

Western Province Bowls

Minutes of an Executive Committee Meeting held on
Saturday 25 May 2024 at 09h00 at WPCC Bowls Clubhouse

1	Welcome		Action
	1.1	Gerrit welcomed all present and thanked Mark Douglas for making himself available to attend the meeting.	
2	Attendance and Apologies		
	2.1 2.2	Present: Gerrit van Milligen, Tony Harland, Joy Calvert, Danie de Klerk, Grant Rightford, Marianna Kirsten, Mark Gibbs, Nico Taljaard & Chris Nurrish. Apologies: Janet Schmidt	
3	Visitors to meeting		
	3.1	Mark Douglas	
4	Upfront discussions		
	4.1 4.2 4.3 4.4 4.5 4.6 4.7 4.8	Acceptance of Minutes of 12 March: Proposed Tony Harland, seconded Marianna Kirsten. Matters arising – discussed under relevant headings. List of annual events compiled. These are requested by DCAS as well as Exco. Standardising Kit across the board – and adding to bylaws. Janet Schmidt is busy with this. Rob Forbes motion – we currently have 9 votes. Under this motion we lose 3 votes and do not support it. The counter motion from Boland needs rewording and at present we do not support it. Response time to emails or WhatsApps – we agreed earlier in the year to 3 days as an acceptable response time. Members were asked to please check WhatsApp and email once a day, and submit some form of response, even if just an acknowledgement. In future we must invite all winning teams to the League Finals Day. BSA nominations – no one wishes to be nominated this year.	Admin JC Exco All Admin
5	Confirmation of decisions and actions between meetings		
	5.1.		
6	Portfolios (Matters arising & feedback)		
	6.1	Finance	JC/TH
	6.1.1 6.1.2 6.1.3	Joy has been unwell and has not fully caught up. She is recovering well and is in the process of catching up. We will be receiving a R 70 000 grant from DCAS. Sponsorship – MD's Sponsorship proposal. Grant has been through the document and has some ideas on finalising it. Once he is done, he will present the document to the Exco.	
	6.2	Competitions	
	6.2.1	Juniors 2024 Bloemfontein logistics. This has been completed successfully.	

6.2.2	Seeding players in WPB competitions. Currently the CoP allow for players to be seeded in the singles competitions only. It was suggested that removing zoning would make this work better. It was noted that most districts have all competition draws sent to the selectors for minor adjustment before they are published. This is done only to ensure that the top players/teams in the district are not meeting each other in the first round. NT will be incorporating these discussion points in the competition committee exercise he is busy with.	NT
6.2.3	GR asked about a rating system or list of top 40 players, and it was noted that the selectors do have lists, and these are used for trials and squad practices.	JC/Barrie
6.2.4	Invoicing – withdrawals and late entries. Processes to be checked. Players/Teams who withdraw prior to the draw being published should be credited. Players/Teams who withdraw after the draw is published are eligible for credits. Clubs should be fined (invoiced) where Players/Teams withdraw after the first round has started. Barrie must advise Joy & Denise of withdrawals or late entries.	
6.2.5	Wheatfield will be fined for their no show in Trips League division 3.	
6.2.6	NT has the competition sub-committee exercise underway and in hand.	JC
6.2.7	Venues for 2025 Veterans Inter-Districts. TH will contact BSA to get clarification on what they want for this competition – including discussing the organising committee, venues, etc.	NT TH
6.3	Selectors	MK
6.3.1	Trial dates for this year are in the WP Calendar and no changes are being made to these – Men and Ladies are 27 & 28 July, 3 & 4 August and 17&18 August with the squads being announced on 23 August.	NT
6.3.2	Having the trial dates on the calendar in advance has been of benefit to clubs and players and is something that should be done annually going forward.	
6.3.3	Men's selection gap – Schalk Kotze has joined the Men's selectors and Chris has circulated a request for nominations with a closing date of 6 June.	JS
6.3.4	U30 team – Morne Scheepers and Nico Ferreira have been appointed the team managers & will accompany them in September. There does need to be a safeguarding officer and DdK will follow up on this.	
6.3.5	JS feedback re Eddie Phillips – U25 Manager and Trials. The report was excellent – JS to submit to Exco.	JS
6.3.6	High performance squad. DdK has put together a presentation on how he would like this work, and how it can fit into the current selection process. He will polish the presentation with input from GvM before distributing it for comments. He will involve the Ladies selectors as well.	DdK
6.4	Marketing, Membership & Transformation	JS
6.4.1	M&M now has a sub-committee consisting of Janet Schmidt, Joy Calvert, & Gerrit van Milligen. Grant asked to be included in this committee.	GR
6.4.4	Pro Am tournament 2024. Grant will look at the concept and produce a template for clubs to hold a Pro-Am competition with winners competing in a district competition.	GR
6.4.5	Taz Bright M&M report – Taz is now producing a weekly report for Joy detailing her workload. Chris requested that a précis of these reports be included in the minutes of Exec meetings.	JC
6.4.7	GR to take over updating of website with competition results and photographs, but we need as many people as possible to be involved in this to keep our website current.	GR MD

6.4.8	A new edition of the Mother City Toucher will be published soon. Someone needs to take this over from Mark Douglas. MG was asked to approach Alan Phillips and see if he may be interested.	MG
6.5	Greens	MK
6.5.1	Greens renovation is required every year despite some ill-conceived rumours doing the rounds.	Greens SC MK NT MK
6.5.2	All greens are being re-evaluated according to the new BSA scoring system to make a ranking list.	
6.5.3	General - Footwear – around 98% of bowlers' footwear are not within the ruling specifications. This needs to be addressed by the Technical Officials and the Exco suggested a joint Circular from the Greens' and TO's standing committees.	
6.5.4	It was suggested that we increase the Tea Fee be amended in the next year's CoP, with it being increased to R35, including R25 for the Tea Fee and R10 for a Green Fee. NT to include in the competition committee exercise.	
6.5.5	At the beginning of the WP district competition season, venues are decided for the finals of all competitions, and the clubs approached. This is done in conjunction with the Greens Care SC. It was agreed to ask the Greens Care SC if they could check the greens again 2 weeks before the date of the respective finals.	
6.6	Coaches	MK
6.6.1	There is a DSCC meeting next week, and they will be asked if we can have dates for courses.	
6.6.2	Safeguarding – we are waiting on BSA to agree with The Guardian on prices.	
6.6.3	Structure of coaching qualifications, and the process between them. Has been supplied but needs formalisation.	
6.7	Technical Officials	MK
6.7.1	Course dates – no news received.	
6.7.2	Structure of Technical qualifications and process between them.	
6.7.3	General	
6.8	Junior Bowls (Under 18's and Under 30's)	JS
6.8.1	Under 18's	DdK Comps
6.8.1.1	Under 18 Masters – Danie to talk to Sandy Wehrli to choose players but must also involve Juniors SC in decision.	
6.8.1.2	Order of Play for the WP Masters should be u18 first, then Invitational and finally the Open Masters.	
6.8.2	Under 30's	
6.8.2.3	U30 logistics to be handled by Janet. If needed Chris will assist Joy with flight bookings.	
6.9	Under 45's	GvM
6.9.1	Gerrit to investigate dates of tournament for this year.	GvM
6.10	Players Association	MK
6.10.1	The proposed amendment to the Bye-Law was approved and the change can be made.	MD
6.11	Disability Bowls	JS
6.11.1	Assistance allowed in terms of laws. Nothing to report.	

6.12	Club Support	TH
6.12.1	Data from each club as required by Constitution is to be loaded to SharePoint as received. Chris to establish when each club is holding their AGM and inform Exco.	CN
6.12.2	Gardens BC has been visited by TH and GvM, and Eugene has agreed to register players on the database. We are waiting for him to supply financials. It was suggested he feeds competitive players to Glen CC or Mowbray BC.	JC
6.12.3	CT Military BC are busy renovating the green at Ysterplaat.	TH
6.12.4	Club visits – Tony met with WPCC, Constantia, Pinelands and Mowbray, Wheatfield were invited but did not attend. The next meeting is with the southern clubs at Meadowridge on 4 June.	TH
6.12.5	General – Tony will make a WhatsApp group for Club Presidents.	
7	HR	MG
7.1	Staff contracts are all completed and in place.	
7.2	Hiring of district secretary – we have received 12 applications. Mark Gibbs will share the CVs with the HR group. They will perform the initial cut of those who do not fit the brief and interview the remainder. A short list will then be drawn up and more exco members will be involved in the final interviews.	MG
8	Other Important Business	All
8.1	New Kit – the reported flaws in the material were addressed by JG with the manufacturers. Some replacements are still outstanding and will be followed up on.	JS
8.2	There is no outstanding communication from clubs to be addressed.	All
8.3	Vision and goals – hold over.	
8.4	The To Do List is on the shared drive and being distributed weekly. Some exco members are updating it, and the others were asked to do so as well.	All
8.5	Shared document directory – Mark Douglas explained how to access this, and everyone should use this as a source of documentation.	All
8.6	New Exco jackets need to be ordered.	JS
8.7	AGM: Gerrit, Tony, Janet and Joy are going into their second year of office in their respective positions. Grant, Danie and Nico need to be formally nominated by their clubs. Marianna indicated that she will not be standing again. Mark G is happy to keep contributing in any way that he can.	
9	General	
9.1	All Cape – to ease the pressure on the competition calendar we suggest that from next year the tournaments are held simultaneously but in different Districts. This to be presented by Gerrit at the next All Cape meeting.	GvM
9.2	Clubs are holding competitions simultaneously with WPB tournaments. This should not be permitted and must be discussed at the Competition meeting.	NT
9.3	Danie suggested we should honour past achievers with Honorary Membership. The rules state that the Executive can nominate people for Hon. Membership and this is voted on at Council. Clubs can also make representation to the Executive, asking for someone to be nominated.	DdK
	The next Exco meeting is scheduled for 29 June 2024 at WPCC starting at 09h00	

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PRESIDENT

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DISTRICT SECRETARY

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DATE