

Western Province Bowls

Minutes of Executive Committee Meeting via Zoom on
Tuesday, 23rd March 2021 at 18h00

1	Welcome		
	1.1	Gerrit welcomed all to the meeting.	
2	Apologies		
	2.1	None	
3	Visitors to meeting		
	3.1	None	
4	Upfront discussions		
	4.1	Acceptance of Minutes of 16 th February 2021 – Jenny P & Mark D.	
	4.2	Matters arising: Point 5.2 should read Transformation stats due by end Feb 2021. Point 6.7.2 first line should read Taz to set up a meeting with Gerrit, Marianne, Ammie & Jenny G.	
	4.3	Letter of motivation regarding his bowling career which Mark Epstein requested was approved on 22 nd February to his Medical Aid to qualify for a prosthetic limb.	
	4.4	National Lottery Commission: Guidelines for Fundraising Lottery was received and to be kept on file for future fundraising endeavours. Jenny G advised that applications are opening 1 st April 2021, but we do not yet know what applications will be accepted for funding.	
	4.5	Gerrit wished to thank Plumstead BC for their hosting of the Pairs and for adhering to the spectator policy and no matter how difficult it must have been to turn away members, it was the correct thing to do.	
5	Controlling Bodies Business		
	5.1	DCAS - Ministerial Commendation with WPB nomination was emailed 22nd February. - WPB Obituaries due to Covid was emailed 22nd February. (13 members). - DCAS allocated R5 000 per federation for data reimbursement. Jenny G proposed that some of this be allocated towards the set-up of Denise at home.	
	5.2	BSA - Notice of SGM 13th March to adopt Constitution Changes & Minutes received. - Notification of BSA Masters Invites: Maggie van Zyl, Anneke Snyman, Lydia Maritz, Esona Tyeda & Joel Roebert. Jenny G advised that Gillian Young needs to be added to this list. On checking with BSA, Lynette confirmed that she is representing her mother district being Eden and not WP. Gillian will however represent WP at the 2021-22 ID's. - Circular 11-2021: AGM to take place on 28th August and call for any nominations which must be submitted by 31st May. - Gerrit asked Lynette to please advise all at BSA to make sure they have his correct email address.	LB
	5.3	WCPBA/WCB: - Meeting held 15th March with WP, Boland & Eden with Rob Forbes chairing the meeting. A revised Constitution received has been received subsequent to this meeting and this to be adopted at a SGM. - Proposal is for nominations (due by 12th April) & AGM & Motion notifications to be sent out by end March and proposed AGM to take place on 18th May. - Proposal is for nominations be as follows: 1 from each Region (6) and 1 additional from each district (WP, Eden & Boland) to make up the 9. If an external President and Treasurers' nomination are received, then this will make up 11 on this committee. Votes will go according to districts' membership totals (1 vote plus 1 vote per 1000 members) as follows: WPx3, Edenx2, Bolandx2.	

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	5.4	CTSC - Notice of General Meeting & Agenda via Zoom on the 31 st March 7pm. Gerrit to attend.	GvM
	5.5	WCPSC - Notification of fortnightly Wednesday webinars. This commenced on the 17 th March and will run with a 45 minute slot each session. Lynette to keep the Exec up to date with the topics per session.	LB
	5.6	Women in Sport - Hybrid Women in Sport on the 8 th March was attended by Jenny P. They unfortunately experienced some technical issues and although the session was a full morning's workshop, much of this time was interrupted.	
	5.7	Clubs - Circulars 2021-10: Level 1 Restrictions and particular emphasis on Business Leagues. Reply sent to Stellenbosh BC referring to their email of 22 nd Feb. - Circular 2021-13 and together with reference to the Spectators ruling from BSA d/d 15 th March - Various replies to emails from clubs regarding Covid rulings: Helderberg, Parow & Milnerton BC's.	
	5.8	SASCOC - Nothing to report	
6	Portfolios (Matters arising & feedback)		
	6.1	Finance	JG
	6.1.1	General - It is encouraging to note that we are still showing a healthy profit of R 226 891-22 at the end of February. As I have pointed out in previous months that we have received entry fees for competitions we in all likelihood are not going to play, and these will need to be refunded unless it is put towards a shorter competition run for the district before the end of the financial year, which is a strong possibility. There may still be some that need to be refunded and hopefully we will be able to finalize what competitions will be held before the end of the financial year very shortly. We will then have a clearer picture. As a general summary we are in profit at the moment. - The Covid raffle draw date has once again been extended to the 11 th April after the Singles finals. Refer Circular 2021-11. It is very disappointing that when the tickets were followed up it was discovered that less than half the tickets had been sold. We cannot be asked by Council what further fundraising events we have planned if there is no buy in from the clubs. We only went ahead with the raffle because the clubs agreed it was a good idea at the AGM in 2020. District fund raising, although initiated by the Executive has to be a joint effort from all the clubs and if at all possible there has to be a portion of the profit shared with them as well. Marianna will be taking over the follow up of the raffle sales and encourage the clubs to sell their quota of tickets. - The air tickets are available and Gerrit was working on a plan. If anyone wants to buy a Kulula ticket we can use our money and they could pay us back. The two Safair vouchers are a bit different as these are sold as one.	LB JG GvM
	6.1.2	Income - Some of our income includes entry fees for both the mens and ladies pairs, the mixed pairs and the Mens' Nationals. Our income was only R 13 421-67 for the month, which is fairly low.	
	6.1.3	Expenditure - A huge effort is being put in to keep our expenses as low as possible. Our figures reflect this. We had a fairly large sum that needed to be paid to BSA for affiliation fees.	
	6.1.4	Other Finance matters - Gerrit is now confirmed as our 3 rd Bank signatory - Lynette to email all skips (MN) to find out if air tickets have been purchased yet and if not, to pass information onto Jenny G in order to utilize the vouchers. - Jenny G confirmed that she is waiting on a quote for new auditors. Gerrit also	

		advised that he will present one. These quotes to be available by the 23rd April which must still be approved by Council prior to giving notice to current Auditors. - Jenny G commented that WP are looking at other possibilities to enable us to move away from Pastel Accounting package and to use a system which is accessible to all on the cloud infrastructure. She is still testing the new system.	
	6.2	Competitions	CN
	6.2.1	General - Mark D presented the outline of a proposed inter-club competition which was drawn up by Gerrit and himself, based on input from the rest of the Executive. This was approved and dates agreed to. Mark D to work with Taz on a poster and other marketing material.	
	6.2.2	Men's Nationals - The Committee is to meet as a matter of urgency. - Head and shoulders photo for handbook still outstanding from Gerrit. - Lynette to liaise with Tracy as to what requirements are needed for handbook.	LB
	6.2.3	All Cape - Chris to discuss possible plans with the other districts and report back.	CN
	6.2.4	WP Masters - These will take place on the 22nd & 23rd May 2021: Mark G met with Selectors and Warren to resend ideas to Executive. Gerrit proposes to set up a meeting with Selectors in order to discuss in more detail.	WH
	6.2.5	Inter Districts - Mark G has confirmed that the Men decided to keep the squad larger for the time being.	
	6.2.6	Upcoming District Comps - Midweek: A proposal to run the midweek was approved and dates will be confirmed once Chris has checked with clubs who are running midweeks so that there is no clash. See 7.1 of these minutes. - Sully: It was agreed to cancel this competition for 2021.	CN
	6.3	Marketing, Membership & Transformation	MD
	6.3.1	General SC feedback - A Transformation & Membership Zoom meeting with BSA on the 18th Mar was very well attended and much appreciated by all the delegates. The recording and presentation has been emailed to all clubs. Clubs are to please share this information with their committees and members. - Mother City Toucher Edition 13 was distributed to all clubs. - Circular 13/2021: May Bowls Awareness Month: The committee will be addressing this at their meeting planned for the 24th March. - Ammie proposed that to support this initiative, a Fun Drive Trips competition within clubs be implemented where 2 bowlers are of colour. He stressed the importance of a change of attitude of all club members in order for us to grow the game of bowls in our district. Gerrit requested him to put his ideas on an email to all. - The final results of the survey which was conducted with clubs by Taz will be shared with the Executive first.	AC TB
	6.4	Greens	CN
	6.4.1	General SC feedback - Minutes of Monthly meeting 8th March were circulated. - Chris wished it minuted that Goodwood BC needs to be thanked for stepping in to host Rounds 4 & 5 of the Singles due to Glen having their venue unavailable as the start of Passover is on the 29th March. - Marianna queried the cutting of greens for WP competitions and Chris advised that ideally cutting on the Sunday morning would be much appreciated but definitely after play on a Saturday. Where there have been complaints by players, the Executive are to please inform Chris.	
	6.5	Coaches	JG
	6.5.1	General SC feedback - Level 1 Certificates/Badges will be presented by Jenny G at a convenient time at the respective clubs.	JG

		Jenny was pleased that BSA has now advised that Courses may resume and new dates will be set for those which were cancelled.	
	6.6	Technical Officials	JP
	6.6.1	General SC feedback - Gerrit wished it noted and compliments the Umpires for the great duty and commitment they have shown at all the recent semi and finals. This is truly appreciated. - Jenny P informed the Executive that the SC held a zoom meeting on the 10th March which was sadly, poorly attended. They are hoping that the next meeting on the 9th April will be more productive. - She advised that a chat group has been set up and they are busy enquiring with clubs as to where courses are required to be held for markers and/or umpires, information on how many umpires in relation to total membership and to market this need to get qualified.	
	6.7	Junior Bowls	MK
	6.7.1	General SC feedback Jean Minnaar Fund to be finalised as per Taz by the end of the week, 28th March. Once approved, then committee to discuss how to utilize the funds.	TB
	6.7.2	U15/U18's - Circular 2021-12: Introduction to WP Singles, the Junior Masters & Holiday Clinic was circulated to all clubs. - Singles have 14 entries and a round robin will take place at Bellville BC on Sunday, 28th March with the next round and finals played on the 10th & 11th April. - Jenny wished it noted and thanked Chris for getting this draw done at such short notice, being a first of its kind for our district. - A commemorative trophy in the name of Christo Olivier was introduced for the Junior Singles Winner. Janet is extremely honoured. - It was agreed by Executive that the future age category will be U18 and no longer U20 for District Competitions & National Championships. - Masters will take place on the 1st & 2nd May at WPCC. 20 Players will be selected over the next few weeks and this will be announced after the Singles finals.	
	6.7.3	U30's - Circular 2021-14: Notification of the Bowls, Beer & Braai for U45's which will take place at Bellville BC on Thurs, 25th March. It was further confirmed that this will be a first of its kind and will take place monthly at various clubs. Gerrit stated that hopefully this will grow this age group of bowlers in our district. - Notification of the Maters to take place on the 1st & 2nd May and names of all players in these age categories from clubs are to be forwarded to the WP office by 26th March. Jenny G advised that 10 x U30 and 10 x U45 players will make up the Masters participants. These players will be selected by the WP Selection SC.	
	6.8	Disa's	MG
	6.8.1	General Co-opting of sub-committee together with selectors input which is still on-going.	GvM
	6.9	Disability Bowls	
	6.10.1	General Nothing to report	
	6.10	HR	JG
		General Contracts have now been finalised	
7	Domestic Business		
	7.1	Calendar - Midweek to be added once confirmed. Subsequent to meeting, dates are set to begin 19th May played over 5 weeks with playoffs being played 23rd June and finals on 30th June depending on number of entries. - League: Dates to be added – 5th, 6th, 13th June and Circular to go out to clubs.	CN
8	Other Business		
	8.1	Gerrit requested a date of confirmation for Denise to work remotely and this will take place as soon as Lynette is back from leave during the week of the 20 th Apr. (LB will be	JG

		on leave from 12 th – 20 th April)	
	8.2	Mark D advised that he has discussed the project plan for Microsoft 365 implementation with Section5 and is waiting on them for finalisation.	MD
	8.3	Singles Finals on the 11 th April at Durbanville: Jenny P will be umpiring and doing the prize presentation. A commentator is needed and proposed to ask Wade Pretorius or Patrick Cairns.	JP
	8.4	Follow up strategy meeting will now take place on Tues 6 th April at WPCC with Warren.	ALL
	8.5	Standing Committee Terms: A template to be given to Executive with number of years and to assess which members having resigned will now be awarded with Long Service Awards.	LB
	8.6	Mark D queried the clause 14.7.1 of our Constitution pertaining to when a person needs to become registered. It was confirmed by Lynette & Gerrit that it was taken from the BSA Constitution of 2019. M&M will contact BSA for more information.	MD
		The meeting closed at 20h15 and the next meeting is scheduled for Monday, 26th April 2021 at WPCC.	

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VICE PRESIDENT

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DISTRICT SECRETARY

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DATE