

Proposed Minutes of EBUA Executive Meeting

18th December 2020

Held virtually

Present	Angie Thompson (Chair)	AT
	Greg Brown	GB
	Bernie Hill	BH
	Jessie Clark	JC
	Vic Perry	VP
	Alexander Wilson	AW
	Maxine Groce	MG
	Colin Wilson	CW
	Bob Penny	BP
	Carol Watt Sullivan	CWS
	Steve Alway	SA
Guest	Allan Thornhill (Chair of Constitution Sub-Committee)	A Th
Apologies	None	

Minutes

Item	Notes	Actions
1	<u>Welcome</u> AT opened the meeting and welcomed all	
2	<u>Apologies:</u> None	
3	<u>ISC Updates (VP and BH)</u>	

	<ul style="list-style-type: none"> • Copies of the Roles and Responsibilities document have been circulated, approved and placed on the website • Amends to the document suggested by the Executive have been incorporated • The information which was in the previous Constitution document will now form part of a Policy Document, as recommended by the Constitution Sub-Committee • Application Form to be circulated to the Executive and placed on the website in the new year 	VP and BH to circulate and post on the website
4	<p><u>Constitution Sub-Committee Updates (A Th)</u></p> <ul style="list-style-type: none"> • Interim report produced and shared. The Sub-Committee have had a good look at the current document and bench marked this in terms of Constitution documents from Bowls and other sports, at grass root, National and International level • The general aim was to revise the document and revise accompanying Policy and Guidance Documents • Thanked of the members of the Sub-Committee for their hard work and dedication, including weekly meetings and specific work between the meetings • The timeline regarding the 6 month deadline is on track • The Constitution and Policy documents circulated remain draft documents • The intention with all documents is that they contain clear and simple language • The Sub-Committee welcome feedback • Any feedback to be sent to BH • The date of the next meeting is 6.1.2021 • Vote of thanks received the Chair 	<p>The development of the Policy and Guidance documents remains ongoing</p> <p>BH to collate responses and share with Sub-Committee</p>
5	<p><u>Minutes of previous meeting</u> The Minutes of the previous meeting held on 25.10.2020 were read and approved by the Executive. Proposed by VP Seconded by CWS Carried</p>	Approved Minutes to be placed on the website (BH)
6	<p><u>Matters arising</u> None</p>	
7	<p><u>Chair's Report/Update</u> AT provided an update regarding correspondence received.</p>	
8	<p><u>Correspondence</u></p>	

	<p>All correspondence recorded, the main items being:</p> <ul style="list-style-type: none"> • Discussion with BE regarding schedules. This will be sent in due course • Communication with BE regarding appropriate measuring equipment. Reference has been made to the <i>World Bowls Umpire Development</i> document • As part of their Communications Strategy BE would like to post/promote on the Association's behalf (approximately once a month) • Feedback re laser measures was shared, i.e., concerns regarding accuracy, cost etc. • 3 retirements have been received and noted 	BH to liaise
9	<p><u>Secretary's Report</u> There's not much to report that has not been covered in other sections.</p> <ul style="list-style-type: none"> • Shorts It was proposed that EBUA shorts would be available from Aceit and a link would be placed on our website. The Executive agrees to give formal permission to Aceit to use the EBUA logo in the production of the shorts. Proposed by JC Seconded by GB Carried • Website development Having spoken to the webmaster permission is sought to allow the website to be refreshed and updated. A link to the test website design will be shared and Ron will be invited to the next meeting to share ideas and receive feedback. Proposed by CWS Seconded by MG Carried • Amendment to contact details available on the website. BH listed necessary amendments. Proposed by JC Seconded by SA Carried 	<p>BH to confirm with John Bell and liaise with Ron Eden regarding website post</p> <p>BH to liaise with Ron re website development.</p> <p>BH to share the link and meeting invite</p> <p>BH to liaise with Ron regarding the necessary changes</p>
10	<u>Treasurer's Report</u>	

	<ul style="list-style-type: none"> • Not much happening financially at present • Access has been secured to the EBUA PayPal account. The details for this are not currently on the website. These were removed following an Emergency Executive meeting (JC, AT, AW and BH) • Merchandise stock levels confirmed with Nigel Hewitson • Currently contacted members who have not paid their membership for 2019. • Reminders to be sent (AW) and posted on the website (BH) • Encouragement for members to pay their membership fees online • Some signed Membership form are not currently available. AW asked if this information should be re-collected from the membership. • Membership cards will cease to be issued • All member to be contacted to confirm their details and give GDPR consent • New membership numbering system to be introduced in 2021 • Area Secretaries will be provided with a list of current members in mid-January 2021, followed by 6 monthly updates. Ongoing, new members notifications to continue. • Officers expenses and honoraria to be considered. BH to circulate information and comments will be collated and shared at the next Executive Meeting • 2019 accounts, profit and loss accounts. Total costings considered and shared with the meeting • Stock take to be completed at the end of each year • Need to look at re-ordering copies of the manuals 	<p>AW Membership form amendments</p> <p>AW to acknowledge membership payments and send proforma to check details and seek GDPR consent</p> <p>To be added to the agenda for the next meeting Thought to be send to BH who will collate these for discussion at the next meeting</p>
11	<p><u>Development Officer's Report</u></p> <ul style="list-style-type: none"> • All activities currently on hold, awaiting future news • Ongoing safety measures are ready to be implemented when Workshops etc. can restart • The Teams are ready to go when restrictions ease • Area Secretaries encouraged to keep in touch with new candidates 	<p>Action: Area Secretaries</p>
12	<p><u>Area Secretary's Reports</u> <u>Area 1</u></p> <p>I understand from two candidates they have passed their Regional Workbooks. I will add their names to the list of those awaiting a workshop.</p>	

<p>The directors of Hornsea IBC have given the go ahead for MAC to be held as soon as we are in a position to restart them.</p> <p><u>Area 2</u> Not much to report. A Workshop was organised for Sleaford IBC, pre-lockdown. This has been cancelled due to the current situation. All clubs in the area are closed. I have kept in touch with the Club and they are more than happy to welcome us back, when permitted.</p> <p><u>Area 3</u></p> <ul style="list-style-type: none"> • As a way of introducing myself I contacted the County Associations on Area 3, anticipating rising charges for venue hire from Clubs. The Counties have made donations to training in their Area. • Contact has been made received from a new Regional Umpire regarding officiating at a DBE event. An experienced Umpire has been appointed alongside. <p>Comments</p> <ul style="list-style-type: none"> • CW discussed how he was in touch with VIBE regarding officials • AT will contact Mo Monkton • This is a great time to reestablish links and develop opportunities <p><u>Area 4</u></p> <ul style="list-style-type: none"> • Workshop at Arun IBC postponed • 6 new Regionals and 2 Nation Upgrades are awaiting a Workshop and Assessment Session • In regular contact with the new candidates • A retired member has donated a kit which will be reallocated in due course <p><u>Area 5</u> Small Workshop and Assessment session was successful. All other now on hold.</p> <p><u>Area 6</u></p> <ul style="list-style-type: none"> • Confirmation sought regarding how much experience was needed currently for a candidate to sit the National Upgrade 	<p>Organisations will be encouraged to contact BH who disseminate information to Area Secretaries.</p>
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	VP conformed that any candidates would need 2 years' experience, signed off by their Area Secretary.	
13	<u>Website</u> <ul style="list-style-type: none"> • Mostly covered in Secretary's Report • BH to liaise with Ron re necessary changes • AW confirmed that the PayPal was now functioning and linked to his email. The Executive agreed to leave the PayPal option off the website at present, whilst other possibilities are investigated. BH suggested looking at World Pay. 	Action: AT and AW will investigate World Pay
14	<u>Friendly Games</u> <ul style="list-style-type: none"> • EIBA at Tamworth IBC 21.1.21 at 12.30 • Ross on Wye 16.5.21 	To be discussed at the next meeting when playing conditions may be clearer. BH to contact EIBA regarding the game on 21.1.21
15	<u>Any other business</u> JC will look back at records pertaining to Officer's expenses. Information will be circulated by BH.	JC to send info to BH BH to circulate to Executive

Meeting closed at 10.00 pm

Date of next meeting: Saturday 27th February 2021, at 10.00 am