



Bowls Scotland

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

Tel 01292 294 623

Bowls Scotland Board Meeting

Wednesday 11th of May 2016, 1300hrs

sportscotland offices, Doges, Glasgow

Present:

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

In Attendance: Alan McMillan CEO (AMcM), Douglas Johnstone (DJ), Fiona Fagan (FF) (sportscotland), Eddie Nicholson (EN), Liz Wallace (EW),

1. Apologies: Lynn Wallace (LW),)- Bob Christie (BC), the board approved BC absence
2. Chairs Opening Remarks- The Presidents, AMcM and FF were asked to leave the meeting. The Chair wished to discuss with the Directors a recent situation relating to a comment made on social media.

All those that had been asked to leave re-joined the meeting. BK handed out paperwork for Director appraisals. The Chair also mentioned the European Bowls Development seminar run by World Bowls in Glasgow. AMcM had distributed a report from the weekend for all Directors.

3. Declarations of Interest

Conflict of Interest:- BK, and all presidents- 6.2.2

4. Previous Minutes –

- 4.1. Following work on the remit of District Secretaries by DJ it was agreed that DM would produce a report for the next Board meeting in June.
- 4.2. LGBTI seminar- DJ gave an overview where he found the topic interesting. There is a further course due later in the year.

The previous minutes of the 3rd of March were proposed by SB and seconded by TH.

5. Matters arising/Action Points.

There were no matters arising

6. Proposals

6.1.1. Finance Update- CM gave an overview of the last finance meeting. He emphasised that AMcM was pulling together the budget in draft for the June meeting to allow the board to see the commitment expected for 2016-17 and where there were standing commitments eg, HP trips abroad, that this would be approved in general with the finance group having sign off of this cost, but within the agreed budget. It also brought the budget back to a stage where it should be signed off in August rather than presented. CM also suggested that other areas require to do this eg Comps and events programme to assist with budgeting. CM also drew the Board's attention to the most up to date budget versus actual spend. Whilst there were a number of areas that hadn't produced both income or expenditure yet, he was happy that spend was on track, despite some areas of income, eg capitation and competition entries, being down.

Any decision on the super series in relation to its income, would wait until the entries close at the end of June

At the next meeting a draft updated financial procedures manual will be tabled, with a lot of the agenda being committed to finance.- the board unanimously approved the finance report.

6.1.2. Bank Mandate- this was a tidy up with both CM and finance office Liz Craig being added to the mandate.- the board unanimously approved

6.1.3. Payments for authorisation – there were no payments for authorisation.

6.1.4. Commonwealth Games

6.1.4.1. Appeals procedure- Rhona Howie joined the meeting to give an overview of the Commonwealth Games Scotland (CGS) team selection policy as well as the appeals process that Bowls Scotland would be required to adopt once players were put forward for selection. There was a discussion regarding both papers. The selection process for CGS was unanimously approved by the Board. The appeals process with extensions to two timescales was unanimously approved. Rhona Howie left the meeting

6.1.4.2. Team Manager Appointment – AMcM outlined the previously circulated paper proposing Rhona Howie as Team Manager to CGS for Bowls in 2018. The Board agreed to nominate Rhona Howie as team manager to CGS for Bowls 2018. It was agreed that as she is High Performance Manager, has a wealth of knowledge as an Olympic athlete and HP coach for curling, that she would be an ideal candidate for this position. Scottish Disability Sport will also be consulted as this team manager's role incorporates all bowlers including para bowlers.

6.2. Discussion

6.2.1. Equality- there was nothing to discuss

6.2.2. Presidential Selection process:-

At this point the Presidents and BK left the room.

AMcM gave an overview of the paper produced by the Lawyers outlining the process for the presidents to be appointed. A discussion took place on a number of points in the paper. It was agreed that any comments and thoughts on how to progress this paper should be circulated to the Board members in the room and collated by AMcM by the 18th of May.

The presidents, BK and BC re-joined the meeting.

6.2.3. Succession Planning

Following a brief discussion FF offered to conduct an analysis of the current board skill sets. This would then allow the Board to consider the future skills required based on any shortfalls.

6.2.4. Anti-Doping Procedures

Rhona Howie re-joined the meeting and gave an overview of our anti-doping rules and asked the Board to adopt the new rules. The Board have approved:-

The anti-doping rules of Bowls Scotland are the UK anti-doping rules published by UK Anti-doping Limited (or its successor), as amended from time to time. Such rules shall take effect and be construed as rules of Bowls Scotland.

Information Papers-

- CEO- update
- Development- update
- HP- update
- Comps and Events – update
- Marcomms- update

All papers were greatly received by the Board

AOCB

It was agreed by the Board that a strategic review take place in December 2016 to look at what we have currently achieved and where we require to go in the future. FF will ask if an independent chair is available for this session. It was agreed that key staff should be involved and the new Board members

Mtg closed at 1530 hrs