by Bob Plater, Seconded by Bill Morgan and carried without dissent.

Signed by President \_\_\_\_\_

A handwritten signature in blue ink, appearing to be 'W. Langborne', written over a horizontal line.

**New Members:** Graeme Harvey Social, Tony Davis Social, Chris Holmes Bowler, Rae Dean Restricted, Rita Trigwell Restricted

**Motion** to accept new member applications

Moved by Robyn White

Seconded Trevor Verran and carried without dissent.

**Correspondence:**

Email from BowlsWA re Meadow Springs Ineligible Player Complaint

Lisa Mundy Funding Opportunities

Graeme Atkins Funding Opportunities

**Motion** to accept Correspondence

Moved by Bill Morgan

Seconded Lyndon Wallis and carried without dissent.

**Reports:**

Finance and Administration – see attached

Green and Grounds – verbal

\House – no report  
 Partnerships – attached.  
 Bar – verbal. Bar achieving KPI's. Plan to recognise bar staff approved.  
 Catering – attached

**Motion** to accept Reports  
 Moved by Bob Plater  
 Seconded Bill Morgan and carried without dissent.

**Strategic Plan Update**  
 Finance and Administration– attached  
 Facilities and Services - reviewed

**General Business**

Motion: John Stott be appointed Returning Officer for AGM.  
 Moved G Doy Seconded Bill Morgan and carried without dissent.

Catering Contract – ongoing – some details still to be finalised.

Life Membership Policy  
 Motion: Adopt Life Membership Policy as presented.  
 Moved Graham Doy Seconded Lyndon Wallace

SGM Follow up  
 Questions about ability for a member to be director of a sub-committee and sit on the Board as director. Checked with Peter Brophy – he says that is acceptable.  
 Question re Director Liability. Checked with Ken Pride at Bowls WA – Club should have Directors Liability Insurance (we do) and of course if Directors knowingly break the law e.g. trade insolvently then of course you are liable.

Life Members  
 Motion: Accept recommendations as presented by the sub-committee.  
 Moved Graham Doy Seconded Trevor Verran and carried without dissent

**Action Items**

1	Sponsorship for Pennant Shorts. Bill Morgan to approach Georgiou. 19/4 No response. BM to send contact names to WL for followup	Ongoing
2	How do we recognise the generosity of Bill Warner? WL to investigate	
3	Arrange Board celebration dinner – Bill Morgan	Close
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 15/03 Ongoing 15/04 Ongoing	Ongoing
5	Purchase new Club Shirts <b>Action:</b> Wayne Langborne to follow up 17/11 No update	Ongoing

	12/01 Order 22 pair K2 pennant shorts (11 men and 11 women) – G Doy - complete 12/01 Ramp up Apparel Committee next 2 weeks 16/02 Will pursue once pennant season complete. Suggest home and away shirts. 15/03 Ongoing 17/4 Ongoing	
6	MDBL correspondence to be forwarded to Bowl Divisions – G Doy to investigate	Done
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	Ongoing
10	Prepare a budget for 2024/25 along with 5 year financial plan Resp: Trevor Verran	May
11	Vacant Block Parking BP to advise who to contact	
12	Invitational Fours Carnival WL to recognise volunteers	
13	AGM preparation – cost of office staff over last 3 years Action: Trevor Verran	

**Date of Next Meeting:** Friday 17th May 2024

Meeting Closed: 10:45

Graham Doy

Secretary