

## Valverde Bowls Club Management Meeting December 19 2012

Minutes/Note for record

This meeting was held via Internet email exchanges as many MC members are out of the Algarve for the Christmas holidays. It therefore comprises the first Virtual MCM.

### **Contributing members:**

David Russell [Chairman ] Maria Romano [Treasurer ] Jen Preece [Acting Secretary ]  
Sue Hunt [Social Secretary ] Terry Kerr [Fiscal Committee Chairman ]

A notice, requesting responses/comments to the previous minute of November 28 was sent on 17 December 2012 to all members of the Management committee. This note for the record was sent as a draft to the MC for agreement before formally placing on the record.

### **1 Previous minutes and matters arising**

- The minutes of November 28<sup>th</sup> 2012 were accepted.
- Photograph of the Blood oxygen machine is expected shortly from the charity ASCA
- The closing date for our first club tax return is May 2013. Maria has spoken to her accountant who has agreed to a one off fee of €200 for the preparation and filing of the return which must be an official account (a TOC). She will also discuss with him whether we need to do returns for past years.
- As most membership renewals are now in, the 2013 budget can be completed.
- Documents are being assembled from Maria Romano, David Russell and Jennifer Preece to prepare for changing Bank signatories.
- The new cupboards for locking up club clothing and the rentable bowls are now in place and keys have been given to Pat and Roma.
- Sue Hunt has completed her review of the trophy catalog and it will be passed to another MC member at the next MCM.
- Terry Kerr will arrange for the Portaloo to be emptied in January as it continues to be used though it is being offered for sale.

### **2. Treasurer's reports**

- A short report was provided by Maria Romano, which shows a continued small but healthy balance which should stand us in good stead for the coming year. Members are reminded that if they wish to examine the actual report, they can ask Jen Preece, the Club secretary.
- Membership status  
We have 14 full members and 28 PAYP- total 42.  
Still waiting to hear from the Smiths, and the Ives.  
Two new intending members (Mel and Susan Knickle) applied on Sunday Dec 16

### 3. Social secretary's report

- Xmas lunch at The Lemon Tree restaurant was very good, but members had drinks at Don Camillos after the fun game before going. Flor presented the club with a cake and the club presented Jorge and Flor with a large Poinsettia.
- Brian Pullin has agreed to host the club quiz night Saturday January 26<sup>th</sup>, but costs and format have yet to be agreed. This will have to be the subject of a special meeting as soon as the club reconvenes after Jan 2. It is not yet clear if Dom Camillos will agree to VBC taking over the restaurant on a Saturday night to the exclusion of other customers. VBC may have to guarantee a minimum number. So far the list of interest on the notice board contains only about 8 names and the event will need to be re-publicised by Sue Hunt.

### 4. Sub Committees

- Publicity
  - Alan Preece has managed to get a photo of the VBC xmas dinner into the Portugal News and another of the Fungame of Dec 14 may appear next week.
  - A piece re the Xmas Fun game and lunch went to the Portugal News and should be in their Xmas edition. He will try to get something in every few weeks as these pieces are more visible than a simple advert and people always look at a picture.
  - Rollup info and the Club Secretary's phone number are included.
  - Alan met Harry of AFPOP who is in charge of the community site on their website. He will have our info on the site in the new year.
- Bowls Portugal
  - The chairman has formally informed Terry Kerr and Margaret Wilson of their roles as Club representatives Bowls Portugal. Ken Rawlins remain as the second representative and Margaret Wilson will deputise as required for Terry Kerr, which will help cover the times when one or the other is absent.
- Sponsorship
  - Katy Rexstrew of Premier FX and her Mother attended the Xmas dinner at the club's invitation, and met all the members
- Club Garment and Shop
  - Pat and Roma have been given a detailed programme to follow to get the estimating and ordering of new PFX shirts under way so that everyone will be properly equipped ready for the new league season. A special meeting will be set for early January to push the programme along

### 5. Other Business

- The translation of the new constitution is still awaited before a meeting can be set with the Notary to certify the new constitution. This will now not take place until the new year. Jeff Perry has provided a draft of the club Code of Conduct that needs to be a part of the record and will shortly be available on the website.
- **Date of next meeting**  
Suggest Wed. Jan 30.