

Buckingham Bowls Club Inc.

Minutes of the Board Meeting Held on

Thursday 3rd June, 2021, at 5 p.m.

Present: Patricia Zapotocky (President); Paul Evans (Vice President);
Arija Bayles (Secretary); Mel Cotton; Peter Cavanagh;
Todd Oakley; John Garrett; Deb Colls; Rob McGuire.

Apologies: Jill Klye (Treasurer)

A quick Board Meeting of the new board following the AGM and therefore no minutes of previous meeting. The purpose of the meeting was to look at areas board members want to work in to help move the Club forward in a timely manner.

1. Arija Secretary/Public Officer.
Arija has requested that no Assistant Secretary be appointed until she has had a chance to look at the role.
Pat advised the Board that Arija had requested a Board member take on the role of Minutes – typing up, sending out to Members and posting a hard copy in Clubroom as voted at the AGM.
No-one volunteered for this role at this time. Tabled for next Meeting.
2. Jill Treasurer.
3. Todd Licensee and Chair of the Bar Committee.
The Bar Committee to consist of Peter Cavanagh, John Garrett, George Kovacs, plus one female – Todd will speak to Cindy Gangell about taking on this role.
4. Mel Co-ordinator of social bowls participants. Recruitment officer.
5. Deb Bowls/Match Committee. The two roles were joined last year and this will continue, but not with Co-Convenors – one Chair only.
It was suggested that people to help in the new role would be Rob, John and Brian Healey.
First job would be to appoint selectors for the upcoming season.

Pat said that she had been advised by Arija that BTS delegates and Green Keeper liason were appointed by the Bowls Committee, as stated in the by-laws.

6. Peter Liase with Ike and report to the Board on matters pertaining to Bingo.
7. Paul Vice President.
Paul declined to take on the role of Provedore this coming year.

The issue of who will take on the role of Provedore, Public Health Officer and Covid Officer to be addressed at the next meeting.

8. Pat President.
Pat will continue to be Function Co-ordinator.
9. Rob Social Media. Website. Newsletter.

Care Officer: Jillian Thurley to continue in this role.

Bare Foot Bowls: Pat to address.

Grants Comm: Pat and Rob.

Facebook: Andrew Chamberlain

Social Comm: Marie Evans and Helen Sarfalvy. To liase with Pat until a Provedore is appointed.

General Business:

Thank you to Mel and Jill for stepping in to help with cleaning the Club while (our cleaner) is off-work.

Toilet refurbishment: Romun, Dennis and Pat have looked at the work and it will come in within budget. \$16,500 for this project is in the Club bank account from the Federal Grant and Andrew Wilkie.

Sponsorship Packages: They are out-of-date. Paul, Jillian and Arija to look at.

Peter Cavanagh advised that questions had been raised within the Club about the AGM procedures. These comments are taken on-board and will be addressed ready for the AGM next year.

Rob McGuire to look at updating the by-laws and constitution on the Club website.

Signatures for Bank Account: Two signatures for the Club bank account should be any two of the Executive. "This year bank signatories should be the President and the Treasurer".

Moved Rob McGuire, Seconded Pat Zapotocky. Passed.

Arija tabled a document relating to changes to volunteers and Working with Vulnerable people. Mel advised that she has not yet received her card but would forward an email to the Secretary from Justice Tas confirming that she is registered. Deb Colls was advised that she will need to apply for a card as she is now a member of the board, and this can be done on-line.

John Garrett requested keys to the clubhouse. Todd will organise. John also requested a copy of the by-laws. Secretary to organise.

Paul asked how Executive Meetings were called, how they worked and why. Pat explained that if decisions needed to be made quickly, this was the role of the Executive and the process is clearly written in the Constitution. It would not always be possible to get a quorum of the board together in a timely manner. Pat also specified that all Executive decisions do then have to be reported to the Board and any decisions ratified soon as is practicable.

Todd advised Arija that any change to the Constitution must be advised to the Licensing Board and he will send her the email link.

Pat advised that she was looking forward to the Board having a collaborating relationship and a productive year.

Next Meeting Thursday 10/6/2021 at 4:30.

Meeting closed at 6:30 p.m.

Signed.....Patricia Zapotocky (President)

Date.....

