



**Bowls Scotland  
(Company No. SC386410)**

**ANNUAL GENERAL MEETING**

Minutes of the Annual General Meeting of Bowls Scotland held virtually via Zoom Webinar on Saturday 28<sup>th</sup> November 2020 at 1100 hrs.

**Register of Interest**

- Sue Beatt, Chair of Bowls Scotland, ST Vincent Bowling Club
- Arlene Ewing, Director of Empowering Women in Bowls, Unattached
- Andrew Upton, Solicitor at Harper Macleod LLP-, Strathaven Bowling Club
- James Law, Director of Commercial, Raploch Bowling Club
- David Scouller, Director of Governance, Lenzie Bowling Club
- Bob Christie, Director of Development, Montrose Bowling Club, Vice President EBU, High Performance Para Bowls Co-ordinator
- Tom Hamilton, Director of Marketing, Branding and Communications, Woodend Bowling Club
- Kim McAuley, Director of Finance, Unattached
- George McCartney, Director of Competitions and Events, Broomhill Bowling Club

**Chair's Opening Remarks**

Bowls Scotland Chair Sue Beatt welcomed everyone to the 2020 Annual General Meeting. The Chair expressed her thanks to all clubs, volunteers, staff, and board for their support during these unprecedented times. The Chair introduced the Board and speakers including, Alan McMillan CEO, Fiona Lilley **sportscotland** and Mr McNamara from Auditors BDO who were all in attendance to support the meeting.

**Obituaries**

The Chair asked attendees to participate in a minute's silence for all of those who unfortunately lost their lives in the last year. The Chair made special mention of Andy Wyness, Gents District 18 Coordinator who lost his life to COVID-19 in April 2020. A minute's silence was then observed in respect.

The CEO clarified that the AGM was being held virtually due to the COVID-19 restrictions on gatherings. This was also in accordance with Company law emergency legislation to allow this type of meeting to take place, even if the company articles of association do not currently mention this type of meeting. He then outlined the process for asking questions, voting, and clarified who was entitled to vote and ask questions.

**1. To receive the Annual Report of Bowls Scotland for 2020**

CEO Alan McMillan provided a summary of the Annual report for the year of 2020. The CEO highlighted that 2020 had been a tough year for everyone due to the unprecedented times. He explained the importance of the words supporting and informing, highlighting in 2020 Bowls Scotland were focusing on what support they could provide to the clubs. Bowls Scotland worked very closely with the Scottish Government and **sportscotland** to provide clubs and volunteers with as much accurate information as possible. This also included working closely with the Government to make sure the information was Bowls specific and not generalised.

The CEO explained the 3 aspects Bowls Scotland wanted to focus on throughout the pandemic, these being:

- **Stability:** Making sure the clubs and Bowls Scotland as an organisation will still be here in 2021
- **Review:** Due to not having Competitions and the 'normal' season, Bowls Scotland took the opportunity to review to improve delivery
- **Project New Start:** Make positive changes to improve the sport and how it is delivered

An overview of the Annual Report highlighting several key points:

- Bowls Scotland provided clubs with a refund of their capitation, which contributed to a loss shown in the annual accounts.
- Bowls Scotland provided several development initiatives during lockdown, including a helpline and motivational videos. These initiatives were to help enhance the engagement between the organisation and the clubs, to keep the members informed on a variety of opportunities and challenges
- £6.2M was split between 549 clubs who received funds from the external grants fund and the business support fund.
- £50,000 was put aside from reserves by Bowls Scotland to form a Club Crisis Fund, to support clubs who were struggling

The CEO went on to highlight several other support packages available to the members through the development and marketing and communications teams delivered throughout the season.

Questions regarding the Annual Report were requested from those eligible to vote.

Question received from Bob Mackinnon Argyle BC on what legislative change allows the AGM to run remotely. This question was answered via the Q&A function with reference to the legislation: Section 37, and Paragraph 3 of Schedule 14 to, the Corporate Insolvency and Governance Act 2020.

The Chair highlighted there was 57 clubs and associations in the meeting eligible to vote and there were 62 proxies.

54/57 votes	
<b>For</b>	<b>Against</b>
100%	0%

## 2. To receive the Financial Statement of Bowls Scotland for 2020

The Chair invited Andrew McNamara of BDO to provide a general overview of the account. Mr McNamara presented an analysis of the Bowls Scotland Financial Statements for 2020.

Mr McNamara explained due to the circumstances and the effect of the pandemic there was a £103,000 deficit for Bowls Scotland and revenue had dropped by £400,000. Mr McNamara highlighted three main factors for contributing to the deficit. These were:

1. The support giving to clubs, along with reimbursing capitation fees
2. Due to no Competition and events, the income from this area was £0
3. Due to no competitions this had an effect on Sponsorship

Mr McNamara explained **sportscotland** allowed Bowls Scotland to be flexible in the way Bowls Scotland allocated funding received and this allowed Bowls Scotland to use the funding to

help with the general running costs of the organisation. Less expenditure allowed Bowls Scotland to save money on costs. Mr McNamara also explained the organisation was able to take advantage of the Coronavirus job retention scheme therefore able to recover salary costs. £50,000 was set aside for the Club Crisis Fund with £16,000 being used to support the Clubs, by the end of August.

Kim McAuley, Director of Finance was invited to provide the specifics from the accounts. Ms McAully made it clear that there would be major issues with the finances in 2020, if the pandemic were to flare back up again and this resulted in a loss of income. She highlighted that unfortunately over the last couple of years the finances have become unbalanced with a greater cost base than expected income and this now needs to be addressed.

There are ways to bring the finances back into line:

- Review all costs and reduce / renegotiate any contracts where possible. Although these may be relatively small amounts, they will contribute to reducing the imbalance.
- Increase income through a variety of areas:
  - Increase sponsorship and partner income.
  - Competitions and Events to at least breakeven
- Increase membership fees – this is expected for fees due in 2022 but the level will depend on the outcome from all the previous actions.

The Chair invited any questions. There were no questions.

Fiona Lilley from **sportscotland** was invited to speak about the conditions and changes regarding the funding and investment provided to Bowls Scotland from **sportscotland**. Fiona highlighted that **sportscotland** have created an SGB COVID Recovery Fund. Fiona explained this was a special fund where **sportscotland** has ring fenced money internally from different areas to help support Scottish Governing Bodies. She highlighted that Bowls Scotland had worked closely with **sportscotland** and the Scottish Government over the last 9 months and had done a great job in supporting its members and maintaining the organisation in such difficult times. Many other sports were in a very similar and difficult financial situation and will require to review costs over the next few years. She congratulated the Board, staff, and volunteers of the clubs for their support and hard work

Question from Fergus Muat Harlaw-Inverurie BC, on clarification if flexibility will continue to be applied by **sportscotland** in 2021 as we settle back down to some form of normality?

Answered by Fiona Lilley of **sportscotland** adding to her comments about flexibility and ensuring Scottish Governing Bodies (SGB) and clubs continue to be supported throughout this time.

Question from Fergus Muat, Harlaw-Inverurie BC on the SBG Recovery Fund and if clubs could access this.

Question answered live by Fiona Lilley of **sportscotland**, with clarification that the Crisis Fund is a Bowls Scotland fund not a **sportscotland** club fund.

Question from David Sutherland Corstorphine B C stated that the Bowling bubble of 30 outdoors seemed reasonable until it was discovered that Indoor Bowling clubs could have 36 which seems counter intuitive.

Answered live by Fiona Lilley, **sportscotland**, all indoor and outdoor clubs should follow government guidelines. It is possible that by the time that indoor clubs had opened there was more flexibility in the guidance.

54/57 Votes	
<b>For</b>	<b>Against</b>
100%	0%

### 3. To appoint BDO as accountant of Bowls Scotland for the forthcoming year

The Chair explained due to the circumstances of COVID-19, the board had made the decision to retain BDO as the accountants for 2020. The Chair explained this decision was made as BDO are familiar with the organisation's accounts.

The Chair invited any questions. There were no questions.

54/57 Votes	
<b>For</b>	<b>Against</b>
100%	0%

### 4. Special Resolution: That the articles of association annexed to the notice of the annual general meeting be adopted as the articles of association of the Company in substitution for, and to the exclusion of, the existing articles of association of the company. To allow Bowls Scotland to change the articles.

The CEO explained that the special resolution was to allow Bowls Scotland to hold virtual AGMs in the future if needed. It would also allow Bowls Scotland to amend typos/grammatical errors and to change the name from District Secretary to District Coordinator.

The Chair invited any questions. There were no questions.

53/57 Votes	
<b>For</b>	<b>Against</b>
99%	1%

The Chair advised the meeting that there was no season for the Presidents and vice Presidents to be able to carry out their duties. The Board had discussed this very early on in the year and it was decided that the Presidents and vice presidents would be put forward again to be approved for their current positions for 2021. The Chair asked the meeting to support this and then moved to voting.

### 5.To appoint Margaret Halliday (Whitburn BC) as President of Bowls Scotland

56/57 Votes	
<b>For</b>	<b>Against</b>
100%	0%

### 6. To appoint John Anderson (Townholm BC) as President of Bowls Scotland

56/57 Votes	
<b>For</b>	<b>Against</b>
100%	0%

## 7. To appoint Marella O'Neil (Dalry BC) as Vice President of Bowls Scotland

55/57 Votes	
<b>For</b>	<b>Against</b>
99%	1%

## 8. To appoint Ron McArthur (Zetland BC) as Vice President of Bowls Scotland

55/57 Votes	
<b>For</b>	<b>Against</b>
100%	0%

## 9. To appoint Bob Christie (Montrose BC) as an honorary member of Bowls Scotland

The Chair gave an overview of Bob Christies achievements:

Bob has played for several years before progressing into the Angus county team and then being selected to represent Scotland at International level. Over a period of 15 years, he represented Scottish Police Bowling Association and was part of a successful team which won the International series 5 years in a row prior to retiring from the police in 2010. During this time, he was The Scottish Police secretary for 10 years and was privileged to be nominated as captain of the winning British Police team that played an Australian Police Touring Bowling Team in late 2010. Bob also won the British Police Pairs once and semi-finalist twice.

In 2008 he applied to become Scottish Bowling Association District Councillor for the Angus and Dundee area because he wished to put something back into the game that had given him a tremendous amount of pleasure, enjoyment, and some success. In 2010 he became one of the 5 SBA Councillors to be elected to represent the newly formed Bowls Scotland Board, firstly taking up the position of Marketing Director before transferring across to Director of Development in 2012.

During the past 10 years along with being District Co-ordinator Bob has been part of the selection team for Gents Senior and Junior Internationals, selected to lead the Regional Academy in the North of Scotland working with some of the finest young talent in the country to assist in developing them into becoming stars of the future.

He started as a coach with the Scottish Disability Bowls squad before leading the squad to 2018 Gold Coast Commonwealth Games and on return has been working as the Bowls Scotland Para Bowls Co-ordinator in the High-Performance programme.

He has been involved with European Bowls Union (EBU) executive since 2017 and is currently the Vice President of the EBU. He counts himself very fortunate to have many highlights throughout his time in bowling including pulling on the colours of Scotland, but his biggest regret is not having qualified to play at the National Finals.

So, although we will sadly lose Bob from the Board, we are certainly not losing him from bowls.

57/57 Votes	
<b>For</b>	<b>Against</b>
100%	0%

## **AOCB**

### Approval of Directors

The Chair confirmed that the following Directors had been approved by the membership to stay on the Board:

- Arlene Ewing, Director of Empowering Women in Bowls
- James Law, Director of Commercial
- David Scouller, Director of Governance
- Andrew Upton, General Director (legal guidance and support)
- Kim McAuley, Director of Finance
- George McCartney, Director of Competitions and Events

### **District Coordinators**

The CEO read out the changes to the District Co-ordinators

#### **Appointments:**

William Menzies (Strichen Bowling Club) Gents District 2

#### **Re-elected:**

Mary Watt - Ladies District 26

Rae Graham - Gents District 31

Frances Sandilands - Ladies District 6

#### **Resignations:**

Douglas Heggie - Gents District 2

Ron Anderson - Gents District 6

Helen Macgregor - Ladies District 21

Emma Mackie - Ladies District 23

The CEO explained that Emma Mackie would also be receiving Honorary Membership as she has served as a District Coordinator for 11 years. The Chair thanked all District Coordinators for their support and tireless work.

The Chair invited any questions:

Bill Hollywood from Stamperland BC asked if any clubs have close in 2020 or expected to close and if so, how many.

The CEO stated that Bowls Scotland had been in contact with clubs who are struggling to help provide support however as such Bowls Scotland was not aware of any clubs having to close.

There was no further business raised.

Meeting closed at: 12:54pm