

MINUTES of the McLaren Vale Bowling Club Board of Management

Meeting held 7 August 2017

Meeting opened by President Norm Nation at 7:26pm

Present: N. Nation, M. Boon, L. Carter, P. Cavallaro, R. Collinson, P. Guerin, Ainsley Roscow (by invitation, Montessori Childrens Centre).

Apologies: G. Montgomery

Minutes of previous meeting: Moved by P. Guerin and seconded P. Cavallaro that the minutes of the previous meeting held on **5 June 2017** be accepted. All in favour.

Business arising from Minutes:

- ***Age Friendly Hub***

L. Carter gave a presentation on progress with the Age Friendly Hub.

It was agreed we would pursue a “turn key” solution, that is, engage a contractor to be responsible for the design, documentation, construction and project management of the project.

Have two quotes to undertake this role, one from Jensen Plus who prepared the initial proposal to DPTI in association with the Club, and the other from Greenhill Engineers. L. Carter outlined the two proposals. Board members and A. Roscrow (Montessori Childrens Centre) to consider each proposal and provide feedback to P. Guerin by cob Friday 11 August on preferred contractor. **P. Guerin** to inform members of majority decision.

It was further agreed, at the request of A. Roscrow, that the Club and the Montessori Childrens Centre enter into a Memorandum of Understanding (MOU) for the delivery of the project. **L. Carter** and **A. Roscrow** to develop a suitable MOU for signing by both parties.

It was anticipated that the construction period would be 6-10 weeks and during that time access would be restricted and other options will need to be put in place for access and parking.

Other project issues discussed included:

- Improvements to the Council garden area which is part of the Penfold Way road verge at the western side of the entrance;
- Need to possibly move the stobie pole near the Tatachilla Road entrance;
- Is the entrance wide enough to incorporate passing as per the design parameters? (driveway is 6.0 m wide for a minimum of 6.0m from Tatachilla Road boundary, which meets the design requirement);
- Community involvement in project (ie art work, street furniture, shrubs);
- A. Roscrow to contact H. Wainwright (Wine Coast Ward Councilor) and Community Liaison Officer about the project; and
- Discussion on relocating Montessori shed to improve access.

Once a decision is made on which contractor we choose, **L. Carter** to arrange a site meeting to progress work.

- **Social Activities**

Christmas in July, Club Quiz Night and the View Club Quiz Night were all very successful in terms of participation, enjoyment and financial return.

- **Surrounds Maintenance**

No report G. Montgomery absent.

- **Sponsors Board**

Sponsors Board has been finalized and on display in the Club, thanks to G. Walling, J. Bates and J. Kelly.

- **New Members**

Guy Close and Steven Lamb applied for full membership. Moved P. Guerin and seconded L. Carter that their application for full membership be accepted.

- **Venue Hire**

Birthday party to be held at Club on Saturday 2 September, Opening Day GSBA on Friday 29 September, Wedding Reception on Saturday 7 October and birthday celebration 14 October. John Talbot Tournament on 9, 10 October, Night Owls starting on 5 October, Social Bowls on 11 October as well as pennants on 7 October, so will be a very busy month.

- **GSBA Special General Meeting**

P. Guerin read from the Minutes of the GSBA Special General Meeting held at Willunga on 27 July 2017. “

- “The GSBA Clubs approved the action of the Executive in allowing Encounter Bay Division 3 minor premier from season 2016 2017 to not be promoted in contravention of the conditions of play.

The number of sides nominated for Thursday Pennant Competition exceeded the limitations as per the Conditions of Play adopted at the recent AGM. As a result, 5 options were put to delegates for consideration. The following was adopted;

- “Division 2 of 8 sides playing 14 rounds and Division 3 of 10 sides playing 14 rounds”.

- **Henselite Club Bowls Deal** – Awaiting outcome of our grant application to Department for Recreation and Sport for \$1,500 for 5 sets of bowls. **Action P. Guerin**

- **Barrels/ Pots** – In hand.

- **Open Gender Selectors**

D. Kay the Chairperson of Selectors for Saturday Open Gender submitted his recommendations for ratification by the Board.

The Nominees were **L. Carter** (Div. 1); **T. Morgan** (Div. 2); **R. Dowell** (Div. 3); **J. Chenoweth** (Div. 4) and **M. Boon** (Div. 5). The Board endorsed the recommendations forwarded by the Chairperson of Selectors. C. Craven also nominated as a selector for Div. 4. **P. Guerin** to contact Colin to thank him for his nomination and explain the Board’s decision.

- **Assistance with Bar Duties**

P. Cavallaro reported that the bar was operating well and at this stage he did not require any assistance with bar duties.

- **Letter of Appreciation**

N. Nation wrote a letter of appreciation to those Board Members who have not continued, namely J. Kelly, D. Pulford and G. Walling.

- **Car Park and Driveway Speed Limit**

Agreed that P. Guerin to send a reminder to all members about strict adherence to the 5km/hour speed limit. To be done at the start of the next pennant season. **Action P. Guerin.**

- **Complaint from Potential New Members**

Letter of apology sent to the complainant and accepted. No further action required on this matter.

- **Kaleidoscopic Travel**

Require change to sign on Sponsors Board to include contact name and number for Michele Bath. **P. Guerin** to organize with J. Kelly.

- **Practice Games**

L. Carter reported that practice games for Saturday Open Gender will be held on the following dates;

- Saturday 9 September internal trial
- Saturday 16 September v Pt Noarlunga at home
- Saturday 23 September v Strathalbyn away
- Saturday 30 September internal (morning, followed by BBQ and AFL grand final)

Sheets to go on Notice Board for names.

- **Membership Letter**

M. Boon reported that there had been a good response to the membership/fee letter with about 30% of members paid at time of meeting.

- **New Bowls Stickers**

P. Guerin reported that new Club bowls stickers have been received and will be available from the bar or the Secretary's office, on request.

- **Insurance Claims**

P. Guerin reported that all insurance claims for damage to fences and B Green as a result of the mini cyclone in October 2016 have finally been settled. As agreed, A. Whiley to send an invoice for \$750 for the additional work he undertook to repair B green. **N. Nation** and **M. Boon** to arrange for invoice and payment.

Reports

- **Treasurer** – M. Boon presented the following figures to the meeting.

Administrative A/C	\$10,334.68
Fund Raising A/C	\$3,501.48
On-Line Savings A/C	\$50,274.48
Term Dep 1 A/C	\$150,000
Term Dep 2 A/C	\$120,786.09
Term Dep 3 A/C	\$125,000

Term Deposit 3 is a new account for the grant money from DPTI for the driveway and carpark.

M. Boon also presented a Quarterly Profit and Loss Report for the period April – July 2017. The report also compared the financial figures for the same period last year. The P&L shows a net profit of \$117,378.39 for the period due mainly to the \$125,000 grant money. Regardless, a good result for this period of the year.

- **Member Welfare Group** – M. Boon reported that there was a meeting of the Group on 31 July and provided a copy of the Minutes of the Meeting. Key issues arising from the meeting of the Welfare Group were the need for a toilet near C green and the possibility of a Rose Garden on the vacant embankment of C green, where deceased members ashes could be scattered. Matter discussed and it was agreed that the small area at the SE corner of A green or south end of C green could be considered for a rose garden. Ongoing maintenance an issue.
- **Secretary** – Nothing further to report from issues already covered in meeting.
- **Bar** - P. Cavallaro reported that Bar revenue for **July 2017 was \$7,170**, which is less than the same period last year by almost \$3,000. The previous 3 months have been record months compared to the corresponding period over the past 5 years. The wet, wintry weather, lack of events and social bowls, are major contributing factors for the poor July result.
- **Kitchen** – P. Cavallaro reported that the kitchen averaged 47 meals each Friday during July with monthly revenue of **\$2,283**. Again, this is less than last year and the wintry weather and members being on holiday, has contributed to the dip in meals and kitchen revenue.
- **Grants** – P. Guerin reported that the Club has been successful with receiving a grant of **\$137,775** from DPTI for the car park and driveway. No news yet on grant application to Department for Recreation and Sport for Active Club Program 43 (**\$1,500**) and Community Recreation and Sport Facilities Program, Minor Development Application (**\$40,000**) for C green and surrounds work. Decision supposed to be made by 31 July, still pending at time of meeting.
- **Social Bowls** – G. Montgomery absent, no report.
- **Greens Management** – N. Nation reported that the petrol roller had been repaired and was ready to pick up and the hydraulic mower was also fixed and back in operation.

- **Strategic Plan**

- L. Carter reported that he had received two quotes for replacement of overhead shades at the northern end of A green. One from Marks Outdoor Blinds for \$2,000 and an alternative from Willunga Hill Auto Upholstery for \$1,160 plus \$50 for new clips. 2-3 weeks delivery. Moved L. Carter and seconded P. Cavallaro that we proceed with the lower quote from Willunga Hill Auto Upholstery. **Action L. Carter/N. Nation**
- L. Carter also presented details for two options for new steps, walling, balustrade, and decking for the area between B and C green. This work is part of the Strategic Plan presented to and agreed by members. The quote from Aldinga Home Improvements included a 2m high concrete sleeper retaining wall and removal of existing low concrete wall, at an estimated cost of \$42,000. An alternative quote from Zimmer Engineering for the steps, balustrade and decking with powder coated aluminium louvres to hide the bank is \$23,020. Moved L. Carter, Seconded P. Cavallaro that we proceed with awarding the work to Zimmer Engineering. **Action L. Carter**

Any Further Business

- **Opening Day - Opening Day to be 12:30 pm on Sunday 17 September.**

Agreed to invite Rebekha Sharkie, Member for Mayo; Mayor Lorraine Rosenberg; Councilor Hazel Wainwright; Ian James Bowls Australia; and GSBA representative. **Action P. Guerin**

- **Workplace Health and Safety**

M. Boon reported that he has put documentation in kitchen for correct procedures for washing hands when handling food for all personnel working in the kitchen to follow.

Meeting Closed – 10:37 pm

Next Meeting - To be held at 7:30pm on Monday 11 September 2017.