**EXECUTIVE COMMITTEE MEETING**

**7.00pm 11th July 2018**

Duffus Park Bowling Club, Cupar.

 **MINUTES**

**Attendance Present:**

Rona McCraw – Chair

Robbie Nellies – Vice Chair

Philip Mould - Secretary/Treasurer

Michael Kavanagh – Sports Development Officer

Councillor Margaret Kennedy

George Sharp – DPBC

Elspeth Wallace – Fife Athletics

1. **Welcome and** **Apologies**

Rona welcomed the attendees. Apologies came from Jo Whittet, Mandy Strachan and Ian Bell.

**2. Minutes from last meeting**

The minutes of the last meeting on 17th May 2018 were approved; being proposed by George Sharp and seconded by Elspeth Wallace.

1. **Matters Arising**

The Chair raised the ongoing preparations for the SALSC Bowling Competitions for 2018. The Secretary conformed that the Womens entry fee had been paid to SALSC on 16th June 2018. It was confirmed that George Sharp would co-ordinate the Men’s entry.

**4. Secretary/Treasurers report**

Firstly, the Secretary confirmed the findings of the Grants Committee and reported that a grant had been awarded to Lundin Ladies Golf Club for the purchase of a Practice Net for the Junior Section. The sum in awarded was £451 in accordance with quotes supplied.

A grant submission from The Howe of Fife RFC had been deferred until formal quotes had been submitted for the production of Banner Backdrops. It was confirmed that such banners must contain EFSC logos in recognition of impending grant support. A request for polo-shirts was rejected outright.

The Secretary then explained that he had been particularly busy over the preceeding period with other business commitments and was finding great difficulty in allocating sufficient time to devot to necessary Sports Council duties. Under these circumstances he felt it necessary to tender his resignation due to conflicting commitments elsewhere.

He offered to remain in post until the forthcoming AGM in Sep 18. He proposed that the post be advertised in June/July with a view to an Interview Panel confirming a replacement by early August 2018. He would then undertake a comprehensive handover prior and up to the AGM date of Wed 12 Sep 18.

**5. Correspondence**

The following correspondence of note was confirmed:

1. Renewal of SALSC Membership.
2. Renewal of Sports Council insurance with Zurich was confirmed.
3. A letter of thanks from the Clackmananshire Sports Council for assistance given towards their Awards Ceremony and the Nomination process.
4. Confirmation that EFSC had not received invites to either the DSF Awards 2018 or the Active Schools Awards 2018.

**6. Sports Development Officer Report**

Michael Kavanagh spoke of the ongoing Summer Camps for all three senior school clusters with overall 190 children in attendance. Planning was also underway for 40 term time sessions with a variety of sports.

**7. Active Schools Report**

The Active Schools representatives were absent and it was explained that Lynne MacKenzie was returning to the fold to lead the Madras Cluster. Graeme Duncan was leaving to commence PE teacher training. Nothing further to report.

**8. Lead to Exceed**

The Secretary explained that the response for this event had been poor. Only 3 Clubs had responded (Howe of Fife RFC, Madras Hockey Club and NEF Jaguers). A revised date in the autumn, post summer holidays, was to be arranged with Laura Baxter and the venue (Howe RFC).

**9. Fife Sports Grants**

Michael Kavanagh confirmed that the new Fife Sports Grants were up and running. Application forms were available on the Active Fife website.

**10. Replacement Secretary**

The Chair confirmed that a revised Job Description and advertisement for the replacement of the Secretary/Treasurer had been actioned. A date for the Interview Panel for this appointment was set for Wed 18th Jul 18.

**11. AGM Preparation**

It was confirmed that in accordance with the Constitution Clubs would be invited to attend the AGM 2018 at least 21 days before the event. The venue at the Howe of Fife RFC for Wed 12th Sep 18 had been booked.

It was agreed that the annual subscription of £15 would remain unchanged.

The Secretary was to forward the Minutes of the 2017 AGM and a proposed Agenda for 2018 to the Chair for approval.

**12. AOCB**

The Secretary thanked the Executive Committee for their support with regard his participation in the LEPRA Edinburgh to St Andrews Charity Bike Race and confirmed that he had donated £75 to the charity in question. His bike was now on E-Bay for any interested parties.

It was confirmed that a Summer Nesletter would be produced in time for the AGM. Articles from Clubs were requested by the end of Aug 18.

George Sharp made reference to the ongoing Fife Council Lease Review and the likely financial implications for Clubs with Clubhouse facilities. The Chair agreed to update the Executive Committee when more detail was known.

It was agreed that the EFSC Quiz Night for 2018 would take place at the Howe of Fife RFC on Fri 16th Nov 18. The Secretary to book the venue.

**13. Date of Next meeting**

**Wednesday 03rd Oct 2018 at 6.30pm** for the grants committee (if required) and **7.00pm** for the full committee. Venue – Duffus Park Bowling Club.