



Bowls Scotland Board Meeting, 30th January 2019, 4:30pm

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

Minutes

Attendees

Present:

Sue Beatt (SB)
Andrew Upton (AU)
Tom Hamilton (JH)
David Scouller (DS)
Bob Christie (BC)
Sheila Cowan (SC)

Chair

Director- legal
Director of Marketing, Branding & Communications
Director of Governance
Director of Development
Director of Finance

In attendance:

Marcin Zdrojewski (MZ)
Alan McMillan (AMcM)
Kathleen Gordon (KG)
Jock Halliday (JH)
Margaret Halliday (MH)
John Anderson (JA)
Duncan Caithness (DC)
Claire Johnston (CJ)

SSA, minute taker
CEO
President
President
Vice President
Vice President
National Development Manager
Competition & Events Officer

1. Apologies Received from

Fiona Lilley (FL)

sportscotland (Partnership Manager)

2. Chairs' opening remarks

SB opened the meeting by welcoming those present, offering special welcome to incoming Presidents, KG and JH as well as the vice presidents MH and JA.

She further informed that she has accepted **sportscotland's** invitation, for chairs of all sports, to apply for a 2 years free membership only available to 10 chairs, offering mentoring and networking opportunities through the institute of Directors.

3. Declarations of interest

None were voiced.

4. Previous Minutes - April

With one correction offered by BC (page 4 should read Craig Borland) the minutes of previous Board meeting were adopted.

Minutes of Board meeting held on 12th December 2018 were adopted

Proposed: DS

Seconded: BC

5. Matters Arising – action points

AMcM notified that Minutes of the AGM were now available on the website.

AMcM held a meeting prior to the Board meeting with the Presidential party, discussing social

media policies, confidentiality and what is expected for the year.

Prep for coaching courses to be delivered with Jersey and Guernsey later in the year has started.

No arising matters were declared.

SB then asked JA, JH, MH, KG, DC and CJ to vacate the room to discuss the co-option of a new Finance Director.

6.1. Proposal

6.1.1.

Finance Update

A discussion took place regarding the proposed new Finance Director

SB proposed co-opting SC to the board, which was unanimously approved.

Sheila Cowan was co-opted to the Board as Finance Director

SC was invited to the room and introduced to the Board.

AMcM to provide SC with a list of all Board's contact details

The people who were asked to leave earlier, were re-invited back to the room. SB informed them that SC was co-opted to the Board, introduced the remaining individuals to SC and allowed her to share a few words about herself.

6.1.2.

Comps and Events Paper - BIBC

CJ talked through items of the Comps & Events Proposal Paper:

1. BIBC Championships - proposing to remove multiple entries or that only Channel Islands Championships be permitted to play in BIBC Championships.
2. BIBC proposal to increase membership fee of full members from £1250 to £1450, with an increase of £250 for Channel Islands.

AMcM highlighted that this increase cannot be justified due to the BIBC having over £20k in reserves.

BS to oppose proposed BIBC membership fee increase

3. BIBC proposal to reduce Senior Fours from 21 to 18 ends.

No issue with BIBC proposal to reduce Senior Fours

4. BIBC President proposal.

It was agreed to not to pursue putting in a President

CJ informed that Torrance Purvis Trophy was launched online for non-association players. There had been a lot of positive feedback. CJ has had a number of chats with the players now trying to identify top 10 teams. She clarified that all 10 players don't have to be from one club.

CJ has had a positive chat with British Isles team managers - not introducing new comps, just qualifying weekends (at Northfield) - hand picking the players. Closing

date: end of March.

6.1.3. **50/50 by 2020 - board make-up**

DC shared highlights around a 50/50 by 2020 campaign to get a better gender balance across board rooms. He outlined that signing up doesn't involve much more work and as such is rather to show the support, no certain expectations are made it does require a brief application though. Potential benefits: good news story, stamp in a good practice.

AMcM noted that there is currently criteria set for the Board structure, but nothing has been put in place by **sportscotland** yet.

The Board is supportive of 50/50 by 2020 campaign but feels that there is more to diversity than the ratio of women to men

DC then talked through continuous work on promotional aspects of the Club Development Workshops, declaring it a very simple but effective programme. Lessons learned from previous marketing materials yielded some constructive amendments. There are success stories to be told of clubs continuing implementing what they've learned without further incentives from BS.

Club Accreditation - Try Bowls and Bowls Mark are to go hand-by-hand, led together. Looking to have Presidents and vice-Presidents of Bowls Scotland to get their own clubs to sign up to it. Hoping for a positive attendance and outcome.

Progression of Level 2 coaching - 3 days in March are already set. A good number of coaches applied, good feedback from High Performance Coach David Gourlay. All is set up and ready to go. DC feels confident it's going to go well.

6.1.4. **Finance Update**

AMcM talked through the quarter 1 balance sheet, highlighting that since it is a first quarter, December figures have been used. No big change in admin costs, aside from new Admin person.

Investment application now with **sportscotland**, though no agreement has yet been reached with the Scottish Government -. AMcM met with **sportscotland** in November, indicating new Development Officer costs, alongside couple of extra posts in high-performance: **Sportscotland** has not committed to anything yet, as they still remain unsure about their final figures, albeit AMcM highlighted it is not a case of winning more medals but what is to be delivered.

Even though **sportscotland** investment is agreed in principal - this might still be changed, subject to Scottish Government funding. There is no need for phasing though, as funds for Jan-April are secured.

6.1.5. **Annual Business Plan 2018-19**

AMcM reported membership in red, however more realistic figures are to be presented at May Board meeting.

Child protection and wellbeing standards - works to increase current rating are being carried out.

AMcM further highlighted challenges with implementing new dress code and educating membership around it.

AMcM initiated a further debate around an idea of making the yearbook electronic, potentially allowing significant savings in printing and staff costs.

6.1.6.

Risk Register for 2018

AMcM emphasised safeguarding remaining in red despite having everything in place in terms of mitigation, as there is always a risk in this area with potentially a grave impact.

Membership target in red.

Ops plan red due to aforementioned **sportscotland** uncertainties around their budget.

DC highlighted ongoing work on the Recovery Plan (currently 118 pages), particularly underlining details consuming the most time due to seeking information around.

6.1.7.

Commercial Director

AU submitted that in his view an ideal Commercial Director would be a person with a vision and drive to revolutionise Bowls - drive young generation to it, yet be mindful of currently established structure of Bowls.

Further discussion around Commercial Director is to be held.

AOCB

It was agreed to move the March Board meeting to Tuesday the 12th of March to accommodate SC

Meeting finished at 2030