Western Province Bowls

MINUTES - Executive Committee Meeting
Tuesday, 13 August 2024 at 18h00 (Virtual via Teams)

1	**Welcome**		**Action**
	1.1	GvM welcomed all to the meeting	
2	**Attendance and Apologies**		
	2.1	Present: *Gerrit van Milligen (GvM), Tony Harland (TH), Joy Calvert (JC), Marianna Kirsten (MK), Danie de Klerk (DdK), Grant Rightford (GR), Nico Taljaard (NT), Janet Schmidt (JS), Debbie Phillips (DP)*	
	2.2	Apologies: *Mark Gibbs (MG) - travelling*	
3	**Correspondence**		
	3.1	None	
4	**Upfront discussions**		
	4.1	Acceptance of Minutes of 10/16 July 2024 - *agreed to circulate the minutes to all members for review, and address any matters arising at the next meeting*	
	4.2	Matters arising - *will be handled at the next meeting*	
5	**Confirmation of decisions and actions between meetings**		
	5.1.		
6	**Portfolios (Matters arising & feedback)**		
	6.1	**Governance**	**GvM/TH**
	6.1.1	AGM – notice, agenda, nominations, Annual Report, attendance register, documentation, DSC Convenors invite, club of the year trophies - *reviewed the agenda for the upcoming AGM, including obituaries, the annual report, affiliation fees, and the budget. GvM thanked Mark Douglas for all the work he did compiling an excellent Annual Report. Discussed ensuring the information is up-to-date and ready to present at the AGM. It was decided that the two Club of the Year trophies would be presented at the AGM. JC would check on the trophies and have them engraved.*	**JC**
		Affiliation fees – agreed on a 6% increase *Auditors Report – GvM thanked JC for the work put into the report, as well as the Budget for 2025. TH – budget has not been circulated yet.* *Reviewed Exec's stand on the BSA motions as per Agenda* *Discussed nominating Kevin Campbell, Alan Lofthouse and Neil Burkett as honorary life members. They reviewed the Constitution to ensure the process is followed correctly, no maximum number of HLM and agreed to provide draft written motivations for the nominees – DP to check with Mark Douglas on the process and then draft and send to Exec for approval.*	**DP**
		There was also a request for any names of ladies – no names came up. Proposal is that they be awarded HLM at the season opening. Opening to be discussed at next meeting GvM	**GvM**
		Long service awards – had a farewell brunch for Chris, service certificate and 3-month bonus *Late motion submission from districts to BSA – discussed that it looks very long and complicated and submitted last minute. GvM to discuss with Graeme Kemp about how to approach that at the AGM*	**GvM**
	6.1.2	Durbanville Bowling Club Motion on dual membership– *discussion and decided to leave it to what the clubs decide at the AGM*	
	6.1.3	Selection of DSC - *TH asked if we need to look at the names that came in for DSC and announce the new committees – DP mentioned that forms came in for*	

	GreensCare and that Coaches and Technical Officials DSC will be staying the same. TH - need to discuss and draft circular at next Exec meeting to announce DSC members for new season	**TH**
6.1.3.1	Competitions Standing Committee – *discussed and decided on having interviews with all 3 applicants. NT, JC and Barrie Eksteen to be on the interview panel. GR asked about the job spec. DP to get the job spec from Barrie and set up the interviews in the next 10 days*	**NT/JC/BE** **DP**
6.1.4	General	

	6.2	**Finance**	**JC**
	6.2.1	Update on availability of financials for AGM - *JC will circulate budget tomorrow along with the financials and management accounts. First send to Exec and then to clubs. Budget shows a R200,000 loss because proposed funding that should come in is not included until we have the funding approved, paint a realistic picture.*	**JC**
	6.2.2	Latest Management Accounts – explanatory notes – *JC - will be included in the management accounts*	**JC**
	6.2.3	General	
	6.3	**Competitions**	**NT**
	6.3.1	ID Veterans 2025 - Venue confirmation - *finalized the list of 6 clubs to host the Vets Interdistrict competitions: Durbanville, Glen, Constantia, Meadowridge, Plumstead and WPCC. BSA Greens Committee will come down and inspect the greens a month before and decide on the 4 that will be used. NT to inform WP DSC GC and revert to BSA with the 6 club names that we have decided on. TH also asked if the clubs had been approached to see if they would host. MK/TH to forward NT the email that came from BSA regarding hosting and the checklist to be used.*	**NT** **NT** **MK/TH**
	6.3.2	ID Veterans 2025 - Appoint LOC - *discussed forming the LOC to oversee and work at the event, also addressed some logistical details like venues and timelines. Committee to be TH as Convenor, NT support where needed, DP for admin and record keeping, Jenny Phillips for Technical Officials, Trevor Wheeler for Greens and JC for finances and catering*	**NT/TH** **TH**
	6.3.3	Masters Discussion – Venues, Gillian Young etc – *MK to finalise venues for all 3 Masters so that can be circulated. SSW is confirmed.* *The group had a lengthy discussion about Gillian Young, who was selected for the Western Province Masters but has since joined a club in another province, Ceres in Boland. Debated whether to allow her to still compete in the Western Province Masters event, given concerns about her loyalty. TH said it is the principle under discussion – can she have it both ways and play both Districts? Is that not unfair on other players? GR agreed with TH. MK stated that this was discussed with the Selectors and she was selected based on her performance in WP and that is why she is still eligible. She is still an affiliated member of DBC and WP. The decision was taken for her to remain in the WP Masters this year.*	
	6.3.4 6.3.5	WCPBA Singles – Discussion – *decide on a small committee to work on this. GvM has sent all the documents that Boland used last year to DP so we can use what was done last year as a guide. MK and JC volunteered to work on this event – to be held on 5 and 6 October. DP volunteered to support on admin. MK will lead on this. MK to talk to Greens Care for a venue as it might fall during renovations. We need 2 venues – 1 for Opens and 1 for Vets.* General	**GvM** **MK/JC** **DP** **MK**
7	**Other Important Business**		**All**
	7.1	General - *GvM thanked JS for all her input and hard work, especially with the new kit and all her valuable contributions over the past year. JC mentioned that JS has offered to carry on doing the clothing for us.* *JC and DP will be selling of old stock to clear our obsolete stock. R50 per item* *The group closed the meeting by wishing each other well for the upcoming AGM.*	

	The next Exco Meeting is scheduled for soon after AGM – to be decided	

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PRESIDENT **DISTRICT ADMINISTRATOR**

13 August 2024

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DATE