

MINUTES**VALVERDE BOWLS CLUB ANNUAL GENERAL MEETING HELD ON SATURDAY
OCTOBER 13TH 2012 AT THE DON CAMILLO RESTAURANT****PRESENT**

President of the Table	Henry Parlour
Vice President	Jack Romano
Secretary to the President	Margaret Wilson

Fiscal Committee Chairman	Terry Kerr
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Management Committee Chairman	David Russell
Treasurer	Jeff Perry
Captain [Acting]	Keith Henley
Secretary [Acting]	Jennifer Preece
Social Secretary	Sue Hunt

The meeting opened at 10.30am

1. Henry Parlour, President of the Table, welcomed those present and thanked them for attending this 4th AGM of Valverde Bowls Club. J Perry handed out 22 voting cards to the Founder and Full members currently entitled to vote
(Attendee signature list attached as Annex 5)

2. Apologies for absence, Gavin Alderman.

3. Minutes of the last AGM and matters arising. These have been published on the website, no matters arising, minutes approved.

4. President`s Address.

The president stated that one of the most important items on the agenda was the motion to change the constitution and rules to suit the changing needs of the club. The decision to modify was taken by the previous management committee. The current committee have worked tirelessly to make the changes and to validate all of the Portuguese legal requirements.

The president went on to thank those who give time, money and effort to benefit the club. He began by thanking Flor and Jorge for their first class restaurant facilities including our new storage and toilet block. They provide a great service to the club.

The president thanked Jack Romano, the vice president, for his work in supervising the greens. The considerable improvement to the greens was noted.

He also thanked Keith Henley the acting Captain for ensuring the smooth operation of the bowls club and its playing commitments. He went on to thank all who had assisted Keith and also those

who open up the club for roll ups and matches. The club is reliant on a number of helpers, many of whom are pay as you play members. He also thanked Sue Hunt, the social secretary and her helpers for arranging social events and welcoming visitors.

The President thanked the management committee for giving of their time for the benefit of the club. He thanked Jeff Perry the treasurer for his work on the club website as well as finances. Finally he thanked David Russell the chairman who has done so much for the club this year including making our new welcome area.

The President concluded by reading a letter of thanks from visitors to the club.

5. Reports from the Management Committee.

David Russell, chairman, also thanked everyone on the committee and all other volunteers. He also thanked the members of previous management committees for their hard work. He wished to thank Henry Parlour, president, for his unstinting support and to Jeff Perry, treasurer for his guidance.

David stated that his aim was to ensure that the club was run for the benefit of all members and stressed that all committee members were volunteers.

This involved new efficiencies such as the Open Uppers. He encouraged members to read the OpenUpper instruction manual to see what they were asked to do.

The new reception area has provided a focus for communication as well as a welcoming image. Communication has also been improved by greater use of the club's website and by email.

The eventful year has seen an improved relationship with the restaurant, the bringing in of a new captain, successful social events, an unfortunate period of dislocation, a new selection team for matches and replacement of the green keeping contractor.

Management of teams is made difficult by the ebb and flow of club members. There is an shift from annual membership to "pay as you play" membership which affects the club's finances.

Some members prefer to play at rollups and some, more competitive, in the league competitions. The club must support both. There is pressure on our rinks, and in the future we may need to open more often, including afternoons.

The focus of the committee is to manage our finances by controlling costs and increasing income by increasing club membership. We hope to encourage new membership by holding an Open Day on October 21st this year.

David concluded by encouraging all club members to volunteer their time for the good of the club.

Jeff Perry, treasurer, began by thanking Maria Romano for standing in for him whilst he was away this summer. He also wished to thank the open uppers for ensuring green fees are collected. Jeff stated that he had predicted a loss of about 1000 euros for this year, but instead there was a surplus of about 3000 euros. This was mainly due to expected invoices for some professional services not being presented in this financial year

A budget sheet was produced for the members. Annual subscriptions are down by 1000 euros due to a swing to pay as you play membership. But, pay as you play green fees have increased, thus evening things out. Income from visiting teams was less, and there was less income from club events as there was no Spring Pairs competition.

More was spent on the club's infrastructure, including our new welcome area.

Jeff stated that it was difficult to set a budget for the coming year due to the change in the pattern

of membership. He also hoped for an increase in club sponsorship. He predicted an income of 23000 euros, with much of the budget remaining the same as last

There is likely to be an operating loss of 300 euros which could increase to 1000 euros for servicing our new mower. There are 21000 euros in the bank which should remain about the same next year.

Jeff stated that he hopes to afford the repayment of 12000 euros to founder members. This to consist of 5000 euros to Henry Parlour and 7000 euros to other founder members on a pro rata basis. Jeff asked for the agreement of the meeting for this., which will probably begin in two months time.

One member questioned the necessity of paying back monies at this time but the proposal was accepted.

Nick Beaumont asked for some detail on the monthly payment to Don Camillos, This was explained as paying for the changing rooms, electricity, water and the rear car park which had not been included in the original agreement between club and Don Camillos.

Jan McGlynn asked if a legal agreement has been set up with Jorge as mentioned in the previous year`s minutes. Jeff stated that this has not been done, but relations with Jorge have improved to such an extent that it was felt it was best for things to stay as they are.

Nick Beaumont queried the low cost of insurance. Jeff stated that public liability insurance is covered by the restaurant. The current insurance covers trophies etc. It was agreed to look into insurance in general.

Jan McGlynn asked who was responsible for the checking of club owned woods. There was some discussion on this issue. It was agreed that the management committee would look into it.

The treasurer`s report was accepted by the meeting.

Keith Henley, acting captain, referred to the disagreements within the club which had been directed at the actions of the chairman of the management committee. He praised David Russell the chairman, for his achievements. He made particular reference to the welcome area on which David spent so many hours.

Keith also praised Jack Romano for taking over green maintenance. The improvement in our greens has been noted and much appreciated by our visiting teams. Thanks must also be given to the Parlour family for the donation of the mower and trolley. Keith spoke of the buzz of positiveness and togetherness within the club and so many new faces coming to bowl.

He wished to thank David, Jack and Henry for their hard work and Jeff Perry for his work behind the scenes with regard to communications.

Sue Hunt, social secretary, was pleased to report that the relationship between the club and the Don Camillo restaurant is now very good. All social events held this year have been well attended. She expressed her thanks to the ladies of the club who have helped to serve meals when visitors come to the club.

6. Sponsor and Publicity report.

The chairman reported that Premier FX have provided excellent sponsorship this year and been very supportive. On October 14th the club will play Bognor Regis Bowls Club which are also supported by Premier FX. We now have new shirts with the Premier FX logo.

Ibex Insurance supported our Anniversary Pairs competition.

Both our sponsors may be present at our Open Day on October 21st.

Alan Preece has become our publicity manager. The club hopes to arrange more advertising in the local press and we have produced brochures and posters to display in our catchment area of the 'golden triangle' of the Algarve

Loule Camara is to be approached with regard to street signs.

The Holiday Inn group, whose banner we display, are to be asked if they can provide us with sunshades and chairs for next summer.

7. Motion to debate the Constitution and Rules review.

Before the debate, three papers relating to the review were distributed to the members. These consisted of the original constitution, the original with the proposed changes and thirdly the proposed new constitution and rules. These were copies of the same three documents that have been on the website for inspection and comment since June 15 2012 and are attached to these minutes as Annexes 1, 2 and 3

Henry Parlour, president, began by addressing the meeting. He declared his intention to listen impartially to all arguments. He stressed that Club members have had plenty of opportunity and encouragement to study the proposed changes on the club website, but comments had been received from only a small number of members.

The original steering committee had recognised that some changes in the constitution would be necessary over time, and the review was instigated by the previous management committee eighteen months ago. The present committee were obliged to continue the work. Changes only affect the AGM'S, EGM'S AND SGM'S.

The president also stated that it should be recognised that "full" members of the club are all those who pay an annual membership fee in advance, whether the full fee or the annual 'pay as you play' fee. All are annual members and therefore should be considered 'full' members.

It was important to realise that under the proposed changes founder members do not lose any of their rights or benefits, which had been the main query for the comments so far received on the proposal.

7.1 David Russell, chairman of the Management Committee now opened the debate. He noted that there are 48 changes, most of which are minor.

7.2 To help reduce the time needed to debate the proposal the meeting was asked to identify objections by individual, citing the clauses to which they had objection, which could then be debated properly.

David stated that this assumed that the parts of the proposals not objected to are agreed in full, as displayed on the proposed constitution document on the website.

7.3 As the Constitution is a separate document from the Rules, the meeting was asked if there were any objections to the new Constitution only, as proposed.

As there were no objections the Constitution part of the proposals were put to the vote.

Votes For : 21 Against: 0. Abstentions: 1

Therefore the proposal for the new constitution was carried.

7.4 The meeting was then asked if there were any objections to the Rules as proposed; There were two objectors.

Gui Gomez objected to rule 3.2

Jan McGlynn objected to rules 3.2, 4.5 (a), and 4.5 (b) and 4.11.

7.5. There followed a debate on proposed Rule 3.2, which reads:

“The Management Committee may at its sole discretion, decline to accept a new member or renewal of membership, from any person.”

- (a) It was agreed by both objectors that the management committee should have the power to decline or to accept a new member.
- (b) Both objectors did not agree that the management committee should have the power to refuse to renew membership.

The President explained that (b) will only apply where complaints have been made to the committee against the said member. It was agreed that said member should first be made aware of the complaint and given the opportunity to answer the complaint. The chairman pointed out that this was covered by the proposed disciplinary procedure in rule 3.4 and that membership involvement was covered by proposed rules 3.5 and 3.6.

After debate, the proposal to accept rule 3.2 was amended to read :

“The Management Committee may, at its sole discretion, decline to accept a membership application from any person.”

7.6 The amendment for rule 3.2 was put to the vote:

Votes For:20 Against: 1 Abstentions: 1

Therefore the amendment to rule 3.2 was carried

7.7 There followed a debate on proposed Rule 4.5 (a) and (b), which concerned voting entitlements. In the end, it was agreed to accept the wording of the proposed new constitution, which reads:

“4.5(a) Decisions made at General meetings shall be by a simple majority of votes from the members attending the meeting”

“4.5(b) Each member of the club is entitled to one vote, except that, in the event of equal votes, the President of the table of the general meeting shall be entitled to an additional casting vote.”

7.8 A debate on Rule 4.11 followed. The objection was withdrawn but it transpired that in fact the objection had been to old clause 4.11 of the ‘changes ‘handout (See annex 2, which shows the changes from the old rules to the new and which had been shown as deleted in that document). This old clause read:

“Only founder or full members of the club have the right to take a position in the Table of the General Assembly, the Management committee or the Fiscal committee.”

This clause had in fact been removed from the proposed rules, thus allowing any member to take such positions, reflecting the fact that full and founder members are insufficient in number to fill all the necessary offices.

7.9 The proposal to accept the amendments for rules 4.5(a) 4.5(b) and the removal of old clause 4.11 was put to the vote.

Votes For 15, Against 3 Abstentions: 4.

Therefore the proposals to accept 4.5(a), 4.5(b) and the deletion of old 4.11 were carried.

7.10. The President tabled a request from Gavin Alderman to include a clause to give proxy voting. The President presented his objections to this request. He believed that such a system was open to abuse. There was some general discussion.

7.11 As there were no further objections the proposal to accept the rules changes as amended was put to the vote.

Votes for 20, Against 1, Abstentions 1.

Therefore the amended Rules proposals were carried in full.

7.12 A proposal for David Russell, Chairman to represent and sign on behalf of the Club when the new constitution and rules were notarised and legalised was put to the vote.

Votes For 20, Against: 0 Abstained: 2.

Therefore proposal accepted.

See annex 4 for the revised agreed new constitution and rules

8. Election of Officers.

Vice President

Jack Romano was offered for re-election.

Proposed by Jeff Perry

Seconded by David Laing.

Proposal approved.

Secretary to the AGM

Margaret Wilson was offered for re-election.

Proposed by Gordon Linford,

Seconded by Margaret Linford.

Proposal approved.

* As she is currently a PAYP member, the reappointment is subject to implementation of the new constitution and rules

Treasurer

Jeff Perry is standing down.
 Maria Romano, was proposed by David Laing,
 Seconded by Gordon Linford
 Proposal approved.

Club Secretary

Jennifer Preece, currently Acting secretary to the Management Committee,
 Proposed by Maria Romano
 Seconded by Margaret Linford.
 Proposal approved

* As she is currently a PAYP member, the appointment is subject to implementation of the new constitution and rules

Club Captain

Keith Henley , currently Acting Captain
 Proposed by David Laing,
 Seconded by Gordon Linford.
 Proposal approved.

Club Vice Captain

Jeff Perry; proposed by Penny Henley
 Seconded by Roma Gilchrist.
 Proposal approved.

Secretary to the Fiscal Committee

David Laing was offered for re-election
 Proposed by Terry Kerr,
 Seconded by Carol Barnes.
 Proposal approved.

Deputy treasurer

Maria Romano is standing down to become treasurer.
 Eric Brown was proposed by Gordon Linford,
 Seconded by Penny Henley.
 Proposal approved.

* As he is currently a PAYP member, the appointment is subject to implementation of the new constitution and rules

9. Any Other Business.

a] The Chairman of the management committee was asked to explain why a number of members had resigned from the club and were now playing elsewhere.

The Chairman stated that all members had always had freedom of choice to play elsewhere as well as at Valverde.

Regarding the resignations; although there had been resignations from office, all of which were for personal reasons which could not be discussed without the express permission of those who

resigned; there had been no resignations from the club itself.

b] The management committee was asked what it proposed to do to increase club membership. This has been discussed by the committee and proposals formulated to attract new members. The Open day, set for October 21, was the start of a prolonged campaign to attract new members in which all current members were expected to play a part.

c] What is to be done with regard to the repayment of Founder Member loans? This was discussed in the Treasurers report.

d] Club Members were reminded that they have a three month window to renew their membership. After this time they would need to reapply as a new member.

10. Date and Time of the next AGM.

To be decided later in the year

There being no other business, the President closed the meeting and thanked all members for attending.

Signed..... Henry Parlour, President of the Table

Signed.....Margaret Wilson, Secretary of the Table