

Western Province Bowls

Minutes of Executive Committee Meeting held at WPCC
on Tuesday, 10th November 2020 at 17h30

1	Welcome	
1.1	Gerrit welcomed all to the meeting at 17h35 and thanked all for their efforts to date.	
2	Apologies	
2.1	Mark G – away on business in PE.	
3	Visitors to meeting	
3.1	None	
4	Upfront discussions	
4.1	Email d/d 24 th Oct from Edgemoor. Refer 5.6 of Minutes 13 th Oct (Should read 30 th Sept) – Minutes amended	
4.2	Acceptance of Minutes of 13 th October 2020 – Chris & Mark D.	
5	Controlling Bodies Business	
5.1	DCAS - Transfer Funding Workshop 27th Oct feedback (Two slide presentations on hand): Jenny G attended this workshop and advised that it will assist with the new application requests, but found that there were some disparities. - Funding applications for 2021-22 closing date changed to 30th Nov. - Jenny G proposed that we apply for funding for Anneke Snyman towards international funding but would confirm with BSA what these players are usually subsidized.	JG JG
5.2	BSA - SA Masters: Jenny G proposed that a whatsapp group is created where assistance can be offered to these selected players in terms of practices and to show them our support from the district. - ID Replacement Policy: WP replied on the 30th Oct advising that we do not support the player replacement policy. - Email d/d 16th Oct Extension of National State of Disaster – clubs are requested to familiarize themselves with these protocols and to reinforce it at all times.	JG
5.3	WCPBA/WCB: - A revised Constitution has been drafted and submitted to Eden, Boland and BSA for consideration and discussion. - Janet O to hand over files to Lynette	
5.4	CTSC - Coaching Commission Zoom Meeting 12th Nov at 19h30: Jenny G & Jenny P to attend. - Transformation Officer: It was agreed not to submit a nomination for this coming season and will be looked at next year. Lynette to advise accordingly. - Annual General Meeting on the 2nd Dec will be attended by Gerrit & Marianna	JG/JP LB
5.5	WPSC - Nothing to report	
5.6	Women in Sport - Nothing to report	
5.7	Clubs - Fives Finals (Plumstead): Jenny P will attend and it was decided to hand out the trophies as well. - SGM Circular 2020-31 5th Dec: Election of Exec member – email to be sent asking if a Zoom voting would be possible. - Letter from Durbanville d/d 3rd Nov for clarity on points Executive Resignations, Minutes of 1st Sept & Budget: Reply emailed 4th Nov.	JP MD
6	Portfolios (Matters arising & feedback)	
6.1	Finance	JG
6.1.1	General	

		- The finances are being monitored very carefully against the budget that was approved at the AGM. Our expenses are not only being monitored to ensure they stay within the budget but we are constantly looking at ways to reduce our expenditure. If we are going to reduce them significantly we are going to need to make some bold moves. - Our fund raising idea that was presented and approved at the AGM will be launched in the next few weeks and will be completed with the draw that will take place after the mixed pairs final on the 14th February. The tickets will go to print in the next day or two. - The finance standing committee met last Friday to look at the applications for both the Littler funds and the Wynberg Trust funds. After careful consideration we agreed to cover R220 of the amount applied for per person against the Littler Fund. On the Wynberg Trust fund we agreed to pay 80% of the fees of the persons applying. - Durbanville request for revised budget (see letter d/d 3rd Nov). Jenny G confirmed that this is not possible as the budget was accepted at the AGM and can only be changed next year.	
	6.1.2	Income - We have had an unexpected income in the form of the entrance fees for both the Ladies and Men's Fives competition. We had not budgeted to run this competition at all so this is definitely a bonus.	
	6.1.3	Expenditure - There are no unusual expenses for October. We are still managing to keep our bank charges down but as soon as we start receiving money for competitions this will increase again. Our phone bill was slightly up this month but we long term we are looking at ways this can be significantly reduced.	
	6.1.4	Other Finance matters - Update on yearbook: 770 Books were ordered and the majority have been distributed to clubs. Waiting for collection are: Glen, Gardens, Fresnaye, Malmesbury, Stellenbosch & SAPS.	
	6.2	Competitions	CN
	6.2.1	General	
	6.2.2	Men's Nationals - No entries to date	
	6.2.3	All Cape - 6 Entries received to date - Chris to set up meeting with his committee	
	6.2.4	WP Masters - Nothing to report	
	6.2.5	Inter Districts - Squad sessions: Next sessions are on the 6th Dec. Ladies at Durbanville & Men at WPC. - The Convenors will get quotes for accommodation, flights & vehicle hire and these to be approved by the Executive. - It was also confirmed that the Managers will be confirmed by the Executive in conjunction with the Convenors.	
	6.2.6	Upcoming District Comps - Reminder to all hosting clubs to display the Personal Trust A5 flyers at ALL WP Competitions.	
	6.3	Marketing & Membership	MD
	6.3.1	General SC feedback - Mark confirmed that they have their committee in order who meet regularly. Lynette to advise via Circular who these members are. - Taz advised that they have a dedicated data-capturer of all the corporate bowlers. - Taz presented a few options of the branding of WPB in terms of letterhead, certificates, logo for clothing, etc. She asked if Tracy could quote on all the various changes to our branding and all in favour.	
	6.3.2	Clothing	

		- The designs are approved and the order needs to be placed. The first batch of shirts will be for the Executive, the office staff, selectors and greens s/c.	
	6.4	Greens	KH
	6.4.1	General SC feedback - Greens SC want to know about greens being cut for WP Competitions. It was confirmed and clubs are advised to either cut on Saturday after play or on Sunday morning when both days of weekend being used for competitions. - Mark D confirmed that he met with Convenor and they have quite a lot of material which they wish to have uploaded onto the website. It will be decided if they in fact have their own website as they have gone to much trouble to formulate all the documentation. Gerrit wished to compliment them on their hard work and keeping the district greens keepers informed. - Correspondence has been sent to all clubs requesting them to do two evaluations per year with the first one being due by the 27th Nov.	
	6.5	Coaches	JG
	6.5.1	General SC feedback - A Level A was concluded with 7 new candidates of which 3 were scholars. - The next Level A is to take place on the 9th Jan 2021 at Bellville. - A Level 1 was proposed to take place over 4 days, the 15th-18th Feb during the day. Jenny G was asked to look at the possibility of having these after hours. Once confirmed a Circular will be sent out to all clubs.	
	6.6	Technical Officials	JP
	6.6.1	General SC feedback - Umpires Level 1 Course refer Circular 2020-32/ 23rd to 27th Nov - 5 x Level 1 umpires qualified after the course run in Oct 2020. - Circular to go out advising the additional two appointments onto the standing committee.	
	6.7	Junior Bowls	MK
	6.7.1	General SC feedback - Plumstead All Day is taking place on the 22nd Nov. There needs to be finalisation of number of teams, the deaf bowlers and final planning. Taz, Gerrit and Marianna to do so.	
	6.7.2	U15/U20's - The age groups need to be looked into so as to ascertain how many teams WP will be entering into the ID's	
	6.7.3	U30's Nothing to report	
	6.8	Disa's	MG
	6.8.1	General - Mark D queried why the Constitution differed from what was laid out in the WP Constitution. It was agreed to scrap the Disa/Protea Constitution as this portfolio now falls under the control of WPB. - It was agreed that Mark D would liaise with the Selectors about the Disa SC as per the WP Bowls Constitution.	
	6.9	Transformation	
	6.9.1	General - After discussions between Gerrit and Rob F, the importance and dire need to get our transformation in order must be emphasized and communicated to clubs. Gerrit proposes a regular zoom meeting with all club presidents and with the initial one, with Rob F chairing the meeting. WP Executive need to assist clubs with this drive.	
	6.10	Disability Bowls	
	6.10.1	General - Graham Ward met with the Executive and explained the status of the blind bowlers in WP. Everyone satisfied.	
	6.10	HR	JG
		General - Contracts	

7	Domestic Business		
	7.1	1. Calendar Think Tank will take place on Monday, the 16 th Nov at WPCC at 18h00.	
8	Other Business		
	8.1	Integrated Software platform, fibre and telephones – It was agreed to go the Microsoft route and Mark to get final quote signed off. He further asked if all members email addresses are available and on how to extract from BSA database. Lynette advised the best option would be to get these from club secretaries – these would be for the mail chimp bulk emails which he wants to introduce.	
		The next meeting is scheduled for Tuesday, 12th January 2021	