

MINUTES OF VALVERDE BC MANAGEMENT MEETING HELD ON WEDNESDAY OCTOBER 31ST 2012

Present

David Russell [Chairman]
Maria Romano [Treasurer]
Keith Henley [Captain]
Jen Preece [Acting Secretary]
Sue Hunt [Social Secretary]

Proceedings

The meeting opened at 2pm.

David Russell chairman, began the meeting by extending a formal welcome to the new committee.

1. The minutes of the last meeting were accepted.
2. Monthly reports for October were presented.

Keith Henley, captain reported on the success of the Open Day held on September 21st, this was despite the awful weather on that day. Potential new members were unable to have a try at bowling which was a great shame. Keith wished to thank all the club members who worked so hard on the day. It is hoped that several new members will result from the event. Keith feels that a second Open Day could be held in the new year. We have a number of printed posters left over which can be reused by sticking a label over the date. Keith will discuss with members a suitable date and time.

Keith is to meet with the open uppers regarding the procedure for when a potential new member arrives at a roll up. It was agreed that those who have not played before must receive some tuition. The various leagues have now started but it is early days as yet.

Maria Romano, treasurer reported that she has had two meetings with Jeff Perry who has formally handed over the post of treasurer. New signatories will be needed for the cheques. Maria will check with the bank what I.D. will be required.

Maria will be handling new membership applications. She will send out the welcome letters which will be signed by the club secretary. Those visitors who came to our Open Day will need to be followed up. Maria is to circulate the list of visitors who attended so that club members can identify them.

It was felt that we need some small receipt books for monies that are paid such as for club shirts. This will ensure that we know exactly who has paid for what.

Jen Preece, acting secretary reported that she has produced the draft minutes for the AGM. These are currently with Henry Parlour, president.

Sue Hunt, social secretary reported that a good number of club members have put their names down for the Xmas Dinner Dance. Monies for this event need to be paid to Sue as soon as possible.

3. Sub Committees

There was no meeting of Bowls Portugal in October. The next meeting will be held on Wednesday November 14th.

4. Sponsorship Reports

David Russell reported that he has received no response from Janet Tartaglia, Ibex, with regard to the new score cards. As the cost is relatively small David asked if anyone knew of someone who might be prepared to sponsor us ?

5. New Membership Applications

None, but the visitors from the Open Day will be followed up.

6. Action List items

- a. Although our relationship with ASCA is currently in abeyance, the club still holds charity monies. It was agreed that cash donations are open to misuse, therefore the money could be used to buy blankets etc. for the winter. There is also a need for unwanted clothes if any member wishes to donate them
- b Finesco must be chased again (3rd time) for a reply regarding the filing of 2011 12 tax returns for VBC.

7. Any Other Business

a. Constitution Review Update

The proposed new constitution and rules have been amended as agreed at the AGM and, once approved by the President, will be presented to a Notary by David Russell, the agreed Club representative, supervised by Valter Duarte, the lawyer retained by the club, for registration and certification. This process also requires completion of the new style ACTA book and club record, which will contain the minutes of the October 2012 AGM and a precis translated into Portuguese. The draft minutes of the AGM are currently being edited and the precis has been given to the translator.

b. Green Care Update

The green keeper is awaiting chemicals to treat the green. The irrigation is now working well with no run off. The green may need to be mown closer.

c. Volunteers for Garment and Trophies Org.

Roma Gilchrist and Pat Collins have agreed to take over this job. David Russell is to brief them and hand over his stock of shirts and caps A lockable storage cupboard will be required.

c. Bowls inventory.

This matter was discussed at the AGM, querying whether any bowls had been removed from the rentable stock. An inventory taken on Oct 29, has shown that no bowls are missing, in fact we have an extra set added during 2012. It was agreed however that a better procedure was required to ensure that bowls did not go missing and the 'Open

Uppers' will be instructed to identify those needing bowls and ensuring they were returned at the end of the game.

A lockable cupboard will also be required for our stock of bowls. Maria suggested that suitable cupboards might be obtained from the auctions at Estoi and will report.

d. Small Trophies

David suggested that a small supply of trophies, with the club's insignia, should be held in readiness for events. This would save a lot of time and effort. He will obtain a catalogue for our next meeting.

e. AGM Results

It was agreed that the AGM was successful.

f. Fiscal Chairman

David Russell, chairman, proposed that Terry Kerr our Fiscal Committee Chairman should attend the Management Committee Meetings. There was unanimous agreement.

g. Green and Closure Dates for Christmas

It was agreed that the final rollup of the year be held on Wednesday December 19th. After which the green would be closed for rest and maintenance until reopening on Wednesday January 2nd. It was suggested that the roll up on the 19th be a fun roll up and lunch at a venue to be chosen by Sue as it is presumed that the Don Camillo restaurant will be closed at that time.

h. Quiz Night

Sue Hunt, social secretary, was asked to see if there was support amongst members for a quiz night in November. Saturday 17th or Saturday 24th were suggested dates. Brian Pullen is to be asked if he would set the quiz and be quiz master. It was felt that there should be a low entry fee, and a 6.30 for 7pm start. The use of the restaurant, while agreed in principle by Flor and Jorge, needs to be discussed in detail as VBC is a non profit making entity.

i. Other

It was agreed that the club email circulation list would need to be reviewed to reflect membership changes and to omit people who were no longer members.

8. Date of the next meeting

Wednesday November 28th at 2pm.