

Western Province Bowls

Minutes of the Executive Committee Meeting held at Pinelands BC
on Tuesday, 1st September 2020 at 17h00

President: Graeme Kemp
Treasurer: Jenny Griffiths
Executive: Chris Nurrish, Gerrit van Milligen, Mark Douglas, Jenny Phillips, Mark Gibbs & Marianna Kirsten
Apologies: Keith Hey
Administration: Lynette Botha

1.	<u>Welcome and Constitution of the Meeting</u> The President welcomed all to the meeting and extended a special welcome to our newly appointed Executive members and wished them a long and happy stay on the team.	
2.	<u>Apologies</u> Keith Hey	
3.	<u>Marketing & Membership report by Taz Bright</u> (See attached document) 3.1 Consensus was that Taz would focus now on general membership with the schools not being able to partake in extra-mural activities. 3.2 It was noted that Mark Douglas was elected Convenor of the M&M Standing Committee. 3.3 It was agreed that Taz would assist clubs with events in order to raise funds for their clubs and to build up the coaching process within clubs.	
4.	<u>Acceptance of Minutes of 30th July 2020</u> Proposed by Chris Nurrish & seconded by Gerrit van Milligen	
5.	<u>Executive Portfolios</u> The following portfolios were assigned to the Executive: Jenny Griffiths: Treasurer, Coaches, HR & Leases/Contracts Mark Douglas: Website and M&M Gerrit van Milligen: U30 & Juniors, WCB & WCPBA Chris Nurrish: Competitions Graeme Kemp: Greens, Selectors & Taz Bright Marianna Kirsten: Juniors & Fundraising Mark Gibbs: Juniors Jenny Phillips: Technical officials, WCSC (Women in Bowls) Denise Vermeulen: ID Kit and general clothing Jenny Griffiths enquired as to why Disability Bowls does not form part of WP and get much support from us and asked how they fit into the mould. It was suggested that Graeme Kemp meet with these parties and report back. It was also worthwhile to find out from BSA how it works.	GK
6.	<u>Finance</u> 6.1 DCAS Funding for Major Events – Application submitted and requested funding to assist with All Cape. 6.2 Yearbook App quote - No quote available as yet. 6.3 Upgrade of phone & internet - It was agreed to accept the Integra quote but to ensure that the fibre is included. Keith Hey to send the new quote to the Executive. 6.4 Staff Contracts & Leave – Jenny Griffiths advised that the basic conditions of employment are not in line with our contracts and she will amend them all accordingly. It was also stated that staff only need to present a sick certificate after being off ill for 3 days. All contracts to be signed again by staff.	JG KH JG

<p>7.</p>	<p><u>Correspondence: Incoming & Outgoing</u></p> <p>7.1 WCPSC Zoom Meeting on 19th August 2020 (Empowering Women) unfortunately was not attended due to unavailability of WP representative.</p> <p>7.2 BSA Circular 29/2020 – SA Masters Nominations were submitted on the 26th August 2020 together with players records.</p> <p>7.3 BSA Circular 30/2020 – Applications to host events 2022 – letter subsequently submitted to BSA on 8th September 2020.</p> <p>7.4 BSA Circulars 32 & 33/2020 – Covid-19 updates were distributed.</p> <p>7.5 CTSC Covid-19 Support Initiative Phase 3 – not applicable as no professional athletes in our district.</p> <p>7.6 BSA Circular 34/2020 – Committees for Events 2021 – Subsequently submitted to BSA on the 8th September 2020.</p> <p>The Men’s Nationals Committee is: Convenor & Records: Chris Nurrish Finance & Raffles: Jenny Griffiths Technical Officials: Bob Standen Entries & Admin: Denise Vermeulen HQ Liaison, Catering & Prize Giving: Jenny Phillips Greens: Graeme Kemp (Subsequently needs to be confirmed)</p>	<p>LB</p> <p>LB</p>
<p>8.</p>	<p><u>Other Business</u></p> <p>8.1 James Littler & Wynberg Legacy Fund: The staff queried whether they could apply for this funding and it was unanimously disagreed to as they are receiving a salary.</p> <p>8.2 BSA AGM Feedback</p> <ul style="list-style-type: none"> - Graeme Kemp congratulated Mark Gibbs on being bestowed a Patron of BSA for the next 4 years. - The Bowls scorecard was a concern as percentages lower than what it should be in terms of both BSA & District Executive members. - Social Membership – This category of membership will not be able to play bowls but they may be members of clubs. Country members pay the normal BSA & WP affiliation fees but their clubs may reduce their fees as determined by club committees. They do get issued with a BSA membership card. <p>8.3 Calendar</p> <p>It was agreed to only hold the Fives in the new year as November is set aside for greens maintenance even though most greens are looking good during the no play during COVID-19. Chris will send out another draft for the Executive to peruse and give final feedback by the next meeting.</p> <p>8.4 Prize Money for WP Competitions</p> <p>It was proposed and agreed by all to add some prize money for the Fives which will include the semi-finalists.</p> <p>8.5 WP official opening - This will take place on Sunday, 8th November 2020. Jenny Griffiths reminded the meeting that no money had been provided for this in the budget.</p> <p>8.6 Selectors Meeting - Meeting on the 5th September 2020 and one of their decisions would be to decide on the Boland practice (Worcester). A further meeting with the Selection SC Convenors and the Executive will take place on the 12th September 2020.</p> <p>8.7 The issue of sending away B & Veteran teams to the ID was discussed and it was decided to increase the levies to R4 000 per player for all teams. It was proposed that clubs buy into fundraisers if they have members represented. It was further strongly suggested that players must be involved in the fundraising efforts from the start and with the DISA SC to be involved. Marianna Kirsten proposed that she will organise a</p>	<p>CN</p> <p>GvM</p> <p>MK</p>

	<p>Dance mid-December and this being over and above the Raffle Draw which Jenny Griffiths will be implementing. Graeme Kemp suggested that Executive members have various clubs under their wing where they must drive their support to both these fundraisers.</p> <p>8.8 Jenny Griffiths & Marianna Kirsten would attend the CTSC Zoom meeting on the 9th September 2020 at 19h00 – topic COVID-19 Readiness</p> <p>8.9 Mark Gibbs enquired as to why the rest of the Executive were not given the opportunity to add to the Agenda. This can be done at any time and any member can add under other business on the day of the meeting.</p> <p>8.10 Gerrit van Milligen was happy to state that WP now had the ‘dream team’ on board and that whatever decisions are made in the meetings, that these are agreed to once leaving the meeting. He further asked that Graeme Kemp please share the workload. He then switched to Afrikaans and unfortunately these notes are not minuted.</p> <p>The next meeting is scheduled for Tuesday, 13th October 2020. (The next actual meeting after Graeme Kemp’s resignation, took place on Thursday, the 3rd September 2020)</p>	<p>JG</p> <p>JG/MK</p>
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The Meeting closed at 19h10

President: _____ District Administrator: _____

Date: _____