

DESBOROUGH BOWLING CLUB

MANAGEMENT COMMITTEE

MINUTES OF MEETING HELD ON TUESDAY 19th APRIL 2022 at 10:00AM

PRESENT: John Bucknell (President and Chair)
Roger Wyatt (General Secretary)
Paul Patel
Bruce Adams
Jim Macpherson
Mike Whittingham (Deputy President)
Maureen O'Reilly
Jacinta Monteiro
Brian Harris
Mark Peachey
John Davis
Geoff Lofthouse

1.0 Welcome

1.1 John Bucknell welcomed members present.

2.0 Apology for Absence

2.1, Mark Essex and Jas Notay

3.0 Reports from: -

3.1 Indoor Section

3.1.1 All league fixtures will be completed by the end of the season.

3.1.2 Most of the scheduled indoor Friendly Match fixtures have now been completed.

3.1.3 The Finals of the Club Competitions are now scheduled to take place during Finals Week (w/c 25th April). Full details of the match schedules for this week to be published over the next few days.

3.1.4 Match Markers and Umpire(s) will also be appointed to officiate at Finals week.

3.1.5 The Easter Tournament was held on the 16th of April and was a great success. The winners were Len Essex, Norma Cormican and Marina Bignell.

3.1.6 The new "Honours Boards" using typed text and display cabinets are being prepared. Thanks to Jennie Macleod, Indoor Secretary, who has taken the lead in researching the files and providing most of the missing historical data.

3.1.7 The merits of finishing the indoor season a week earlier than usually planned was discussed with the potential benefit being to avoid the clash/overrun with indoor finals week and start of the outdoor season. It was agreed we would review the fixture situation and report back.

3.1.8 It was agreed that a list of Markers would be compiled and published on the website and on the Club's Noticeboards. The suggestion that markers could only be used if qualified by either 2-year bowls experience or completion of a markers course was discussed however, whilst it was a good benchmark for more serious matches, it could be deemed to be unnecessary for club internal matches.

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3.2 Outdoor Section

3.2.1 All Outdoor Fixtures for 2022 have now been confirmed and the new Members' handbook printed and distributed. Unfortunately, the first match, versus Tilehurst, has been cancelled as it was due to take place before our outdoor green was opened.

3.2.2 We have registered to participate in the BE sponsored "Bowls Big Weekend" which will run from the 27th to 29th May. DBC' involvement will include primarily an "Open Day" on Saturday 28th May 2022. The advertising of the event to include, local leaflet drops and display of the DBC banner on our neighbours' fence. The banner is in store and will be amended to show the new date and time.

3.2.3 With the Outdoor Season approaching it was agreed we would adopt a new "framework" document, defining procedures and practices which must be followed for all our outdoor bowling activities. Who does what, who the captains are (by month), who are in the various the KL and KLV captains, who makes the tea/refreshments etc. etc. The approved "Friendly Match Procedures Framework" document has been posted on the website.

3.2.4 The management of the green for day-to-day use, Friendly, KLV and KL matches etc. were discussed in terms of, who would be responsible for dressing the green and placing the protective mats as required before play? It was agreed that, for each match, selected club playing members would be nominated (4 persons from selected home team(s)) to arrive at least 45mins before the match start time to prepare the rinks. The question of whether the green mats should be used would be subject to advice from the green ranger. At this time, to protect the green, it is thought that mats will be necessary for the complete month of May.

3.2.5 It was confirmed that the Match Fee for Friendly matches will be £8.00 (to include one course meal) and for KL and KLV matches £3.00.

3.2.6 The use of the maintenance gate giving access from the car park to the outdoor green was discussed. The original purpose of this gate was for maintenance access only. All access to the Club facilities, both indoor and outdoor, was originally designed to be via the Main entrance. This policy was deliberate to ensure we monitored who was on the premises, provided security to all, and exposed all members and visitors to the bar and catering facilities available on site. Additionally, the Changing Rooms and toilets were also easily available from the Main Entrance.

A proposal to **keep the gate locked and return to access via the Main Entrance** was tabled and agreed unanimously.

4.0 Minutes of the last Management Meeting held on 15th March 2022

4.1 The minutes of the last meeting were approved on a proposal from Mark Peachey, seconded by Geoff Lofthouse and duly signed by the Club President as being a true record of those meetings.

5.0 Matters Arising from the last Management Meetings held on 15th March 2022

5.1 *Theresa May attended on the 1st of April and officiated at the tree planting ceremony, arranged to commemorate the Queen's Platinum Centenary.*

5.6 *The proposal for the Club to adopt a new "modern" style of bowls shirt for Desborough, for use of those members selected to play in the National Competitions, had been agreed in principle. Approval of the agreed design has now been received from both BE and EIBA.*

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5.7 Following further discussions as to the practical issues of who purchases the new shirts, it was agreed that we would actively seek a sponsor(s) for the initial expenditure required (50 shirts x £30 = £1,500.00) Four sponsors have been approached to date and we are now awaiting their decision(s). It was agreed that we would confirm information regarding the number of shirts, sizes etc asap so we are ready to proceed with the order immediately once the sponsorship has been agreed.

5.9 Generally, all other matters arising are included in the current agenda items.

6.0 General Secretary's Report

6.1 The Club is now operating successfully with only a few members reporting cases of Covid, none of which have proved to cause serious illness.

6.2 Club membership has increased over the last month with the membership categories as follows: -

Full Member	110
Indoor Member	400
All Year Indoor Member	18
Social Member	80
Junior	0
Life Member	10
Total	618

6.3 The standard of catering has much improved over recent months and, as Emanuela's have now established their business.

6.4 Commercial bookings are progressing with regular bookings for all areas.

6.5 The new software for the proposed information monitor has now been installed and is ready for use. It was agreed that the software would feed a new monitor located on the wall over the coffee machine dispenser, as this is the best location for all to see from the Bar area. Quotations have been requested for the cost of the work.

6.6 The "Bus Shelter Move" from its current position adjacent to the ramp, to be carried out ready for the start of the Outdoor Season (May 1st). David Smith is arranging the required building works with a start date of Thursday 21st April having now been agreed.

8.0 Social Events

8.1 Brian Harris presented his report on the Social Events, both completed and planned. The profitability of all the events was commended and Brian and his team thanked for their considerable efforts in ensuring all the events are successful. The new social event leaflet for 2022/23 is now available.

8.2 A list of events planned for the forthcoming 12 months has been prepared and a new Social Event Leaflet has now been produced and made available to all members. Many thanks to Brian Harris, Social Chairman, and his team for all their valued efforts.

8.3 It was noted that the next Cabaret Night, Blue Beatles, scheduled for Saturday May 14th, is currently undersold and further promotion is required over the next week.

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9.0 Marketing/Open Day/Coaching

- 9.1 The next Club Coaching Course (6 weeks) will be held following the BE “Bowls Big Weekend”, scheduled for Saturday 28th May 2022.
- 9.2 The Club banner to be used for permanent display on our neighbor’s fence on the main road. Wording to be adapted to suitable for generic message – “Welcome to Desborough Bowling Club”

10.0 AOB

- 10.1 The current WIFI sign-in for visitors is very unwieldy and appears to have an unnecessary initial request for input – only the person’s name and e-mail address should be sufficient?
[RFW to contact the Club’s IT consultant, James Hillier, to discuss possible changes to make life easier and to confirm the security and integrity of our WIFI.]
- 10.2 A new “Buddy” system to be introduced to ensure new members are looked after when they join. A paper from David Cormican (Indoor Committee Member) was agreed and adopted for future use with a suggested initial trial of 10 new members. *(See below)*
- 10.3 With the large increase in electricity prices, it was again thought appropriate that we should investigate the possible installation of solar panels to the Indoor bowling rink roof. The initial reports were not favorable at the time the site was developed, particularly in terms of the considerable time projected for the repayment of capital, however, with the current considerable increase in energy costs this situation may well have changed.
- 10.4 Following requests from members, to have sight of the Management Committee Meeting Minutes, it was agreed that, whilst the Minutes must remain confidential between members of the Committee, a redacted version would be published on the Club’s web page to inform members as to the Club’s operations and any actions being taken. The edited version will remove any personal or other sensitive matters or discussions which should and must remain private.
- 10.5 Jim Macpherson is planning to move from the area in the near future and has therefore resigned from all the Club Committees he is involved with. Jim has been a tremendous support over the last years and his contribution to the Club has been greatly appreciated. The President thanked him for all his hard work and wished him, and Gill, good fortune, and good health in the future.

11.0 Date of Next Meeting

Tuesday 17th May 2022 at 10:00am

Roger Wyatt
General Secretary

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GENERAL SECRETARY'S REPORT

MANAGEMENT COMMITTEE MEETING 19th APRIL 2022

The following items are noted:

1.0 Generally

- 1.1 The Club has returned to "normal" operations.
- 1.2 The Internal Competitions are also now well advanced with Finals Week scheduled for w/c 25th April. The Outdoor rinks will also open on Monday 25th April (subject to final inspection of green)
- 1.3 All the Friendly matches have now been played.
- 1.4 Income from Green Fees has been consistent, with up to 50 members (a record!) taking part in the organized roll-ups, on Mondays and Wednesdays.
- 1.5 Commercial Revenue has increased with bookings back to pre-Covid levels.
- 1.6 The new Caterers, "Emmanuel" have continued to give a good service and the standard of food being served has improved substantially. We are now receiving a rent of £400.00 per month as from the 1st of March 2022.
- 1.7 The monthly plan/rota of volunteer tasks has continued making use of those members who had volunteered to help.
- 1.8 A new dishwasher for the Staff Kitchen has been installed this month – estimated cost for purchase and installation is £260.00 (N.B. £215.00 already raised +an additional £45.00 to pay for salt etc.) Thank you, Val Wyatt, for raising the money and to David Smith for installing the machine.
- 1.9 It is proposed that we move the Bus Shelter immediately in front of the balcony area and relocate to the Southwest corner of the Outdoor Green surround. This will allow an unobstructed view of the green. The move will be carried out by our members and works will be carried out in April 2022 (David Smith to organize)
- 1.10 Theresa May officiated at our "plant a tree" ceremony held in commemoration of the Queen's Platinum Anniversary. The tree planting was carried out on Friday 1st April at 2:00pm and the ceremony was attended by the Mayor of Maidenhead and the Mayoress together with other local businesspeople and club members. Thank you to all the members who donated £500.00 towards the cost of the tree and planting.
- 1.11 The official Queen's Platinum celebrations are to be held 2nd to 5th June and the Club will be arranging their own celebration to mark the occasion.
- 1.12 An in-house Easter Tournament has been arranged for Easter Saturday, 16th April and all entry fees are to be donated to the Ukraine Relief Fund
- 1.13 Friday Club has also been very successful with between 30 and 45 members attending on a regular basis.

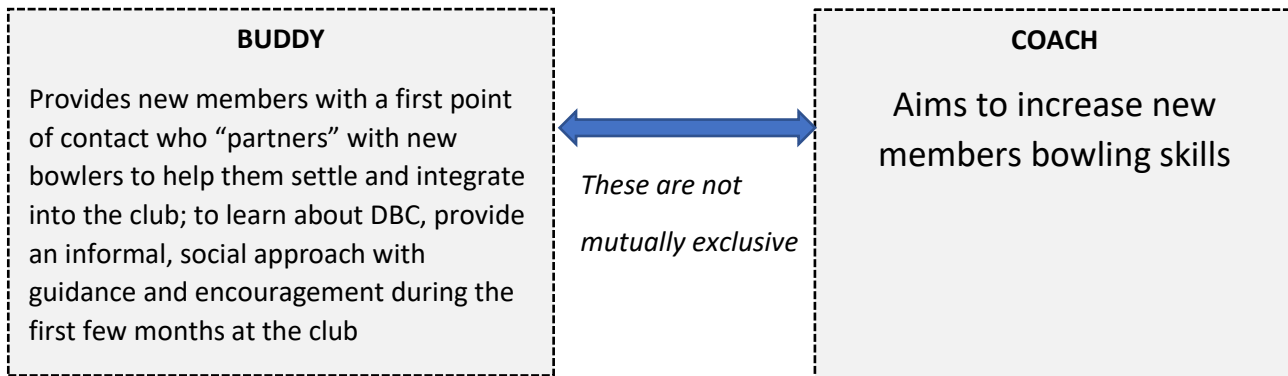
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Proposal to introduce a Buddy system

Purpose

To help build a positive personal connection between new bowlers and DBC

Difference between a Buddy and a Coach



Characteristics of a Buddy

- Experienced bowler and club member
- Willingness and ability to welcome and mentor new members as needed
- Commitment to DBC
- Desire to guide new members with patience
- Has time to be accessible to new members
- Has good knowledge of bowling rules and etiquette
- Has good knowledge of the club’s activities such as Roll-ups, Friday night social bowls, leagues, friendly matches, and social events at the club
- Has good communication and interpersonal skills
- Is well regarded by DBC members

Benefits

- Establish rapport with new members
- New bowlers feel welcome
- Integrate into DBC culture
- Gain in confidence
- Higher retention
- Generate interest

Some guidelines for BUDDIES

- Focus attention on your new bowlers and what they need
- Be patient – relationships take time to develop
- Don’t try to cover everything right away

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- Maintain a positive attitude
- Share information about yourself, be flexible and open
- You are not expected to be an expert on everything at DBC
- Don't try to force a relationship. Be available but give new bowlers time to adjust to you and feel comfortable with using you as a supportive resource.

Buddy checklist

During OPEN DAY

- Buddy Introduction, explain the role of Buddy (distinct from coach)
- Integrate with new bowlers, for example as part of their team participating in bowling
- Supporting the coach during the initial six-week coaching sessions
- Fostering a good rapport with the new bowlers

Post OPEN-DAY and the six-week coaching sessions

- Maintain communication with the new bowlers
- Provide information and encouragement
- Ensure they are familiar with the DBC website
- Respond to any queries they may have regarding types of bowls, dress-code, club notices and etiquette on the green.
- Encourage them to attend morning roll ups, Friday evening social bowls and the club's social events
- Explain the club's various leagues, competitions, friendly matches
- Connect new bowlers with other new bowlers
- Arrange a few informal roll-ups after the completion of the initial six-week coaching sessions
- Advise new bowlers of the opportunities for further coaching
- Make them aware of the club's programmes of social activities