

Western Province Bowls

Minutes of Executive Committee Meeting held at WPCC Thursday, 6th October 2022
at 18h00

1	Welcome		Action
	1.1	GM welcomed everyone and thanked them for their time.	
2	Attendance and Apologies		
	2.1	Present: Gerrit van Milligen (GM), Jenny Griffiths (JG), Jenny Phillips (JP), Mark Gibbs (MG), Noel Solomon (NS), Marianna Kirsten (MK) and Mark Douglas (MD).	
	2.2	Apologies: Chris Nurrish (CN).	
3	Visitors to meeting		
	3.1	None	
4	Upfront discussions		
	4.1	Acceptance of Minutes 28 July: Proposed by MG and seconded by JP. 6 September: Proposed by JG and seconded by JP. JP queried whether all approved Minutes had been distributed and presented at a Council meeting. She noted the Minutes of 25 April, 26 May, and 13 June. This must be checked and confirmed or rectified.	CN MD
	4.2	Matters arising Adré Barnard and Warren Hewitt (Fairtree) There has been no feedback about this and there was no communication. More proactive measures need to be taken going forward. Fairtree provided sponsorship of R5 000 and Buco of R10 000. Buco was organised through Tyler Pitcher's liaison and was directly related to the live streaming)	W
	4.3	Additional Sponsorship It is essential to have a single person appointed to handle and consolidate sponsorships, particularly to avoid issues with finalising details. NS agreed to take on this role with the assistance of MD.	NS MD
5	Confirmation of decisions between meetings		
	5.1.	Queries re new Affiliation Fee structure sent to BSA	
	5.2	Club survey re greens availability in November and December finalised	
	5.3	Calendar for 2022-2023 Season finalised and distributed	
	5.4	Entry Book finalised and distributed	
	5.5	Conditions of Play queries finalised	
	5.6	Conditions of Play voting from clubs finalised	
	5.7	Replies to Players Committee discussed and sent	
6	Portfolios (Matters arising & feedback)		
	6.1	Finance	JG
		Affiliation fee structure BSA Feedback BSA confirmed that WP Bowls can set their own membership classes, and this does allow players to be defined as Club Members or non-Club Members. JG indicated that she does know how to make changes to these settings.	

	Affiliation Fee Structure - The WPBA Classes need to be defined and amended. These will broadly be <i>Club Members – Bowlers, Club Members – Non-Bowlers</i> and <i>Non-Members</i>. Only <i>Club Members – Bowlers</i> will be allowed to play competitions at clubs and WPBA District level. Age groups, scholars, etc. will also need to be catered for. - How the approved WPBA Affiliation Fee of R275 is implemented must be finalised for presentation at Council. A model will be put together for this in Excel with scenario planning, using actual and budgeted figures, and taking changes of membership in to account. A Zoom meeting to be held before the Council meeting. - The allocation of the BSA Fees also needs to be clarified for all clubs. BSA is not basing any calculations on the membership of any single clubs. Their base working figure is the current membership of each Province, although they have agreed to use Districts for WCPBA. BSA will bill WP Bowls on their membership figures as at January 2022. It is then up to WPBA to allocate this fee to their member clubs. The basis for this calculation will be the Club membership numbers. Clubs that have interpreted the new system as meaning that their fee is now fixed need to have this properly communicated. - The Membership reconciliation date will be end of October. A Reconciliation sheet will need to be drawn up for clubs. Kelvin Kelvin Grove may be more interested in having members affiliated with WP Bowls under the new model. They need to be approached for this to be discussed. Wynberg & James Littler Funds The James Littler fund does not have any money available for distribution. This must be communicated to clubs. The Wynberg Fund does have funds available, but the applications need to be more stringently examined. The circular inviting applications needs to have more direct wording about affordability and the responsibility that rests on clubs to ensure they are only submitting the worthiest applications. Draft to be submitted to Exco next week. Warwick Wealth Investment Move of funds to Personal Trust still to be finalised. DCAS – online application for development funding Application submitted by JG in time – asked for around R300 000. GM thanked JG for getting this done. DCAS – Other JG had to submit membership list to DCAS from WPB. BSA will not provide the data from their database, but she is working on it.	JG MD ALL ?? JG JG JG
6.1.2	Income - Income and Expenditure vs budget – YTD To be distributed tomorrow Lotto funds received of R350 000 -	
6.1.3	Expenditure	
6.1.4	Other - Workload GM noted that JG has too much to do and needs to spread the workload more to other members. E.g., Sports Council meetings can be attended by other members. JG to review her load and advise where other Exco members can assist.	JG ALL

6.2	Competitions	MD
6.2.1	General - All Cape meeting feedback Each section will play at one club. The conditions of play have been changed as per the Boland proposal. The dates have not been changed. Entry forms will allow for zoning. - Competitions during Gold Squad The competition calendar will stay as it and not be amended to cater for Gold Squad dates. It was agreed that Gold Squad members will not be disadvantaged as they have already been recognised at a higher level. Members should not enter where a conflict may occur. - Competitions during International events The above will also be applied to International Bowls events. - Masters There have been many complaints about the changed Masters format. MG to co-ordinate a meeting between top players, the Two Selection Standing Committees and selected Exco members to discuss this. - Masters - selection criteria Exco would like to implement a system of selection criteria. The exact mechanics of this to be discussed with interested parties and distributed for comment. - Document – Conditions of Play MD to resend – exco to check by next week - Tuesday Night League Paulina to be asked to take responsibility for this competition. - Competition Secretary GM and MD to speak to Barrie Eksteen about any assistance needed.	MD MG GM MD ALL MK GM MD
6.2.2	BSA Masters - Concerns have been raised about the current conditions of the greens at WPCC, but several experienced greenkeepers have advised that they are progressing well. It was agreed to wait until the end of month before speaking to the relevant parties. - The BSA Masters organising committee will be (get from JP)	JP
6.3	Selectors	MG
6.3.1	District Squads - Selection Standing Committees The resignation of Warren Hewitt has been reluctantly accepted and a circular will be distributed with the news. The application from Danie de Klerk was accepted and confirmed in agreement with the current selectors. Other names were suggested by the selectors and approached to gauge interest but were not available. MG was appointed as the final selector. He will meet with the selectors and discuss the Exco opinion regarding the new convener. - Nadine Application Check that it was responded to. - Document – Selection Policy The draft document based on the BSA Selection Policy will be sent to selectors for	CN CN MD MG

6.3.2	input after additional comments from MG have been added. - Liaisons from Exco GM and JG will jointly handle liaison with the selectors. General - Ladies Selectors re member query The Exco is in support of the decision made by the selectors. Communication to be sent to them to emphasise this and explain the position taken by Exco.	MD ALL
6.4	Marketing, Membership & Transformation	TB
6.4.1	General SC feedback TB has completely restructured the M & M Standing Committee and how it works. More task-oriented roles have been allocated so that members can get on with doing what they excel at. This is a work in progress but is already showing positive results. The basic outline is attached despite not yet being complete. Clubs Examples of projects with some of our clubs: - Wheatfield - liaising and sharing ideas with the committee. - Bergvliet - setting up various marketing and coaching ideas with the new committee - Meadowridge - school project - Glen - school project - Fresnaye - u45 event - Strand - new ideas for summer Gordon's Bay This has been a great success: GB Coaching Academy - poster, coaching program, etc (as a pilot for other clubs this has really worked - new people join the session each week as the poster reaches the community and now that will be advertised in the business league as well) GB Primary School New competitions and ideas WP and BSA WP Junior Squad Development poster was finalised and distributed. WP M&M Business League The team is confirming which clubs host/would like to host Business Leagues. Sponsors are being sought for the Business League Zone playoffs and Final. Formats and plans are being made as the information comes in.	
6.4.2	Transformation - Players being identified at clubs for metering and coaching. Portfolio needs to be assigned to Exco member at next meeting.	TB
6.4.3	Communication - Mother City Toucher TB has been submitting the required information, but MD has not had time to distribute the newsletter. MD will finalise this month's one next week and also look for assistance with this task.	MD
6.5	Greens	MK
6.5.1	General SC feedback	

	The Greens Care Committee membership and structure have changed during the past month. The new Convenor replacing Terry Hepworth is Vernon Dryden, and the new Secretary is Trevor Wheeler. The Committee has said a reluctant farewell to Terry Drew and welcomed new members, Nick Marais and Brian Pearson. During the past few months, a significant amount of new material has been added to our Greens Care website, and more changes and additional material to be added are in the process of being incorporated. The Greens Care Committee places great importance on the continued improvement of the Website, as it provides a wealth of information aimed at both new and experienced Greenkeepers. There are several downloadable documents providing information about the taking of greens levels, greens inspections, and gradings. A comprehensive indexing system is being prepared to ensure that all documentation held on the Website is fully up-to-date and easily referenced. Much discussion has been had regarding the timing of the annual renovation of Club greens. There is considerable evidence around to suggest that renovating green during November and December gives a much better and faster result. To accommodate this optimum time, the Western Province Executive has looked at keeping this period free from Province competitions, and Clubs are encouraged to act similarly. The monthly Newsletter continues to be published, with advice and information relevant to the timing of each release. A big thank you to Terry Hepworth for continuing to author these. Whilst the Newsletters are primarily aimed at the Club Greenkeeper, the Greens Care Committee feel the information and advice contained in them, should also be noted by Club Executives Committees, as it will help Clubs improve their greens and better understand the need for continued dialogue with their Greenkeepers. A recent level one Greenkeepers course has been held, with many new Greenkeepers and Greens Assistants present. Bowls South Africa has recently given the go-ahead for a level two course to be held, aimed at the more experienced Greenkeeper who wants to learn more. Members of the Greens care Committee are actively helping several Clubs to improve their greens and are always on hand to offer advice and help to any Club that needs assistance.	
6.6	Coaches	JG
6.6.1	General SC feedback - There are 3 coaches going to the level 3 coaching course in Knysna in November. - A Circular will be distributed about how coaching levels have changed	
6.7	Technical Officials	JP
6.7.1	General SC feedback - 7 names have been sent to BSA for the Train the Trainer course which is a mixture of online and practical – some of it for BSA Masters. - There are only four people on the Standing Committee and more members are needed. JP to co-opt additional members to SC.	
6.8	Junior Bowls (Under 18's and Under 30's)	
6.8.1	General SC feedback	JG

	- Appoint persons to Under 18's and Under 30's into the two groups by age categories.	
6.8.2	U15's - The u15A team performed fantastically on the weekend, wining the Envar Buys Gold medal. Congratulations to everyone involved!	
6.8.3	U18's -	JG
6.8.4	Under 25's -	
6.8.5	U30's -	
6.9	Under 45's	
6.9.1	-	
6.10	Disa – Players Association	GM
6.10.1	General - GM will setup a meeting with the delegates of the Players Representatives, any available Exco members are invited to attend as well.	ALL
6.11	Disability Bowls	TB
6.11.1	General SC feedback Several events are taking place over the next month: - Helderberg 27 November - Mowbray - 19 November - Kraaifontein - 11 December - Constantia – 22 Oct - Dominican School fundraiser for the Deaf We also have a team looking at developing a blindies/differently-abled bowls club in the Basin.	

7 Other Important Business		
7.1	Goodwood re Season Opening We are no longer are having a season opening as the expense cannot be justified. This should be communicated to all clubs via a circular.	CN MK
7.2	Visits to clubs MK to organise visits by Exco members to 4 zones of clubs. She will put together a plan for approval by Exco. Details to be included in above circular.	MK
7.3	Executive Resignation – Taz Bright The resignation of Taz is a loss to Exco, but her reasons are understood, and it has been reluctantly accepted. A circular must be drafted to communicate this to clubs.	CN
7.4	Executive Nominations Received Only two nominations were received for the two vacancies, Joy Calvert and Soekie Fourie. They can be welcomed to the Exco. They will formally take their new positions at the next Council meeting. GM will phone and welcome them, and a circular drafted to communicate this.	GM CN
7.5	Future Meeting Dates – Executive Provisional dates have been set: - 3 Nov 2022 (confirmed) - 5 Jan 2023 - 2 Feb 2023	CN

	- 2 Mar 2023 - 6 Apr 2023 - 4 May 2023 - 1 Jun 2023 - 3 Aug 2023	
7.6	Future Meeting Dates – Council The next meeting is on Saturday 19 November 2022. The agenda was finalised and will be sent to CN for distribution. Provisional dates for Council Meetings have been set: - 15 Jul 2023 - 19 Aug 2023 (AGM)	CN
7.7	Durbanville Member e-mail The members path to resolution is via their club constitution. WP Bowls does not have the authority to get involved.	MD
7.8	Durbanville re Novice Status The draft reply was approved.	CN
7.9	Goodwood re Affiliation Fees The draft reply was approved.	CN
7.10	Pinelands re Greens Usage Clubs have an obligation to provide Greens for WP Competitions, and this cannot be avoided. That said, Exco is cognizant of the need for clubs to raise income to stay afloat. A response to be drafted for Exco approval.	MD CN
7.11	Document – Guide for Clubs (Input from Exco)	ALL
7.13	CTSC Women and Girls Commission JP will continue to represent WPBA.	
7.14	CTSC Transformation To be decided at next Exco meeting.	ALL
7.15	WPCC Flag Trophy Handover JP will organise the trophy and the handover.	JP
7.16	Champ of Champs Novices Last year's winners want to sponsor trophies for the Champion of Champions for men and women respectively. Details to be submitted to Exco for approval.	??
7.17	Communication to Clubs All proposed communication to clubs, including from any Standing Committee, Bowls SA, Exco, etc. must be: - Approved for distribution by Exco - Copied to all members of Exco	CN ALL
8	The next meeting is scheduled for 3 November	

PRESIDENT

DISTRICT SECRETARY

Date