

Australian Tenpin Bowling Seniors Organisation National Inc

Annual General Meeting

Minutes of the Annual General Meeting of ATBSO Inc
held at RAA Corporate Offices (Adelaide)
on Wednesday, 31 August, 2016 commencing at 7:00pm.

Present: 40 ATBSO Members attended the meeting. All attendees signed the AGM Attendance Register.

Apologies: None

Chair: Dan Kirkwood (President)

The meeting was opened at 7:00pm by the Chairman. The Chairman advised all attendees the meeting would be recorded to assist in the documentation of the meeting.

The President advised that due to extenuating medical circumstances, the voting for the position of National Secretary would be brought forward in the meeting. As it is required that a nominee must be present to be elected to a National committee position and as Clive Williams required immediate medical attention, the voting for the position of Secretary would be completed immediately allowing him to subsequently leave. The president asked if any person had an issue or concern with this action. There were no concerns raised. He also asked nominees if they wished to make comment prior to the election taking place. There were no comments and the vote went ahead.

Delegate Representation

Each state was issued with three (3) delegate cards which were to be used for voting purposes. All cards had been issued.

Previous Minutes

The minutes from the 2015 AGM have been available via the ATBSO(N) web site.

It was **Resolved** the minutes from the 2015 AGM be accepted (unanimous).

There was no business arising from the minutes of the 2014 AGM.

Election of Officers (Part 1)

Secretary: Susanne Jack (NSW) was nominated by V Bissell (QLD), Seconded by A Nicol (QLD)

Clive Williams (SA) was nominated by G Lennell (SA), Seconded by D Lennell (SA)

Voting papers had been distributed to all state delegates. Voting papers were collected by the scrutineers for counting with the result deferred to later in the meeting. Clive Williams left the meeting.

Board Reports

The President spoke to his report. A copy of the President's Report is appended to the minutes. Dan recognised Ken Baldock as part of his report. There were no questions raised following the President's report.

Secretary's Report was read to all attendees. A copy of the Secretary's Report is appended to the minutes. There were no questions raised following the Secretary's report.

The Treasurer spoke to the financial statements which had been provided. A copy of the Treasurer's Report is appended to the minutes. The financial position has been audited with a copy of the auditors letter attached.

It was **Resolved** the President's, Secretary's and Treasurer's Reports be accepted.

Notices of Motion

| | Proposed By | Seconded By | Motion | Purpose | Result |
|---|--------------------|--------------------|---|--|--|
| 1 | Jill Quinn (SA) | Glenn Lennell | Article 3 – Fees 1. To change the season start and end dates to coincide with the National members database season. Being June 1 st and ending May 31 st of the calendar year | The reason for the motion is to get an accurate number of bowlers per state who have bowled in 2 or more tournaments. The membership fees will then apply for that number of bowlers. This revised period is then independent of a state/territory's membership year | The motion was carried (21 for and 3 against) |
| <p>It was requested that the invoice should state that the amount invoiced to the state included the Directors and Officers insurance. This was Noted and Agreed.</p> <p>It was noted that some of the cover may not be necessary and therefore the costs could be reduced. The President agreed to refer the policy to an alternative insurance broker to reduce the next policy cost.</p> | | | | | |
| 2 | Jill Quinn (SA) | Glenn Lennell | Article 3 – Fees 1. To increase the membership fees from \$7 to \$11 to include the Directors and Officers Insurance cover | The reason for the motion is to simplify National invoices to states and to link state/territory contribution to membership numbers. | The motion was carried (21 for and 3 against) |
| <p>Victoria noted they have "non-members" listed in the national database and they would not like them included in that count. It was suggested non-member scores should not be sent to the National secretary for loading and therefore would not be included in the member count.</p> | | | | | |
| 3 | Wayne Burton (Vic) | Sue Raphael | The National Committee should be made up of one member for each state or territory and that any other | To give each state or territory one vote regarding all matters pertaining to rule | This motion was deferred |

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|---|--|--|---|--|--|
| | | | member from any state or territory be permitted to act in a delegate role such as president, vice-president or other such position. | changes or matters regarding decisions on changes to the constitution or any other rule. | |
| Due to pending changes to the corporations act, this motion was deferred. | | | | | |

General Business

Web site development and maintenance: It was suggested the current web site needed a review to improve the accuracy and presentation of the information. It was agreed the maintenance of the web site should be managed by the National Board and all states have access to maintain their individual state information.

I was noted that the historical information needed to be restored and maintained on the national web site.

There was some concern with who owned the IP of the existing site. It was noted ATBSO(N) owned the domain name but the web site may be subject to IP ownership issues.

It was **Resolved** the national board would bring the web site development and maintenance in house. ATBSO(Vic) have a web development service which has proven to be effective. It was further **Resolved** Sue Raphael will provide the national committee with contact details of their web developer and investigate the potential of them providing a national web site service.

Average Restrictions for Defending Masters Champions: ATBSO(Vic) noted they had a bowler that was the defending Restricted Master but because his average now exceeded the 179 limit. It was noted there was a conflict of rules within the Masters in that the defending champion cannot defend if their average goes over the 179/169 limit but a qualifying bowler can compete. It was **Resolved** this issue be referred to the Tournament Rules and Regulations committee.

Review the team structure for Challenge teams: The current competition requires bowlers to bowl in multiple grades and a significant number of draft players therefore the structure of the competition should be reviewed. It was **Resolved** a committee would be formed comprising of one representative from each state or territory to review the structure of Seniors Week. It was further **Resolved** each state would advise National of their representative within 6 weeks.

Masters Game Tie: It was agreed the Tournament Rules & Regulations committee consider changing the process of a tie in the Masters to a 10th frame decider in lieu of the current full game.

Election of Officers

The positions of President, Vice President (Female) and Secretary were declared vacant.

President: Dan Kirkwood (WA) was nominated by B Kirkwood (WA),
Seconded by B Hynynen (WA).
Richard Makins withdrew his nomination.
Accordingly, **Dan Kirkwood** was declared President for a 2 year term.

Female Vice President Colleen Swan (ACT) was nominated by G Lennell (SA), Seconded by J Quinn (SA)

Vivienne Bissell (QLD) was nominated by Andrew Nicol (QLD),
Seconded by Susanne Jack (NSW)

Suzie Salt (QLD) was nominated by Suzie Salt (QLD),
Seconded by Jeff Salt (QLD)

Colleen Swan was elected as Female Vice President by secret ballot for a 2 year term.

Secretary:

Susanne Jack (NSW) was nominated by Vivienne Bissell (QLD),
Seconded by Elizabeth Thompson (NSW).

Clive Williams (SA) was nominated by Glenn Lennell (SA),
Seconded by Di Lennell (SA)

Being no other nominations, **Clive Williams** was declared Secretary for a 2 year term.

As no further business had been brought forward, the meeting at closed at 8:37 pm.

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Chairman

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President's Report 2016

2016 year for us began with myself being elected to fill the remaining period that Ken Baldock had been elected as president. It is appropriate that I recognize the work that Ken had done to ensure the ongoing success of ATBSO. Ken was involved at the outset when ATBSO was being established and had served for many years in administrative rolls.

I will now ask that we have a minute silence in order to enable each one of us to reflect upon the efforts and contribution that those who came before us and are now deceased made to make the organization what it is today.

During the year we continued to organise a number of teleconferences with the States and Territories Presidents or their delegates. The purpose of these meetings has been to ensure that your representatives are involved in decision making that assists in setting the future direction of our association.

During these President meetings topics such as policies for Hall of Fame and Life Membership were signed off on. There was discussion regarding a Grand Seniors competition. (Feedback from the Presidents was that this was not supported by the membership). Other areas covered were how to manage when a state or territory cannot field a team and updating the states and territories on preparation for the 2016 Seniors week. Conducting these meetings have been beneficial for all involved.

There continues to be pressure on some of the states to fill teams for Seniors week. Where possible these teams have been filled by a draft player.

Recent changes to legislation within Western Australia has seen the Associations Incorporation Act 2015 come into effect as of the 1st July 2016. This will require our association to review our rules and ensure compliance to the new requirements. The legislation allows for changes that are made to address the legal requirements of the act to be done at Board level. All other changes as is the present requirement must go to an AGM or Special meeting of members.

Recently Glenn Lennell and myself had a teleconference with Cara Honeychurch and Chris Rushton. This meeting came about as the result of an approach from Cara to myself asking if TBA could meet with us to discuss ways of working together and improving ten pin bowling within Australia, in particular for seniors. The topics that we placed on the agenda for discussions were:

1. Should ATBSO remain affiliated with TBA.
2. Would it be possible to share with TBA its website and have ATBSO N as a sub sect. This would require support from TBA in ensuring a professional presentation.
3. Insurance cover provided by TBA covers ATBSO for Public Liability and all members for Personal Accident. What is the reason for not providing Professional Indemnity cover for ATBSO, given that we require all of our members to be a member of TBA. (Since resolved that Professional Indemnity cover is provided not Directors and Officers Insurance)
4. What opportunity does ATBSO have of having a Director on the board of TBA.

Topic for discussion that TBA had was to discuss is there a way that ATBSO and TBA could work together to run a Seniors competition.

As a result of these discussions it was agreed that we would have a meeting this week with Cara, the national committee and Presidents from our states and territories. This will take place later in the week.

As we head into 2017 there are a number of areas of our operation that I would intend working on, with the engagement of sub-committees made up of representatives from the states and territories. Those areas are:

1. How to ensure each state and territory is able to fill a team in all divisions. Do we need to change the team structure of our competition to enable all states and territories to be able to field a team.
2. A further review of the Hall of Fame policy and look at expanding it to include administrators and coaches and others who have made a difference. (I have been researching other organisations and how they recognize their people. Most recognize more that playing achievements. Eg Adelaide Crows, NRL, AFL, WA football)
3. Any actions that arise as a result of our discussions with TBA.
4. Addressing our rules(constitution) and updating to ensure we are compliant.

In conclusion I wish to thank the following:

1. Glenn Lennell as our secretary and tournament director has done an outstanding job in managing those two roles. It is tremendous working with a person who always will to challenge and ensure that as a team we make the right decisions for the association.
2. Jill Quinn for addressing the way in which our finances are presented and therefore not making them a topic of discussion as has occurred in the past.
3. Colleen Swan who has ably provided advice and history on some of the topics that have arisen during our meetings.
4. Andrew Nicol for his support and advice throughout the year.
5. The sub-committee who undertook the role of reviewing the Hall of Fame nominations. No easy task and it was carried out by Andrew Nicol, Colleen Swan, Chris Kirwin and Ray Tilla. Thank you all for the diligence that you applied to this process.
6. Susan Baldock for the work that she has done to maintain our website. Your efforts are appreciated.
7. The presidents from the states and territories who gave up their time to attend meetings on a Sunday night.
8. Finally to all members of our association who play the game and in particular the volunteers who work to ensure the ongoing success of our association.

On a personal note thanks to Brenda for being the sounding board and alternative point of view in some of my deliberations, it helps.

I appreciate the advice and support that has been given to me during the year.

Dan Kirkwood
President ATBSO N



2015 Secretary's Report

2015 has been a year of learning so up front, I would like to thank all state president's, secretaries and tournament directors for their patience throughout the year.

The National Board have met 12 times since the 2014 AGM and unfortunately, through ill health, Ken was not able to fulfil his duties so we had Dan Kirkwood assume the role of President for the past 12 months with Andrew Nicol coming in as Male Vice President for the same period. I would like to thank all Board members for their assistance over the past 12 months.

I have tried to keep the National Database current and send an updated sheet to all states on a monthly basis. More on this shortly.

The 2015 Senior's Week has been challenging for the WA organising committee and National Board with the primary concern being the number of bowlers that are competing in multiple grades just to try and fill the teams. We had a record number of vacancies that needed to be filled by draft bowlers this year and being my first year a secretary, I concede the communication to both successful and unsuccessful draft bowlers could have been better. I will look to have a better process in place next year to manage this but hopefully we won't have the same issues as this year.

There are a couple of items that will be raised during General Business which I will talk to later in this meeting but the key issues from my perspective are;

1. We need a Senior's Week program that is sustainable for the long term future of ATBSO. The existing scheduling of events has extended the timeframe for Senior's Week which increases the cost for individuals and state/territory associations and based on this year's participation, is having a negative impact on most state line-ups.
2. As mentioned previously, the National Averages database has been updated and distributed to state secretaries on a monthly basis. I am proposing that we standardise the calculation of all bowler averages and have consistency across the state and national records. This should include the rolling of an average from one year to the next. I believe having consistency between state and national records will improve the accuracy of the records.

2015 has been an interesting time and I look forward to 2016 being a little less hectic.

Yours in Bowling

Glenn Lennell

Treasurer's Report



DeGaris Sons & Co. Pty Ltd

ABN: 87 007 976 285
PO Box 190
BELAIR SA 5052


I, John Kenneth DeGaris, of Unit 6, 186 Main Road, Blackwood, in the State of South Australia, do solemnly and sincerely declare as follows:

1. I am a Fellow of the Institute of Public Accountants.
2. That I have and with the assistance of my staff, by means of appropriate techniques and test checks, audited the accounts and records of the Australian Tenpin Bowling Seniors Organisation Inc, for the period August 5th, 2015 to 31st July, 2016
3. The accounts and records appear to have been kept regularly and properly written up.
4. The accounts and records have been ready for examination at the periods appointed by me.
5. The auditee has complied with by requirements
6. The Statement of Receipts and Payments and Funds Statement accurately represents the financial position of the Australian Tenpin Bowling Seniors Organisation Inc as at 31st July 2016.

We draw your attention to the following:

The previous Income and Expenditure Statement for Period reported as ending 31st Aug 2015 had an inaccurate closing balance date '31-8-2015'. The closing balance of \$3130.64 was accurate as at 4th August 2015.

Due to a change in financial year closing date, the attached Special Financial Report is for the period 5th Aug, 2015 to 31st July, 2016.


J.K. deGaris FIPA
Auditor
05.08.16

Australian Tenpin Bowling Seniors Organisation

Statement of Receipts and Payments for period: 5th August 2015 to 31st July 2016

| 2015 | Income | 2016 |
|-------------|--|--------------|
| \$ 119.00 | Memberships 14/15 | \$ 798.00 |
| \$ 3,044.00 | Medal Contribution (2015) fm host State | \$ 2,250.00 |
| | Squad Contribution | \$ 907.00 |
| \$ 1,826.25 | Directors Insurance | \$ 1,574.88 |
| \$ 1,000.00 | TBA Grant | \$ 1,000.00 |
| \$ 2,485.00 | Membership 2016 | \$ 3,658.80 |
| | Medal Contribution (2016) fm SA | \$ 2,550.00 |
| <hr/> | | <hr/> |
| \$ 8,474.25 | | \$ 12,738.68 |
| | Expenses | |
| \$ 273.77 | Website Annual Domain Charge & Renew Fee | \$ 312.16 |
| \$ 3,977.00 | Medal & Engraving 2016 | \$ 3,215.00 |
| \$ 1,078.00 | Hall of Fame & Masters Shirts | \$ 392.70 |
| \$ 771.00 | Trophies: Masters & Sportsperson | \$ - |
| \$ 248.80 | Trophies: Covers & Postage | \$ 135.55 |
| \$ 1,825.65 | Directors Insurance | \$ 1,829.34 |
| \$ 1,400.00 | Tournament Secretary Exp incl Honarium | \$ 1,400.00 |

| | | |
|---|-----------------------------|-------------|
| \$ 218.10 | Misc: | |
| | Flag Transport | \$ 155.60 |
| | Dept Commerce (Rule Change) | \$ 24.00 |
| | R Hatchard Air Fare | \$ 250.00 |
| <hr/> | | |
| \$ 9,792.32 | | \$ 7,714.35 |
| Surplus of Receipts over Payments \$ 5,024.33 | | |

Australian Tenpin Bowling Seniors Organisation – Funds Statement

Balances as at 5th August 2015

| | |
|--|--------------------|
| ATBSO - NAB Everyday Acc # 0999 | \$ 3,130.64 |
| ATBSO - NAB Community Fee Saver Acc # 8062 | <u>\$ 6,003.00</u> |
| | \$ 9,133.64 |

| | |
|--|--------------------|
| Cash Surplus Period Ended 31st July 2016 | <u>\$ 5,024.33</u> |
|--|--------------------|

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|----------------------------------|--------------|
| Total Funds as at 31st July 2016 | \$ 14,157.97 |
|----------------------------------|--------------|

Represented by:

| | |
|--|----------------|
| ATBSO - NAB Everyday Acc # 0999 | \$ 14,154.97 |
| ATBSO - NAB Community Fee Saver Acc # 8062 | <u>\$ 3.00</u> |
| | \$ 14,157.97 |

2016/2017 ATBSO(N) Finance Budget

| | Income | | | Expenses | |
|------------------------------------|---------------------------|--------------------|--|------------------------------------|-------------------|
| Membership | | | | Seniors Week Expenses | |
| | ACT | \$385.00 | | Medals & Engraving | \$700.00 |
| | NT | | | Masters Shirts & Hall of Fame | \$400.00 |
| | NQ | \$187.00 | | Masters & Sports Person Trophies | \$600.00 |
| | NSW | \$814.00 | | Tournament Secretary Payment | \$1,700.00 |
| | QLD | \$924.00 | | Challenge Medals | \$2,600.00 |
| | SA | \$825.00 | | Hall of Fame & Life Member Jackets | \$500.00 |
| | TAS | \$286.00 | | Game Plaques | \$600.00 |
| | VIC | \$1,386.00 | | | |
| | WA | \$957.00 | | | |
| | | | | Directors Insurance | \$ 1,900.00 |
| TBA Grant | | \$1,000.00 | | | |
| Medal Contribution from Host State | | \$2,600.00 | | Web Expenses | |
| Squad Contribution from Host State | | \$1,000.00 | | Modem Fees (S Baldock) | \$ 80.00 |
| | | | | Domain Name Registration (Fat Cow) | \$ 350.00 |
| | | | | | |
| | | | | Miscellaneous Expenses | |
| | | | | Freight & Postage | \$ 200.00 |
| | | | | Government Fees (constitution) | \$ 50.00 |
| | | | | Sundry Expenses | \$ 200.00 |
| | | | | | |
| | | | | | |
| | Total Income | \$10,364.00 | | Total Expenses | \$9,880.00 |
| | | | | | |
| | Surplus/(Deficit) | \$484.00 | | | |