

## Darwin Bowls and Social Club

### Minutes of the Board of Management Meeting held at Darwin Bowls Club on 12 December 2023

	Meeting opened at 6:34 pm	Action
1	<b>Present:</b> Andy Cruse (AC), Allen Walsh (Frog), Barry Orr (BO), Shirley Campell (SC) Lynne Hayhow (LH), Marty Garnett (MG), Jason Williams (JW), Hilary Hunter (HH)	
2	<b>Absent</b> Pete DeGreenlaw (PDeG)	
3	<b>Previous Minutes</b> Accepted Moved by MG      Seconded by LH	
4	<b>Business Arising</b>	
4.1	<b>Channel 10</b> - JW provided an update on the request from Channel 10 re advertising.	
4.2	JW to check with DCC re legality of erecting / changing signage. <b>Arm Bowling Competition</b> – request was received by the Committee. The date for the 2024 competition has been approved	JW
5	<b>Reports and Correspondence</b>	
5.1	<b>Managers' Report – JW</b> <ul style="list-style-type: none"> <li>• Stocktake almost completed (some extra kegs are noted and some discrepancy with the Red Wine count,</li> <li>• Last week, over \$33,00:00 was taken over the bar,</li> <li>• JW looking into the number of greens fee transactions over the last 3 weeks,</li> <li>• New staff members working well,</li> <li>• Dog Policy is on the Notice Board</li> <li>• Accountant to be given the amount of Stock on Hand to put into accounts</li> </ul>	JW
5.2	<b>Treasures Report</b> <ul style="list-style-type: none"> <li>• BO spoke to the financial documents which were tabled at the meeting,</li> <li>• Sponsor invoices are to be sent out,</li> <li>• Staff wages took 33% of the club income for November,</li> <li>• Turnover has increased for the Club,</li> <li>• Membership Fees were discussed</li> <li>• Including on the Membership Form a statement reminding members that Social Membership does not include Green Fees</li> </ul> <p><b>Motion</b> 2024 Membership fees for Full and Pensioner memberships be increased by CPI Full membership \$165, Pensioner membership \$98, Recreational and Junior membership each remain \$30 Proposed by MG, Seconded LH All Board members were in agreement of the Motion.</p> <ul style="list-style-type: none"> <li>• All staff to be informed of membership fees and the Renewal Membership Form update</li> <li>• Event Fee Reconciliation Policy &amp; Procedure discussed by BO</li> </ul> <p><b>Motion</b> The Event Fee Reconciliation Policy be implemented. All staff and Volunteers involved in taking green fees and running events are to be made aware of the Policy. Proposed by HH, Seconded MG All Board members were in agreement of the Motion.</p> <ul style="list-style-type: none"> <li>• Policy to be put on the notice board for two weeks as per Constitution.</li> </ul>	JW JW JW & BO JW & BO
5.3	<b>Green Keepers Report – MG</b>	BO

<p>5.4</p> <p>5.5</p> <p>5.6</p>	<ul style="list-style-type: none"> <li>• More work to be attended on the undercover green to chemically remove mold, planned for Christmas Day</li> <li>• Fairy Lights on the undercover green to be taken down</li> <li>• Discussion around a proposal to have an extended cover over the BBQ which will also allow a bike rack to be under cover. Council requirements re permits to be checked before further planning occurs,</li> <li>• Club member to submit account for payment re the purchase of pesticides</li> </ul> <p><b>Bowls Report – LH</b></p> <ul style="list-style-type: none"> <li>• There has been discussion around the Pennant Competition – the format, conditions of play, time/days of play etc,</li> <li>• Jason &amp; Greg have finalized a provisional 2024 Events Calendar which will be sent to NT Bowls</li> <li>• Planning under way for 2024 Australia Day Four’s Competition, JW asked to block out the date in the diary and not to take any bookings for 26 January,</li> <li>• Sponsorship for Australia Day event discussed. Fishing &amp; Outdoor World was suggested.</li> <li>• Bowls NT have requested a representative for the Match Committee,</li> <li>• DBC Delegates are now required to attend Bowls NT meetings every second month instead of every month,</li> <li>• Thursday night Social Bowls discussed. Some members not pleased that for two Thursday evenings before Christmas, some rinks have been given to Christmas Party Bookings. Issue discussed and to continue. JW to liaise with volunteers who run Thursday Night Bowls.</li> <li>• Stock of cards for Tuesday, Wednesday &amp; Sunday social bowling comps to be checked and ordered as required. Plenty of cards for Thursday night are available.</li> </ul> <p><b>House &amp; Social Report –</b></p> <ul style="list-style-type: none"> <li>• BO to approach member who is keen to take up the position</li> </ul> <p><b>Correspondence - HH</b></p> <ul style="list-style-type: none"> <li>• Bowls NT survey on Drugs in Sport discussed. Committee feel no further follow up required at DBC</li> <li>• Bowls NT re Ochre Cards – discussed and everyone is aware of requirements,</li> <li>• Communication from Bowls NT – a request that all club correspondence re business, requests etc are to be sent via the Secretaries (LH &amp; HH)</li> <li>• Webinar on tonight at 8pm,</li> <li>• Public Officer documentation and registration completed. Fee to be refunded to HH</li> </ul> <p><b>Membership Applications</b></p> <ul style="list-style-type: none"> <li>• Four new member applications have been received and all applications reviewed.</li> </ul> <p><b>Motion</b></p> <p>The four membership applications be accepted.  Proposed by LH, Seconded Frog  All Board members were in agreement of the Motion.  The four new members are  Angus Fleming and Jay Thompi - Recreational Membership.  Philippe Puig and Robyn Lee - Full Membership</p>	<p>MG</p> <p>MG</p> <p>MG</p> <p>MG for club member</p> <p>LH</p> <p>JW</p> <p>LH</p> <p>JW, HH &amp; Mark</p> <p>JW &amp; Volunteers</p> <p>BO</p> <p>HH &amp; JW</p>
<p>6</p>	<p><b>General Business</b></p> <p>Grant Applications</p> <ul style="list-style-type: none"> <li>• Information re current applications to be sent to Secretary</li> </ul>	<p>JW</p>

7	<p><b>Business without Notice</b></p> <ul style="list-style-type: none"> <li>• Free WiFi access at the club discussed. Cost to be investigated &amp; report back</li> <li>• Playground light - in situ but not activated by movement. To be checked,</li> <li>• Trading over Christmas and New Year, JW sought clarity,</li> </ul> <p>Club will be closed on Christmas Day, Boxing Day, New Years Eve and New Years Day</p> <ul style="list-style-type: none"> <li>• JW to investigate obtaining a Liquor Licence</li> <li>• January trading discussed – club to remain open on Mondays in January and review trading data in Feb 2024</li> <li>• JW discussed some incentives to encourage Monday trade in February such as giving all group bookings Member’s prices for drinks. All committee members agreed to the suggestion</li> <li>• Staff end of year Thankyou – to be organized by JW with an agreed set budget.</li> <li>• Discussion around ongoing correspondence received from a member. SC, JC &amp; BO left the meeting at 8pm prior to discussions starting. The member to be notified of the Board’s decision.</li> </ul>	<p>MG &amp; JC MG</p> <p>JW</p> <p>JW</p> <p>JW</p> <p>HH</p>
8	<p><b>Meeting closed at 8:18 pm</b></p> <p><b>Next meeting</b> Tuesday 23 January 2024 6:30 pm, venue DBC</p>	