



Bowls Scotland

National Centre for Bowling Northfield, Hunters Avenue, Ayr, KA8 9AL

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Bowls Scotland Board Meeting

Thursday 16th April 2015, 1030 am

sportscotland Offices, Doges, Glasgow

Present:

Bill Knox (BK), Chair, Sue Beatt (SB), Bob Christie (BC), Anna Marshall (AM), Duncan McLaren (DM), Craig McArthur (CM),

In Attendance; Alan McMillan CEO (AMcM), Stuart McFarlane (SM), Jacqui Stone (sportscotland), Janice Grant (JG) Douglas Johnstone (DJ), Colin Hutchison (CH)

1. Apologies:

Tom Hamilton (TH)- Elizabeth Wallace (EW)

2. Chairs Opening Remarks

The Chairman welcomed all in attendance to the Bowls Scotland Board Meeting, re-emphasising confidentiality from all present especially with the minutes until they are approved.

3. Previous Minutes (5th March 2015)

The previous minutes of 5th March 2015, were proposed and seconded.

4. Matters arising/Action Points.

As of the 15th of April there are 1988 under 16's claimed members of clubs. This was deemed as encouraging and a clear marker for the future.

5. Governance

5.1. Governance

5.1.1. Strategy Development

Final feedback had been given regarding the new strategy. It would now progress towards final production.

Election of Presidents Paper

A paper was presented on the criteria of how Presidents could be elected in the future. The paper were unanimously approved.

5.1.2. Role and Responsibilities of Directors Paper

An updated paper was presented on the Roles and responsibilities of each Director with portfolio, the Chair and a general Director. It was agreed that this paper would be a key document when appraising Directors. The paper was unanimously approved

5.1.3. Articles and Bye-Laws

A meeting to discuss possible amendments to the articles. AMcM will now take the outline of the discussion to the lawyers for feedback- mid-may

5.1.4. Quarterly Report

The quarterly report was outlined and fully approved. During the discussion the most up to date capitation figures were presented.

Clubs- 863 a reduction of 11 clubs form 2014

Men's returns- 2015- 44799- 2014- 46070

Women's returns- 19000 2014- 19954

Total 63799 2014- 66024 drop of 2225

5.1.5. Staff Update

An overview of the current staffing position was presented. The Central. Tayside and Fife Regional Development Officer had left the organisation after being appointed and the post of had now been advertised. Both high performance coach and high performance manager had been offered and verbally accepted with the announcement of who was successful to follow. The replacement for Competitions and events position has closed with interviews to take place on the 20th of April. The Board wished to express its thanks to Donna Mackey for her hard work over the last three years and wished her well in her new position with Event Scotland.

5.1.6. Head Office

A summary of the paper was presented, outlining that the current office suitability. After a discussion the board agreed that further discussion take place and information gathered to be brought back to the Board

5.2. Finance

5.2.1. Finance update

The finance paper was approved by the Board

5.2.2. Reserves Policy- A reserves policy paper was tabled and discussed. It was accepted as a good paper and approved with the suggestions of reducing the surplus as a discussion to undertake at the next finance meeting.

5.2.3. Payments to be authorised

5.2.3.1. Replacement photocopier- the purchase or lease of a new photocopier was approved, with the finance group having the final decision on the best most mode of purchase.

Operational: Update Papers:-

CEO- information update paper
Comps and Events update paper

6. Playing the Game

6.1. Development

6.1.1. Equality

6.1.1.1. Preliminary Level Standard- Colin Hutchison presented the findings of the equality survey and the key documents included in the preliminary level submission of the Equality Standard for Sport. This included a discussion on the impact of the preliminary level submission on the business of the organisation. The board approved the updated Equality & Diversity Policy, the Recruitment & Selection Policy and the Equality Action Plan and thanked Colin for all his hard work in pulling together the submission.

6.1.1.2. Policy Advisory Group- CH outlined the need to have a Policy Advisory Group to advise and support clubs. This was fully approved with CH and DM looking at the group members.

7. Marketing, Branding and Comms

7.1. Partnerships

7.1.1. World Bowls- presentation by Bowls Australia- An outlined of the presentation that had been made to the board of World Bowls was discussed. Further discussions and a position statement would be required to take stock of what was currently being put forward by Bowls Australia.

AOCB

BK thanked all Board Members for their attendance and input today, and brought the meeting to a close.-15:10hrs