



Bowls Scotland

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

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Bowls Scotland Board Meeting

Tuesday 20th January 2015, 3.30pm

sportscotland Offices, Doges, Glasgow

Present:

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

In Attendance; Alan McMillan CEO (AMcM), Stuart McFarlane (SM), Jacqui Stone (sportscotland), Douglas Johnstone (DJ), Janice Grant (JG), , Fiona Taylor (Minute Taker)

Apologies:

Elizabeth Wallace (EW)

Donna Mackey (DM)

Chairs Opening Remarks

Following introductions, The Chairman welcomed all in attendance to the Bowls Scotland Board Meeting.

Previous Minutes (12th December 2014)

The previous minutes of 12th December 2014, were proposed by BC and seconded by SB.

The minutes will be available on the website in due course.

Matters arising/Action Points

BK wished the Board a Happy New Year and welcomed the new board members.

BK read out a confidentiality statement, highlighting the importance of keeping any discussions that take place at the Board meeting confidential. All Board members and those in attendance have signed the confidentiality statement.

It was unanimously agreed that Duncan McLaren, who was previously Director of Governance from 2010-2011, is appointed as Director of Governance to replace Willie McVey. Interviews took place for 2 new Directors. It was unanimously agreed that Tom Hamilton will be appointed as Director of Marketing, Branding and Communications and Craig McArthur be appointed as Director of Finance.

BK advised the Board that Nancy retired in December following 10 years of service with Bowls Scotland. Nancy sent in a thank you card to the Board which was read out.

Governance

Strategy Development

AMcM updated that at a recent meeting with sportscotland's Mike Roberts and Jacqui Stone, finances were discussed in terms of moving forward and the funding that is available from the government and lottery funding etc. Sportscotland have made the decision to provide an increase in funding to Bowls Scotland with an overall investment over the next four years. AMcM highlighted the key areas of increased funding to the board.

JS noted that this is a positive message in recognition of the changes that have been made in the last 4 years with thanks to the quality and drive of the staff in the organisation. She also noted that very few governing bodies were being given an investment increase and again this was as a consequence of progress made. It is crucial to evidence gather in the next few years. AMcM highlighted the main requirements that Sportscotland has set in order for the funding to be provided.

Staffing

Funding was reallocated from the Financial Assistant's position in order to increase the spending on marketing, branding and communications, developing the website and taking on the responsibilities of social media. It was proposed that after discussions that Rob Eyton Jones would be contracted for 2 days per week to cover the range of tasks outlined. The board is in agreement with the proposal

As part of the increased investment from sportscotland there is the ability to appoint a High Performance Manager as per the report on the Head Coaches position over the last three years. A meeting will take place next week to discuss the job descriptions for the High Performance Manager and the Head Coach.

Quarterly Report

AMcM updated that board on the targets set for the upcoming year and a paper was circulated to review.

CRM System

Proposal for a Customer Relationship Management software System (CRM system) to be installed.

The board approved this proposal.

Election of Presidents

This item has been discussed at previous meetings.

Following a discussion, the board agreed for DM to take this forward and come back to the board with suggestions in terms of criteria for the paper.

Role and Responsibilities of Directors

DM circulate to the board a paper on the subject for comments

Finance

Finance update

The report was circulated to the board members and AMcM highlighted the main points from the report. AMcM updated that attempts will be made to implement a reserve policy which will be brought back to the board for approval. CM informed that he is in the process of reviewing the current procedures and considering where there is the potential for improvements to be made.

Operational: Update Papers:-

Playing the Game

Development

Equality

Competition and Events

AMcM highlighted the key areas of change to the existing competitions and events and the implementation of the new super series format.

Review paper update

Fraud Policy/Whistle Blowing Policy

Both policies would be amended and re- submitted to the board electronically for approval- action AMcM by the next Board meeting.

Marketing, Branding and Comms

AOCB

AM informed the board that the Atlantic Championship is due to take place in 2019 and World Bowls is currently looking for tenders. Championship and Committee would like to express their interest. The Board raised no objections in relation to this.

AM highlighted that following advice from the Foreign Office, it has been agreed that a team will not compete in the European Championships

At the board meeting in December, SB advised that she has received some information in terms of the Licensing Act Scotland that could impact on member clubs. It was noted that this continues to be in the consultation stage and there is no further update as yet.

BK thanked all Board Members for their attendance and input today, and brought the meeting to a close.-1815hrs