

MINUTES of the McLaren Vale Bowling Club Board of Management

Meeting held 9 April 2018

Meeting opened by President N. Nation at 7:34pm

Present: N. Nation, L. Carter, M. Boon, P. Cavallaro, J. Mathews, P. Guerin, G. O'Connell.

Apologies: R. Collison

Minutes of previous meeting: Moved by **P. Guerin** and seconded **P. Cavallaro** that the Minutes of the previous meeting held on 5 March be accepted. All in favour.

Business arising from Minutes:

- ***Driveway & Carpark***

L. Carter gave an update on progress with the driveway and carpark. Key points are as follows:

- Have received Building Approval and Building Consent for car park. Council have requested engineering calculations and certification for the light poles. Sent to Council 3 April. Once these are approved then will also have Building Approval and Building Consent for both car park and lighting.
- Greenhill and Lucid Engineering preparing tender documentation. The lighting in the driveway has been removed from plans to address the concerns of adjoining residents. Provision will be included for future lighting in the driveway by including conduit for cabling.
- Tender documentation ready to go to select tender week commencing 9 April. Tenders to be open for 2 weeks, evaluation 1 week, approval by Board of Management 1 week, mobilization a further week and construction 6-8 weeks.
- Members to do planting and ongoing maintenance of garden areas. Type of plants recommended by Greenhill landscape designer. Montessori Childrens Centre to organize for garden seating and community art work.
- Existing trees to be removed 21/22 April.
- Estimate of total project cost is \$270,000.

- ***Other Capital Works***

L. Carter gave an update on progress with the steps, decking and balustrade between B and C green. Key points as follows:

- Footing work commenced 9 April and concrete for footings to be poured on 11 April
- **D. O'Brien** to send aluminium louvres to Zimmer Engineering for powder coating.
- When excavating found unexpected cables and pipes. Lighting cables to be repaired/replaced.

- Contractor doing footings will also replace concrete banks on eastern and western side of C green.

- ***New Members***

No new members for month.

- ***Venue Hire/ Social Activities***

New bookings for the month include 30th birthday on 30 June and Riley Motor Club for sit down dinner on 5 May 2019.

Changes to our hire arrangements were discussed in view of recent experience where total income has not represented an adequate return for the time and effort involved by our volunteers. As a result, the following changes were agreed:

- **For members** of the Bowls Club the cost of hire would remain at **\$110.00** including GST for the club rooms and an additional **\$55.00** for the use of the kitchen. Board can use its discretion to waive this fee if considered appropriate (ie life members)

For non-members:

- Hire of the club rooms to be **\$199.00** including GST.
- Hire of kitchen to be **\$99.00** including GST.
- Use of greens to be **\$5:00/ player** to a maximum of **\$200** for the use of one (1) green.
- Security Bond (To cover extra cleaning/ breakages/damage) to be **\$150.00**
- Any damage in excess of the **\$150.00 Security Bond** will be recovered from the hirer.

P. Guerin to change the Hire Agreement to reflect these changes.

- ***Purchase of Trolley for Oven***

P. Cavallaro to purchase a trolley for the oven – action is ongoing.

- ***New Photo Copier***

Need to install cabling from PC in Treasurers Office to printer. **M. Boon** reported that the work was supposed to be done week beginning 2 April, but contractor did not turn up. To be followed up and completed.

- ***Thursday Pennant - Process of Appointing Selectors***

P. Guerin has made changes to By-Laws, as agreed at previous meeting. Copy of amended By-Laws in Club and sent to **J. Bates** for inclusion on Club website.

- ***Clubs SA Liquor and Gaming Inspectors***

M. Boon reported that the appropriate documentation had been completed and forwarded for **Jane Mathews** and **Gae O'Connell** to undergo Police Checks, still awaiting response and approval.

- **AGM** - Meeting to be held **23 April 2018**. **P. Guerin** has sent out notice of meeting to members and placed notices in Club rooms in accordance with the Constitution. Copy of Minutes of previous AGM and Agenda for upcoming meeting also emailed to members and spare copies placed in Club. **G. O'Connell** to take minutes at AGM in **P. Guerin's** absence.

- **EFTPOS** – Decision to be deferred until return of **M. Boon** from holiday.

- **Annual Darts Bowls Memorial Trophy** – **M. Boon** reported that the inaugural competition is all in hand. The bowls leg of the competition will be held on **21 April** with 28

representatives each from bowls and darts to participate. Club to do catering and run a raffle. Return darts competition tentatively scheduled for July 2018. The weekend of 21/22 April is when the trees in the carpark are scheduled to be removed, so need to make sure there is alternative parking arrangements. Also suggested it would be best to use A green, subject to agreement of greenkeeper.

- **New Weather Station –S. Lamb** constructing new weather station. To be made so it can be set up on a tripod on the grass area adjacent to A green and removed each time it is used.
- **Signs for Bags to be Stored Under Seats – N. Nation** agreed to get made at Sign Boys. Agreed that we would get 20 signs made, to fit on the flat section of the aluminium seats at one end of all 3 greens.
- **Green Fees Box and Greens Access Membership** – was agreed that a \$5.00 green fee was applicable for social bowlers who regularly use greens for practice. Existing key safe on the southern wall of the Club to be modified and used as Green Fee box. Also discussed and agreed on a **Greens Access Membership**, which allows unlimited access for practice on our greens by members of other Clubs or non-members who wish to use the greens regularly and pay an annual subscription rather than a \$5.00 green fee for each use. **Greens Access Membership to be set at \$80.00.**
- **Proposed Changes to Conditions of Play for AGM of GSBA** – The following recommendations for changes to the Conditions of Play have been forwarded for consideration at the GSBA AGM, to be held at **Goolwa Bowling Club on Thursday 10 May at 7:30 pm:**
 - **For Saturday Open Gender Competition, the Semi Finals (Qualifying and Elimination Games) be held on Saturday and the Preliminary Final the following day (Sunday) with the Grand Final on the Saturday of the following weekend.** Reason: - This reduces the season by one week.
 - **For Thursday Ladies Pennants – Games which have not been completed due to inclement weather (wet) or temperature reaching 36 degrees during play, should be played on the following Tuesday, or at a time convenient to both Clubs involved.**
 - **That when the Bureau of Meteorology forecast is 36 degrees at Noarlunga (Wednesday at 4:30pm), we play until it reaches the predicted 36 degrees.**

Also, all the recommendations for changes to the Conditions of Play submitted by Clubs to be considered at the GSBA AGM were discussed and a decision made as to how our delegates were to vote. It was agreed that **G. O’Connell and L. Carter** be our delegates at the GSBA. Each delegate has the results of how the Club wishes them to vote on each of the proposed changes.

- **Presentation Night** – The Board thanked the Ladies Facility for organizing the Presentation Night, it was a great success.

Reports

- **Treasurer – M. Boon** presented the end of Financial Year Balance Sheet and Profit and Loss Statement. This will be presented at the AGM and included in the Minutes of the AGM to be held on 23 April 2018. In summary it has been another profitable year for the Club. Reviewing the Profit and Loss Statement, and disregarding grant money received, extraordinary expenses associated with car park and driveway and before depreciation, the

Club had an operating profit of approximately \$43,000. This is great recognition of all the dedicated work of our many volunteers.

Moved M. Boon and Seconded P. Cavallaro that the Treasurer's Report be accepted. **All in favour.**

- **Member Welfare Group** - No report, as meetings held quarterly. Next meeting of Welfare Group to be 23 April 2018.
- **Secretary – P. Guerin**, nothing further to add to issues covered elsewhere.
- **Ladies Facility Report**
G. O'Connell reported on the Ladies Facility Meeting held on 3 April. Main points as follows;
 - **P. Jolly** to continue as Chairperson and **D. Pulford** as Deputy Chairperson of Ladies Facility for 2018/19. **J. Scott** to be new Secretary, **M. Broadwood** Tournament Director and **N. Bradley** Chairperson of Selectors.
 - **Joan Warner** thanked for her diligent work with the training drills throughout the year
 - Ladies asked if Club could develop a flyer to advertise in the Seaford Rise and Seaford Meadows area by a letter box drop. **P. Guerin** to organize.
 - Also requested that details of Social Bowls be included on Club website. It was pointed out that this information is already on the website.
- **Men's Facility Report**
L. Carter gave a summary of the topics covered as part of the Men's Facility Meeting held on 13 March 2018. Points for discussion included a status report on driveway and carpark, steps and decking, venues and conditions of play for Open Gender Finals and need for volunteers to assist with surrounds maintenance. **N. Hoffman** has agreed to coordinate but needs some assistance. Proposals for changes to the Conditions of Play to be considered at the GSBA AGM discussed and voted on to determine how our delegates vote. Update on funds raised for toilets adjacent C green, currently about \$2,000 and estimated budget approximately \$50,000. **J. Bates** agreed to set up a small sub committee to investigate alternatives for construction and funding of toilets.
- **Bar - P. Cavallaro** reported that Bar revenue for **March 2018** was **\$18,694** which is the best bar income recorded for March, up approximately \$2,500 on the corresponding month last year. Revenue from the bar increased by 12.8% over the year April 2017 – March 2018 compared to the previous Financial Year, from \$164,430 to \$185,625. This is by far the main source of revenue for the Club.
- **Kitchen – P. Cavallaro** reported that the kitchen continues to go well and he is always seeking feedback as to how to improve viability.
- **Grants**
No outstanding grants or applications at present.
- **Social Bowls** – No report. Wednesdays continues to operate satisfactorily but need to consider how participation can be increased. Numbers generally 32 -36. No Saturday social bowls as have nobody prepared to organize at present.
- **Surrounds Maintenance** – No report. **N Hoffman** has agreed to take on role. Will need other volunteers to assist. Was also discussed at Men's Facility Meeting on 13 March, but

no additional volunteers forthcoming. Surrounds maintenance continues to be an issue and will of greater concern with new garden areas associated with development of Age Friendly Hub.

- **Greens Management - N. Nation** provided the following information:
 - A and B green will be closed after 21 April and all social bowls during winter to be on C green.
- **Strategic Plan**
 - No changes, work program already covered previously as part of “Other Capital Works”.
 - **A. Tonkin** engaged to do footings for decking and east and western concrete banks of C green. Work commenced 9 April.
- **Workplace Health and Safety** - No report.
- **Other Business**
 - **Life Membership P. Cavallaro** – it was proposed by **L. Carter** that the Club nominate **P. Cavallaro** for Life Membership at the forthcoming AGM. To be voted on by secret ballot at AGM by members and need at least 75% approval to be carried. Moved **N. Nation** and Seconded **L. Carter**. **All in favour**.
 - **L. Carter** raised the need to benchmark our Clubs financial performance against other clubs, to see what we are doing well and areas we could possibly improve in. Was a feeling that our greens maintenance costs were possibly high compared to some other clubs. **L. Carter** and **P. Guerin** to get Annual Financial Statements from other clubs to make comparisons.
 - **Toilets Adjacent C Green** – further general discussion on need for toilets adjacent C green. Moved **L. Carter** and Seconded **M. Boon** that a sub committee be established chaired by **J. Bates** to establish the demand for a toilet, design alternatives and costings. **J. Bates** to co-op members for sub committee and then report findings to Board.
 - **C. Patterson** to manage the bar in **P. Cavallaro’s** absence.
 - Discussed critical need to arrange social functions at the Club during winter. Currently have no formal Social Committee. **M. Boon** said he had in hand arrangements for social events during winter. Also agreed to check on cost of hiring a Quiz Master for a quiz night. **L. Carter** also suggested we could hire our clubrooms to other organizations for them to arrange and organize fund raising events on an agreed cost sharing arrangement. Suggested organizations were CFS (**P. Cavallaro**), Darts Club (**M. Boon/R. Clennett**), Netball and Tennis Clubs.

Meeting Closed – 10:47pm

Next Meeting - To be held at 7:30pm on Monday 7 May 2018