

BALAIA BOWLS CLUB

ANNUAL GENERAL MEETING

TUESDAY 19TH SEPTEMBER 2017 AT 12.30 PM

BALAIA CLUB HOUSE

AGENDA

1. Welcome by the Chairman
2. Apologies for Absence
3. To approve the Minutes of the Annual General Meeting held on 23rd September 2016
4. To receive a report for 2016/2017 from the Chairman
5. To receive a report for 2016/2017 from the Secretary
6. To receive a report for 2016/2017 from the Club Captain
7. Accounts
 - a. To consider and to vote on the Accounts for 2016/2017
 - b. To receive the Balance Sheet as at 31st August 2017
8. To elect Officers
 - a. Chairman
 - b. Secretary
 - c. Treasurer
 - d. Club Captain
 - e. Club Vice-Captain
 - b. Social Secretary
9. To elect a Representative to the Bowling Committee
10. To agree the annual subscription (see Note 1)
11. To consider and, if thought fit, accept changes to the Club's:
 - a. Constitution
 - b. Rules
 - c. Disciplinary Procedure(Note: a comparison between the current and proposed documents is included with this Agenda)
12. To consider and, if thought fit, pass the following Resolutions proposed by members:
 - a. To elect a Rink Keeper (see Note 2)
 - b. To elect a Fund Raiser (see Note 3)
 - c. To elect a Competition Secretary (see Note 4)

- d. That the dates for Management Committee Meetings be circulated, together with the Agenda, and that the Minutes be circulated thereafter (see Note 5)
 - e. That the dates for Bowls Algarve Committee Meetings be circulated, together with the Agenda (see Note 6)
 - f. That the two Bowls Algarve Representatives should be drawn, elected and agreed by the members at each AGM from the Officers of the Club and that those members should thereafter report back, in writing, to the members with full voting rights (see Note 7)
 - g. That no Committee member shall be permitted to be elected to or hold more than one place on the Club Management Committee (see Note 8)
 - h. That the Club Captain, together with the Bowling Committee, shall take responsibility for drawing up a training schedule for all players (especially of new or novice members) and shall arrange any extra team practice games (see Note 9)
 - i. That the name of the second team shall be changed from 'PODS' to 'Orcas' (see Note 10)
13. Closure of the formal part of the meeting when it is then open to members for a general discussion
14. Date of Next Meeting

Notes to the Agenda

Note 1

The annual subscription is currently €10. The Management Committee recommends retaining it at this level but, additionally, allowing it to be reduced to €5 for those members joining at any time between 1st March and 31st August.

Note 2

This Resolution has been proposed to ensure that there is a member responsible for ensuring the markers are moved regularly to keep the green in good condition and liaising with Balaia Golf Greenkeeper on any work schedule, while also liaising with the Club Captain and Club Vice-Captain to arrange optimum conditions for competitive matches.

The Management Committee does **not** recommend passing this Resolution. In the past it has always been difficult, if not impossible, to find enough members for the Management Committee (and this comment applies equally to the two Resolutions at 10b and 10c). There is a list displayed in the equipment store by the green showing when, and to which colours, the markers should be moved. The moves are made, generally, by one member but that does not prevent other members checking whenever necessary.

Note 3

This Resolution has been proposed so as to make one person responsible for ideas, arranging and managing the Club's Fund Raising Efforts, both for the Club itself and charitable donations, liaising with the Club Chairman and Treasurer.

The Management Committee does **not** recommend passing this Resolution. The Committee believes that this role can be carried out within the remit of the Social Secretary with help from the Secretary or other Committee members if required.

Note 4

This Resolution has been proposed to give the Representative on the Bowling Committee an additional responsibility; making that person responsible for ensuring internal club competitions do not clash with external club competitions, and that they are run throughout the year. Also responsibility for arrangements for play within these competitions and running the competitions and liaising with the Bowling Committee. Additionally responsibility for collecting, collating and circulating all internal competition results. It is suggested that the provision of trophies for internal competitions will be a good way to utilise the Club's funds and that this appointment would help spread the work of running the Club.

The Management Committee does **not** recommend passing this Resolution. Currently these functions are carried out by members of the Committee and this arrangement has worked well. The Club already has trophies for internal competitions and many of these have yet to be awarded.

Note 5

The Management Committee does **not** recommend passing this Resolution. If members wish to put forward questions or concerns for the Management Committee to discuss then those concerns should be sent to the Secretary who will arrange for them to be included on the next meeting's Agenda. Any necessary response will then be sent to the member(s) asking the question or raising the concerns. Consideration is being given to having a members only page on the website where copies of the Committee Minutes can be posted.

Note 6

The Management Committee does **not** recommend passing this Resolution for the reasons set out in Note 4.

Note 7

The Management Committee does **not** recommend passing this Resolution. The two representatives will always be drawn from members of the Management Committee and that Committee must be permitted to decide which two members are most suitable for the role.

Currently the details requested by this Resolution are not circulated outside of Bowls Algarve and any change to that procedure will have to be agreed by them – and it is considered that this is unlikely to happen given that organisation's Constitution.

Note 8

The Management Committee does **not** recommend passing this Resolution. As stated in Note 2 it sometimes proves impossible to fill all the places on the Management Committee; but if a member is prepared to fill a second role in order to fill a vacancy then that offer should not be rejected.

Note 9

The Management Committee does **not** recommend passing this Resolution. There are members who have said that they will assist with training and the Club Captain and/or the Bowling Committee will obviously give what help they can but it is better for committed members to carry out the actual training.

Note 10

The Management Committee **recommends** passing this Resolution.