



Bowls Scotland Board Meeting, 31st January 2018, 4:30pm

Harper Macleod Offices, The Ca'd'oro, 45 Gordon Street, Glasgow

Minutes v01

Attendees

Present:

Sue Beatt (SB)	Chair
Andrew Upton (AU)	Director
David Scouller (DS)	Director of Governance
Tom Hamilton (TH)	Director of Marketing, Branding & Communications
Bob Christie (BC)	Director of Development
Craig McArthur (CM)	Director of Finance

In attendance:

Alan McMillan (AMcM)	CEO
Jock Halliday (JH)	Vice President
Margaret Bingham (MB)	President
Kathleen Gordon (KG)	Vice President
Bill Knox (BK)	President
Elena Hogarth (EH)	Marketing & Communications Officer
Alison Deuchars (AD)	SSA, minute taker

1. Apologies Received from

Scott Meechan (SM) Strategic Director of Competition & Events

DS advised that he will be unable to attend the March meeting.
SM's absence was approved by the Board.

2. Chairs' opening remarks

SB welcomed EH and introduced her to the board. EH gave a brief biography of her career to date.

She also welcomed KG to her first meeting.

SB intimated the shock and sadness throughout bowls in Scotland at the passing of Linda Brennan, she will be sorely missed. A one minute's silence was held for Linda.

3. Declarations of interest

BC declared his interest in item 6.2.4 as Junior Vice President of European Bowls Union.

4. Previous Minutes – December

6th December 2017

- The Board adopted the minutes of the December Board meeting

Approved: DS
Seconded: TH

The Board agreed they liked the new format of the Minutes and Action Points.

5. Matters Arising – action points

SB welcomed JH, MB, KG and BK

Electronic voting for the AGM - no progress so far

Graham Cole to confirm the suitability of the CRM system for electronic voting and to identify how it will work and the costs involved.

All other actions were either completed or updated.

Additional decisions out with Board Meeting

Michael Cavanagh OBE nominated by Bowls Scotland for World Bowls President .
Approval of SB to attend Commonwealth Games 2018 and World Bowls Biennial meeting.
Anna Marshall resigned her position as Operational Director of Competition & Events on 15th December 2017.

All decisions were ratified by the Board.

1. Proposal

1. Finance Update

CM gave his report which had been circulated to the Board. The report was unanimously approved by the Board.

2. Director of C & E Role

SB gave thanks to Anna Marshall for her time and effort over the many years she has been involved at the top level of Bowls and expressed a desire to keep Anna involved in the sport.

A discussion was held around filling the now vacant role of Operational Director of Competition & Events. It was agreed that the Director post was necessary to have a link to the Board and a leader for the group who are delivering .

EH left the meeting

Actions

The Board agreed to recruit a new Director of C & E (operational)
Agreed Claire Johnston (C & E Officer) to be the liaison to the Board in the meantime.

Start the recruitment process for a Director of C & E immediately

4. Financial Procedures Manual

The updated manual has been circulated.

The Financial Procedures Manual and amendments were approved

5. Strategy Progress Update

Paper circulated and a more thorough update will be given at the next meeting

6. Approval of BIBC/BIWBC Management

A review of team management took place after recent feedback.

Paul Foster MBE and David Peacock were invited to take on the role of BIBC player managers.

Margaret Letham will be the BIWBC team Coach and Margaret Bingham will be the BIWBC Team Manager.

All BIBC/BIWBC management nominations were unanimously approved.

There will be a change to the selection process for BIBC/BIWBC in that there will be no formal trials. The BIBC Management teams are supportive of this change and this will be communicated.

JH, MB, KG and BK left the meeting

2. Discussions

1. World Bowls Elections

A lengthy discussion was held around World Bowls elections with Bowls Scotland positively promoting Michael Cavanagh's nomination for President of World Bowls.

2. Honours Panel

It was suggested that it was the right time to create a working group to develop a recognition mechanism both within the sport and for external awards. TH suggested that it could tie into other awards schemes. SB identified a need to examine what Bowls Scotland currently does to recognise people within the sport and what else could be done.

Actions

The concept of an Awards Working Group was agreed

AMcM to produce a briefing paper around awards for the next Board meeting

3. Hong Kong Classic Managers Report

BC outlined his report which identified certain areas of consideration for sending young players to certain events. The group won two.

TH appreciated the frankness of the report and BC stated it had been a good learning process.

4. European Bowls Union (EBU)

Minutes of the EBU meeting were circulated to raise awareness of the EBU amongst board members.

Operational Information Papers

CEO

Paper circulated.

C & E

Paper circulated.

M & Comms

Paper circulated.

Everyone pleased with the appointment of EH and the impact she has made so far in implementing social media and other marketing strategies.

Development

Paper circulated

Equality: Paper circulated
Bowls Scotland now complies with minimum requirements for safeguarding.

AMcM identified the need for someone to take on the role of Equality and Safeguarding Officer. This would be progressed.

Child and Adult Protection: Paper circulated

Admin

Paper circulated.

AOCB

A discussion took place around the good news regarding the SSA funding decision.

The District Secretaries meeting takes place on Sunday 11th February, BC and AMcM unable to attend.

SB thanked AU for providing the meeting venue and hospitality, and also thanked AD for providing the minute taking service.

The meeting closed at 2015 hrs

Next meeting: Wednesday 7th March 2018