**Buderim Bowls Club Inc.**

**Minutes Management Committee Meeting 20/ 01/ 2020 Meeting commenced 5.10pm**

**Members Present:** A. Johnson, J. Paterson, B. Kelly, A. Quartemaine, P. Wright, W. Watson, T. Jardim, B Heinemann,

**Apologies:** D. Colburn; Peter Woods; J. Herriot

**Member Welfare:**

Darren Colburn – recovering from surgery

Don McDade - unwell

Bernie Charles - continues to be unwell

Rob Whelan – waiting for surgery; unable to play for several months

John Dillon – recovering

Barry Rodgers – unwell

Robert Bygott – injured; in hospital

**Minutes of previous meetings read and agreed:** Approved by: Jeff Paterson Seconded by: Brian Kelly

**Business arising from previous meetings:**

Agreement/Contract TigerTurf – Meeting 14th January – Please refer to the President’s Report below.

A revised offer document will be prepared by Tiger Turf. The offer document will be reviewed by the club’s honorary solicitors before it is signed.

**Action:** Brian Heinemann to contact TigerTurf check on the status of the revised document

**Friday Night Dinner:** There will be no “Friday Night Dinner” in January. The next event will be the 28th of February 2020.

**Action**: Jeff Paterson and Brian Heinemann to consider a plan for “Friday Nights” and prepare and publish a schedule for the remainder of the year. And document the process for holding the events.

**Preparedness for AGM 15/3/15:** A notice has been placed in the club foyer.

**Action:** Brian Heinemann Emails and letters to be sent to members.

**Action** Brian Kelly to liaise with the accountant and auditor.

**Survey of Front Green deficiencies:**

The club will be contacting the supplier for the front green (Synthetic Bowls Solutions)regarding defects that have been identified. Defects include irregular playing areas rinks 1, 2 & 5 and areas where stitching is failing. These defects fall within the warranty provisions of the agreement.

**Secretary** - **Correspondence**

**Inward Correspondence: Noted**

The grant application for Solar system was unsuccessful because of a grant we received in 2018. It was assessed that this grant is seen as a low priority so soon after the 2018 grant. The club will apply again when grants applications are available.

Bob Brennan has resigned due to his age and health. Bob wrote to express his regret at having to give away bowls after 25 years.

Email from Bruce Thurgood re lack of participation in Friday Social Bowls. **Action:** Brian Heinemann to discuss with Bruce

Clubs Qld is holding Corporate Governance workshops in February at Nil cost. **Action**: Brian Heinemann and Alan Quartertmaine will attend.

**Outward Correspondence: Noted**

Notice of AGM posted on notice board

Evaluation Report for renovation of back green sent to members

Minutes December Committee meeting sent to members

Minutes sent to Ladies’ Club

Membership report Form 2 sent to Bowls Qld

**Membership Applications:**

**Full Membership applications:**

Mark Butler from Inverell Bowls Club – (Proposed Richard Meacle Second Jeff Paterson)

Michael Stevens – (Proposed by Jon Herriot Second Richard Meacle)

Paul Stanway from Palmwoods Bowls Club – (Proposed Hans Van Roy Second John Crisp)

**Social Membership applications**:

Jeff Conroy – (Proposed Brian Heinemann Seconded Alan Johnson)

Chris Giegler – (Proposed Brian Heinemann Seconded Alan Johnson)

**Applications to be accepted**: Moved by Jeff Paterson Seconded by: Peter Wright

**Resignations:**

Jack Groat Headland Pacific Sports Club

Bernie Charles Retired

Graeme Cunningham Retired

Mervyn Elliott Retired

Robert Walker Retired

Mark Nugent – Temporarily resigned

Cameron Whitebread – Page Resigned

Rob Whelan – Mooloolaba

Brian O’Mera – resigned

Bob Brennan - retired

**Action:** Brian Heinemann to contact members to thank them for their membership and to offer social membership.

**Reports presented:**

**President**

The main focus since the last meeting has been finalising the contract with TigerTurf (TT). Thanks to John Kruger and Jon Herriot for their review of the draft contract. A site survey was conducted by TT on 14 January representatives that included their project Manager. Following the site survey minor concerns with the draft contract were discussed and addressed satisfactorily. A few points to note include:

1. Replacement of the timber plinths is included in the contract price.

2. Disposal of underlay and carpet is included in the contract price.

3. Disposal of spoil is included in the contract price except for tip fees (if incurred)

4. Risk of the sub-base. All tenderers placed the risk of the integrity of the sub-base (the base below the 30mm of excavation) squarely onto the Club. The draft TT contract is explicit in this regard. The approach taken was to assess the risk based on criteria from TT. That assessment concluded that the risk of the sub-base being deficient is low but will be assessed after TT remove the top 30mm.

We are awaiting a revised draft contract and we hope to agree and sign it soon. TT confirmed that he carpet has been ordered in advance and they confirmed they will be onsite to commence 30 March (subject to weather). They will only use the driveway and there is no need to remove any fencing except for the driveway gates. We need call for volunteers to appoint our project Manager, noting that the job is largely hands-off.

**Vice President** – No report provided - unwell

**Junior Vice President:** The club is benefiting from an increase in younger social members and this is boosting activity particularly Friday evening trade. These social members are becoming keen barefoot bowlers and a competition is planned for the last Sunday in February.

Members are encouraged to welcome and encourage these members as much as possible.

**Greens Director** – Position Vacant, note comments above related to the Front and Back Greens

**Treasurer**: The Treasurer discussed the draft financial statements for Dec 2019 and Year to date 2019. The draft report indicated satisfactory bar trading and an above average profit result for December. Further information to be provided by the honorary accountant. The focus now is on finalising the 2019 annual accounts, financial statements and the audit report.

Motion to accept the Treasurer’s draft report: Moved: Tony Jardim Seconded: Peter Wright

**Provedore:** No report provided

**Games Director's Report January 2020 -**Sub-Committee Ray Lamb, Steve Mason & Col Harris

**The 2020 Club Fours** have commenced with only 36 players making the effort to play. This is a disappointing result as the Fours is the premium game of club competition.

**The Club Singles** Nomination Form will be posted on the 17/1/20 and close at the end of February. Singles will be played on a Sunday AM and PM with an opportunity to play on Saturday morning or other days if it can be arranged **by yourself** with your marker and opponent.

**Please do not nominate if you are not available to mark.**

Brian Serjeant has indicated he is prepared to be the Umpires Co-ordinator which is good news as one of the successes of my time as Games Director was to increase umpire numbers.

The decision by Committee to allow our lady members to play on a Saturday in their own competition I believe was a good one. It provides an opportunity for those ladies who work and are unavailable to play Tuesday the chance to enjoy weekend bowls.

I will not be nominating for Games Director in 2020.

Peter Woods

Games Director

**General Business**

**Additional Funds for Club:**

This offering is for ‘on premise’ club product, and it is not applicable to external (public) containers for refund.

**‘Scout Recycling’ (SR) will…**

* Provide collection bins at no cost to our member clubs (3 bin sizes: Wheelie bins, 1200 x 1200 x 950, or 2000 x 1200 x 1000)
* Bin pick up’s as required – daily, weekly, fortnightly
* They will supply venues with extra bins for events (no charge) –
* They will pay Clubs Queensland 10 cents per refundable container – i.e. from clubs that engage ‘Scout Recycling’ to provide the service.  CQ will then pay (rebate) each club 7 cents per refundable container (must be whole container not smashed or broken) processed, per data supplied by SR back to CQ
* Scout Recycling can also supply additional bins for large events as required, at no cost
* Scouts will receive 6-8 cents per container under this programme.

**Action:** Brian Heinemann to investigate and advise the committee

**Member Survey –** results report prepared by Greg Keen.

Action Sub- Committee to be formed to review the information (Alan Johnson, Tony Jardim, Brian Heinemann)

**Action** Brian Heinemann to write a letter of thanks to Greg Keen.

**Membership Fees**

31/12/19 we had 224 financial members

Current Financial Members approximately 183 and emails and letters sent to 52 non-financial members in January to request payment

**Action**: Brian Heinemann to call non-financial members

**Club Documentation for Policy and Procedures:**

The committee will review and update procedures and risk management to ensure compliance with legislative and club rules, noting that this is a large task and that additional volunteers may be required to complete in a timely way.

**Action**: Brian Heinemann to circulate the Procedure Manual to Committee and other volunteers for review.

**Archive Documents**:

**Action**: Brian Heinemann and Brian Kelly to review stored documents for destruction of documents no longer required

**Smoking**

Recent signage has contributed to some improvement in compliance with smoking regulations. However, the club still receives complaints from members, visitors and passing pedestrians about smoke and butt litter. Members are reminded to observe smoking regulations at all times when within club grounds and be mindful of community and club member concerns when smoking on the footpaths.

**Planner – Function Room**

**January:** Probus; National Seniors; Australia Day Mixed Pairs

**February:** Great 8’s commence; French Club; Social Function 50 people; CPA; Probus; French Club

Meeting closed 6.12pm