

Minutes of EBUA Special Executive Meeting

10th April 2021

Held virtually

Present	Angie Thompson (Chair)	AT
	Greg Brown	GB
	Bernie Hill	BH
	Vic Perry	VP
	Alexander Wilson	AW
	Maxine Groce	MG
	Colin Wilson	CW
	Bob Penny	BP
	Carol Watt Sullivan	CWS
	Steve Alway	SA
	Jessie Clark	JC
Apologies	None	

Minutes

Item	Notes	Actions
1	<u>Welcome</u> AT opened the meeting and welcomed all	
2	<u>Apologies:</u> n/a	
3	Minutes of previous Executive Meeting held on 27.2.2021 Proposed: MG Seconded: CW	BH to place of EBUA website

	Accepted by the Executive	
4	<p>Matters arising</p> <ul style="list-style-type: none"> • AT to provide a 'Spring Update' to be posted on the website • Paypal account: ongoing • Contact made with S Watson at Disability Bowls England regarding the EBUA becoming an Associate Member AT and VP to attend training session with DBE • High quality logo: ongoing • Ross on Wye Friendly: Suggested rearranged date submitted by the club • ISC: suggested amendment made to Application Form • Workshop and examination dates to be placed on website as they are confirmed 	<p>Action: AT Action: AW</p> <p>Action: AT and VP Action: BH Action: BH to place information on the website</p> <p>Done Action: VP and BH</p>
5	<p>Chair's Report</p> <ul style="list-style-type: none"> • Contact made with Steve Watson at DBE. Training session arranged (see above) • Meeting with Lisa Graham at BDA. The BDA are currently appointing a new Safeguarding Lead Officer and are looking to adopt strategies across all codes. They are keen for the EBUA to join as a 'code' • New EBUA Strategy document needed 	<p>Action: Executive to look at this. Sub-Committee? BH: send Mission Statement to Executive members</p>
6	<p>Discussion: Constitution and accompanying Policies: Matters arising from Special Executive Meeting on 27.3.2021</p>	

	<ul style="list-style-type: none"> • It was agreed that some of the accompanying documents should be adopted with immediate effect (see below) • Amendments suggested: Roles and Responsibilities: <ul style="list-style-type: none"> - add Merchandise Officer - Area Secretaries are responsible to the Executive Committee via the Secretary - add in that members can submit a complaint to <u>any</u> Area Secretary - in roles of Area Secretary add an 's' to dispute and add 'if this cannot be resolved' • Membership Policy to be taken to the AGM • Disciplinary Policy to be placed on the website at a later date • Constitution Document <ul style="list-style-type: none"> - 8.5: All nominations to be made to the Secretary 28 days before the AGM/SGM Nominations for ISC personnel 21 days - 8.11: Notices for motions 21 days - 5.1/8.6: 28 days - Nominations can be presented virtually and physically - 3.1: should read Umpires and Markers 	
7	<p>Adoption of Policies from Sub-Committee</p> <p>It was agreed that the following documents be placed on the website as live documents:</p> <ul style="list-style-type: none"> • Roles and Responsibilities Document • Privacy Policy 	BH to liaise with Webmaster

	<ul style="list-style-type: none"> • Code of Conduct 	
8	<p>Merchandise</p> <p>Zip up fleeces to be reordered as they seemed to be still popular with member</p>	BH to confirm with Merchandise Officer
9	<p>Honoraria</p> <p>Payments to be made at the end of April</p>	Action: AW
10	<p>Correspondence</p> <p>All correspondence dealt with, including</p> <ul style="list-style-type: none"> - ISC Application Forms - ITO Application Forms - ITO Reaccreditation Forms - DBE contact - Queries from members - BE liaison 	
11	<p>Secretary Report</p> <ul style="list-style-type: none"> - Particularly busy time with meetings and general admin - Leamington application form ready for the website. Currently awaiting a detailed schedule from BE - Ross on Wye Friendly has been rescheduled for Sunday 25th July. Details to be posted on the website shortly - Upcoming meeting with Peter Thompson (EIBA) - In liaison with BE regarding decision from EBUA relating to DBS Clearances 	Action: BH to place form on the website (closing date 9 th May 2021)
12	<p>Treasurers Report</p> <ul style="list-style-type: none"> • 2019 and 2020 accounts have now been examined and approved and are ready to be published on the website • Leamington Office expenses discussed 	Action: AW to liaise regarding the publication of these

	<p>Appropriate amounts discussed. £40 per day was Proposed by JC Seconded by CWS Agreed by the Executive</p>	
13	<p>Development Officer Report</p> <ul style="list-style-type: none"> • Opportunities for Indoor duties will be posted on the website • Mentors are ready and alert to start their assessments etc. • Workshop and Examination dates will be published on the website as these come in 	
14	<p>ISC Update Upcoming Meeting on 18.3.2021 during which 12 applications will be considered.</p>	
15	<p>Area Secretaries Reports <u>Area 1: Maxine</u> A very successful virtual meeting was held with the County Coordinators followed by one with the Umpires. A virtual meeting is arranged for later this month with the Markers.</p> <p><u>Area 2: Colin</u></p> <ul style="list-style-type: none"> • All Mid County games have been cancelled • In the process of organizing Workshops and MACs once Clubs are able to reopen • Tests needed include: 12 new Regionals and 15 Retests • A MAC arranged for Nottingham has been reinstated in the Calendar 	

Area 3: Bob

Things are starting to gather momentum although final confirmation is awaited from some of the Area 3 counties on how the Government's Road Map stages will impact on some competitions and in particular those where multiple rinks are involved.

Following the last Executive Committee meeting I've been in contact with 37 umpires whose certificates have expired by 2020.

Responses are as follows

37 umpires contacted

16 umpires have confirmed they will be renewing once the workshops are scheduled.

7 umpires have confirmed they have or will be retiring.

8 umpires have stated they have incorrect expiry dates, and their certificates are still in date

8 umpires are still to reply and are being chased.

Information will be passed on to Alexander in spreadsheet format.

This exercise has been useful for several reasons but has highlighted that there has been a communication issue regarding training records and certificate expiry dates. Hopefully there will be close liaison between the Development Officer and the person responsible for membership records.

Area 4: Carol

Nothing major to report - still receiving info from those with outstanding certs (i.e., pre 2019 & 2020). Unable to progress much booking re workshops for autumn as clubs only due to reopen from

	<p>next week and some clubs have not made arrangements yet (though looking at venues where could hold). Awaiting further relaxation guidance from BE and EIBA as next round of relaxation of measures due after 12 April and then 17 May.</p> <p><u>Area 5: Steve</u></p> <ul style="list-style-type: none"> • Somerset MAC organised in May • DBE Finals: umpire allocation <p><u>Area 6: Alexander</u></p> <p>Dates and venues for final stages of County Championships/Competitions and Inter-County matches are awaited following BE's rescheduling of its Championships and Competitions.</p> <p>I have 2 Regional Umpires waiting to complete National upgrades, 1 waiting to complete Regional qualification, 3 Umpires with out-of-date certificates who need to complete a 4 yearly assessment and another 9 Umpires with 2019/2020 certificates valid to end 2021. Suitable Workshops need to be arranged as Covid restrictions allow.</p> <p>I have had a couple of requests for informal refresher sessions before umpires start duties again.</p>	
16	<p>Friendly Game: Ross on Wye Sunday 25th July 2021</p>	<p>Action: BH website information</p>
17	<p>Any Other Business GB: Vote of thanks to the Constitution Sub Committee</p>	

	Noted the good teamwork within the Executive	
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Date of next meeting: 15th May 2021, at 10.00

Meeting closed at 12.30 pm