

Minutes of Committee of Management Meeting held at Wondai RSL, on Friday, 20th April, 2018.

Present: President Carmel Blyth, Senior Vice President Kyle French, Junior Vice President Errol Weir, Junior Vice President Janet Stockel, Secretary Annette Dunstan, Treasurer Roslyn Richter, Assistant Secretary Diane Knight and Publicity Officer Sheree Lowry.

Apologies: Patron Robin Cruikshank

Prior to opening the meeting President Carmel presented a Certificate of Appreciation to Neil, the manager of the Wondai RSL, for allowing us the use of their meeting room for our meetings.

President Carmel Blyth opened the meeting 7.25pm, Welcoming everyone to Wondai for our COM Meeting.

Confirmation of Minutes

Previous minutes (COM Meeting, 2nd February, 2018.)

Kyle French moved the minutes from the Committee of Management meeting on 2nd February, 2018 be accepted as read. Seconded Sheree Lowry. *Motion Carried*

Business arising from the minutes:

1. Skola Material

When the bolt of material is available, someone will be picking it up to save on the cost of freight. The material is to be sold to State Team members for \$25 per metre.

2. Gents Pants – State Team Uniform

All members of the State Team should have the new Pants this year. For sizing and availability please check with President Carmel.

3. Coaches Course

The Coaches Course is to be held 12th & 13th May at Caloundra. Robin Cruikshank is to be contacted for Venue and times.

4. Care of Bowls Equipment

There was further discussion on this matter. The Games Director is to make an announcement prior to the start of play at State Championships.

5. Raffle Tickets

Carmel Blyth is to follow up on the new Raffle Ticket Books.

6. Compulsory Practice Dates

There was a discussion on the dates for this year's practices. Kyle French moved that the first Compulsory Practice be held on 14th & 15th July and the second on 4th & 5th August. Seconded Janet Stockel *Motion Carried*

Ros Richter moved the minutes be confirmed as read. Seconded Kyle French.

Motion Carried

Previous Minutes (Delegates Meeting, 3rd February, 2018.)

Diane Knight moved the minutes from the Delegates Meeting on 3rd February, 2018 be accepted as read. Seconded Ros Richter *Motion Carried*

1. Emcee for 2018 National Championships

Angus Young has sent an email agreeing to be the Emcee for the National Championships.

2. Promotional Flyer

The publicity officer needs the Publisher program on her laptop to be able to finalize and then print out the flyer. This program will be purchased.

3. Security for QIBA Inc Laptops

The previous anti-virus programs on the laptops are out of date. Norton Anti-virus Program is to be purchased to cover the 5 Laptops of the QIBA Inc COM.

4. Batteries for QIBA Inc Laptops

Kyle French is to look into getting batteries for the laptops.

5. Purchase of Mats after National Championships

Anyone wanting to buy 30ft Mats and/or 4" Bowls after the National Championships, Please let President Carmel know by the 1st Compulsory Practice Weekend – 14th & 15th July.

6. National Anthem at National Championships

The School Choir has been confirmed in writing.

7. National Championships – Games Master and Control Room

Letters have been sent out to a number of people re the Games Master position but there has been no response as yet.

Heather Wood is willing to help where she can. Also Janet Stockel will help if she is needed. Darryl and Yvonne Barlow are also willing to help.

Janet Stockel moved the minutes be confirmed as read. Seconded Kyle French. Motion Carried

Previous Minutes (Strategic Planning Workshop, 3rd March, 2018)

Sheree Lowry moved the minutes from the Strategic Planning Workshop on 3rd March, 2018 be accepted as read. Seconded Ros Richter. Motion Carried

1. Submission from the Umpires Panel

The Umpires Panel has drafted a "Conditions of Play" proposal to be forwarded by QIBA Inc to the AIBBC.

2. Fundraising for the National Championships

1. The Caloundra Association has advised that they are willing to hold a BINGO SUNDAY on 1st July, 2018.
2. The Promotional Shirt design is being finalized.
3. The ticket books for the Major Raffle at the National Championships have been ordered. The tickets will be \$3.00 each.

The COM would like to sincerely thank Bradley Stoker for suggesting and doing the initial research for the Major Raffle.

3. Publicity - QIBILO

The closing date for the next QIBILO is the end of May.

4. Health and Safety Course

Kyle advised that he will finish the course by the National Championships.

Janet Stockel moved the minutes be confirmed as read. Seconded Sheree Lowry.

Motion Carried

Previous Minutes (Special Meeting, 10th March, 2018)

Ros Richter moved the minutes from the Special Meeting on 10th March, 2018 be accepted as read. Seconded Janet Stockel. Motion Carried

Treasurer Ros Richter gave an explanation of the matters that were raised by Don Smith at this meeting.

Kyle French moved that minutes be confirmed as read. Seconded Janet Stockel.

Motion Carried.

AIBBC Committee of Management Report - 5th February, 2018.

There was a discussion on the following items -

1. Website - Kyle French advised that the AIBBC Website has been improved.
2. First Aid – The Caloundra Stadium has all the necessary equipment as required by the AIBBC.
3. Risk Assessment – The venue to be contacted.
4. Juniors - Borrowing of Players (draft document)

Correspondence:

Inward:

1. Logan City Council - Centre of Excellence for Women's Sport
3. Department of Housing - Information regarding Government services
5. CBC IBC - Advising that they are closing
49. Trevor Sander – A letter acknowledging receipt of this letter is to be sent. The COM feels that these matters have been dealt with previously and the subject is now closed.

Emails:

3. Buderim I.B.C. – Query re QIBA Affiliation
13. Pittsworth - Applying to host October Championships
26. Kyle French – National Championships booklets
29. Sport & Recreation – Model of Constitution Rules
31. Carmel Blyth - Forwarding from AIBBC - Borrowing of Juniors Guidelines
34. Carolyn Packer – Query about verbal abuse & sexual harassment
53. Kyle French - May Championships Flyer
80. Pittsworth Assoc. – requesting a copy of the International Rules
98. Sheree Lowry – Re sponsorship – no reply as yet

Outward:

10. Caloundra Assoc. – Hiring of their halls and equipment for the AIBBC meetings
18. All Associations & Clubs - Asking for the loan of Bowls/equipment for the National Championships
20. Errol Weir - Checking the Registration of Carolyn Parker

Ros Richter moved that the Inward be received and the Outward endorsed. Seconded Diane Knight.

Motion Carried

Treasurers Report:

There was a discussion on the Treasurer's report.

Ros Richter moved that her report be received and all Accounts passed for payment. Seconded Janet Stockel.

Motion Carried

General Business:

1. Gala Weekends

There was a discussion on the Gala Weekends. A survey will be taken to see how they can be improved.

2. AGM Minutes & Agendas

There was a discussion on the times they were received. It was noted that Agendas should be out 14 days before the Meetings ie: the July Delegates meeting Agenda should be out by 23rd June. It was suggested that we should have the Budget drafted in December.

Annette Dunstan moved that the COM meets in December to work on the Budget for the following year. Seconded Kyle French. *Motion Carried*

3. National Championships Sponsorship

Kyle French advised that there will Sponsorship from his workplace.

4. Junior Girl Player

We will write to Victoria asking them for a Junior Girl Player.

5. Australian Nomination Forms

We have not received them as yet.

6. Constitution

We will be reviewing the Constitution after the National Championships.

7. Souvenir Shirts

Sheree Lowry gave the COM an update on the progress of the shirt. She has emailed various businesses asking if they would like to have sponsorship on the shirts.

8. National Championships Advertising

Sheree Lowry has contacted the Sunshine Coast News – Community Noticeboard and Channel 7. It was suggested that she contact Win News as well.

9. Games Director

Janet Stockel questioned how extra players and or teams were found to even out the draw.

10. Consolation Singles Trophies

Errol Weir queried whether there were trophies for the Consolation Singles Winners. These were donated by Tony Melksham.

Last year's winners of ALL trophies to be contacted to remind them to bring the trophies to Caloundra for the May State Championships.

11. Gala Weekend Nominations

Errol Weir asked about how and when the nominations closed for the Gala Weekend.

12. Mt Beppo Indoor Bowls Club

The Mt Beppo Indoor Bowls Club is about to close and has offered to sell to the QIBA Inc. 5 sets of 4" bowls (1 set = 4 Black & 4 Yellow Bowls plus a Kitty) for \$1200.00. Ros Richter moved that we purchase these bowls with the money coming from Sundries in the 2018 Budget. Seconded Janet Stockel. *Motion Carried*

13. Community Benefit Fund

We were unsuccessful this time. We will reapply when the next round is opened.

14. Redcliffe Indoor Bowls Assoc.

The QIBA Inc. has received a letter informing us that the Redcliffe Indoor Bowls Association is closing during this year and wish to donate 60 yellow and 60 black 4" bowls plus 14 kitties to the QIBA. A letter of receipt and thanks is to be sent when the bowls are handed over to the QIBA.

15. Storage of QIBA Inc. 4" Bowls

It was suggested that a set of 4" bowls be allocated with every 30ft mat. The transport of the 4" bowls was discussed. Ros Richter will check with the Men's Shed in Pittsworth to see if they can make some boxes.

16. Bunnings Fundraising BBQ

The Caloundra Association is running the BBQ for the QIBA Inc. due to the Rules set out by Bunnings. They have been granted a date – Saturday 5th May. David Blyth will see if the date can be changed. If it cannot be changed, we will go ahead with the BBQ on that date.

17. Temporary EFTPOS facility at National Championships

Ros Richter will contact a number of banks to see if we can use portable machines mainly at the bar but possibly at a number of locations.

18. Program Books

Kyle French has contacted a number of companies but found that their costs would be too much. He spoke to Janet Stockel of Suncoast Printing who gave a quote for printing 200, 250 and 300 books. There was a lot of discussion on how the books would be printed.

19. National Championships Sponsorships

There was a discussion on the various amounts we are asking for Sponsorship.

20. Posters for National Championships

Janet Stockel will look into the design for Posters that Sponsors can display.

21. Public Liability Insurance

Annette Dunstan read a letter from Caloundra Association regarding the Motion that was passed at the AGM that requires all members pay Public Liability Insurance contributions with their Registration Fees (Membership Fees). After a lot of discussion it was decided to ask a representative of Your Insurance Broker to attend our COM and Delegates meetings in July for clarification.

Errol Weir asked for it to be noted in these minutes that he was not claiming Travel Expenses.

There being no further business, President Carmel thanked everyone for attending the meeting and closed the meeting at 11.20pm.



Diane Knight
Assistant Secretary QIBA Inc.
13th May, 2018.

Carmel Blyth
President QIBA Inc.

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Next Committee of Management meeting, 26th May, 2018.
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Next Delegates meeting, Saturday, 7th July, 2018
Discussion Points, Recommendations from COM and Notices of Motion
as per agenda.
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**Any club or association can request that a COM member attend their events,
just ask us**