

Western Province Bowls

Minutes of an Executive Committee Meeting held on Saturday, 25th November 2023 at 09h30 in the WPCC Bowls Clubhouse

1	Welcome		Action
	1.1	Gerrit welcomed all to the meeting.	
2	Attendance and Apologies		
	2.1	Present: Gerrit van Milligen (GvM), Joy Calvert (JC), Mark Gibbs (MG), Tony Harland (TH), Marianna Kirsten (MK), Janet Schmidt (JS) and Chris Nurrish (CN) Apologies: Mark Douglas (MD) & Eugene Ferreira (EF) Absent: Soekie Fourie (SF)	
3	Visitors to meeting		
	3.1	None	
4	Upfront discussions / Matters Arising		
	4.1	Acceptance of Minutes of 21 October: proposed TH seconded MK	
	4.2	Matters arising – we cannot wind up the Littler Fund – remove this from the minutes of previous meeting – CN to look for original fund documentation.	CN
	4.3	Novice status query with BSA – registration date changes on database – TH to talk to Lou Engelbrecht about problem at Durbanville.	TH
	4.4	District affiliation fee survey of other districts - ongoing	MD
	4.5	All Cape – copy of constitution - waiting.	MD
	4.6	Standardising Kit across the board – and adding to bylaws. JC busy with getting colours used for Executive shirts corrected. JS is standardising all kit and refreshing design. We need kit for Open and B sides. Lotto money is available for kit. JC to send breakdown of Lotto allocations to CN. JS to be updated re allocation for new kit.	JC
	4.7	Registration for Cape Town Sports Federation portal for transformation scorecard.	SF
	4.8	To-Do list to be kept as a weekly reminder.	CN
5	Confirmation of decisions and actions between meetings		
	5.1.	Most outstanding prize monies paid except where bank details not received from winners.	DV
	5.2	GVM/MD to discuss the option of coopting extra members onto the Exec when needed and to consider inviting convenors of Standing Committees to alternate Exec meetings.	GVM
6	Portfolios (Matters arising & feedback)		
	6.1	Finance	JC/TH
	6.1.1	Revised budget – JC is busy with this.	JC
	6.1.2	Management accounts – accounts are behind due to reorganisation of ledger. Denise is busy with registrations and November membership reconciliation. We suggest that the registration and reconciliation is moved to the M&M portfolio – JC to discuss with Denise. JS to request database access for JS & JC.	JC JS
	6.1.3	Lotto and DCAS – JC and TH are controlling this and will contact Lotto for possible reallocation of disbursement amounts.	JC/TH
	6.1.4	BSA Affiliation Fees – awaiting BSA invoice.	
	6.1.5	WPB Affiliation Fees – DV busy with club membership returns.	

6.1.6	Trust accounts	
6.1.7	Wynberg fund – applications received – around R 108K to be disbursed after approval.	
6.1.8	Sponsorship – Perfect Delivery	
6.1.9	General	
6.2	Competitions	EF
6.2.1	BSA Women’s Nationals – Committee appointed, and Headquarters are Durbanville with sub-headquarters at Old Oak.	All
6.2.2	All Cape 2024 entries are being received.	
6.2.3	Barry Eksteen is pre-allocating venues for semis and finals of WP Competitions	
6.3	Selectors	MK/EF
6.3.1	Danie submitted names for u30 and BSA Masters but none of our men were selected. Neil Burkett is “our” BSA selector but there has been no interaction between Danie and Neil or between Sandy & Trish.	
6.3.2	We need a High-Performance coaching squad. Exec suggested getting the selectors, the Coaching SC, and the players’ reps around a table to discuss and arrange this.	
6.4	Marketing, Membership & Transformation	JS
6.4.1	“Pro-Am” tournament 2024 – hold over.	JS/TB
6.4.2	Winner of CT Sports Awards Journalist of the Year has been contacted (Daphne Taylor). Herman Jansen (Durbanville) is a retired journalist who has very good contacts in the newspaper industry. Suggest that JS gets in touch re Media coverage.	MK
6.4.3	Mother City Toucher newsletter – will fall under Janet’s portfolio and she will update club contact details on the WPB website – CN to send JS list of club presidents and secretaries.	JS
6.4.4	Transformation General	CN
6.4.5	Communication General – now under TH	
6.4.6	GvM has met with Taz Bright and in future JS will take over contact with TB and get weekly reports. TB should be focussing on the 30 – 45 age group & will not look after schools. At present she is focussed on the Basin area and will in the future use this experience in the other areas.	JS
6.5	Greens	SF/MK
6.5.1	List of best greens to Barrie for competitions	MK
6.5.2	General	
6.6	Coaches	SF/MK
6.6.1	DSCC meeting and course dates given to Exec & should be on the calendar.	
6.6.2	Structure of Coaching qualifications – and process between them	CN
6.7	Technical Officials	SF/MK
6.7.1	Course dates should be on the calendar.	SF
6.7.2	Structure of Technical qualifications – and process between them	
6.8	Junior Bowls (Under 18’s and Under 30’s)	EF/JS
6.8.1	Juniors ID practice in February – JS to talk to Boland.	JS
6.8.1.1	Bloemfontein accommodation – JS to talk to JG	JS
6.8.2	Under 30’s	

6.8.2.1	Under 25s – EF & JS working together on this	
6.9	Under 45's	GvM
6.9.1	General – CN to get all trophies back to office.	CN
6.10	Players Association	MK/EF
6.10.1	WP Bylaws to be updated to reflect the change of name.	MD
6.11	Disability Bowls	JS
6.11.1	We are waiting for a response from BSA on what form of assistance is permitted for Disabled Bowlers.	
6.12	Club Support	TH
6.12.1	Rondebosch BC has been deregistered.	TH
6.12.2	Gardens BC – TH to contact	
6.12.3	CT Military BC remain registered awaiting new green at Ysterplaat.	
6.12.4	Club Support Standing Committee to be appointed.	
6.12.5	Bowls loyalty program – we agreed to leave this in the agenda for now but no action.	
6.12.6	BowlsDraw skill level survey of clubs – we will see which clubs are not competent in the Fours.	
6.12.7	General – TH to liaise with JS under M&M and with JC on Finance.	
7	Other Important Business	All
7.1	MK to arrange Club visits by Exec starting at the end of January 2024.	
7.2	Exec to hold an Exec braai at Bellville – maybe on 12 January	
	The next Exco meeting is scheduled for 20 January 2024 @ 09h00	

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PRESIDENT

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DISTRICT SECRETARY

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DATE