

Some hints when taking County Office:

JVP – This year is an introduction to the workings of the county and sounds more daunting than it really is. Welcome to the Team. All Officers of the County will help, give advice and answer any questions that arise.

Check with the County Secretary the occasions when your club will be needed during the season when you are President and discuss them with your club.

Book a hall for your President's Day if your clubhouse is too small to accommodate approximately 60 sitting down to a meal. In recent years this has been about 30 - 50, so your clubhouse may be large enough. Think about the catering, table decorations, flowers etc. (A bit like planning a wedding reception!)

You could order your small gift for everyone on President's Day, to save worrying about them later. Probably need about 100 (ask those gone before you) because you can give them to people on County Match days, when you visit clubs for executive matches etc.

Discuss with the County Secretary the possibility of having a Presidential Day Trip during your year as President, so that the wheels can be set in motion. In recent years the special day out has been popular and we have booked 1 or 2 coaches.

It is a good idea to attend some of the National Championships at Leamington to get an idea of what goes on.

Attend Executive meetings and Council meetings (4 per year, both on the same day). Attend President's Day, Johns Trophy and Walker Cup matches, County Semi-finals, Finals and Unfinished Finals Days,

Attend County Friendly matches (10). On Away County Match days, if travelling by coach, run the raffle on the coach. Purchase 3 prizes (about £15 or less) and reimburse yourself from the takings. Give the balance to the treasurer. During the match keep the scores at 5, 10, 15, 18 and 21 ends. Meet your counterpart from other Counties and act as hostess to them on Home matches.

Other things are optional, example attending the Bowls England Presentation Evening and/or Awards Evening, but it is fun and educational to join in all that you can.

Attend the County Luncheon and if Bowls England are represented you propose the toast to them.

An allowance of £125 is given at the end of the year. Keep an account of the mileage travelled and give to County Treasurer at the beginning of September. 50p per mile is allowed for travel. We try to share transport as much as possible.

SVP

Do any other preparations that can be done in advance for your President's Day. If you decide to give the main working officers a small gift on your President's day, you could get these in advance if appropriate, as it is one thing less to worry about next year.

Book the dates for when your club will be hosting events during your Presidential year with the County Secretary. (President's Day, County Finals Day, Executive Match and on odd numbered years we host the match versus the Essex Men)

Keep on attending events, as in your Junior year, as much as possible to watch others and note what you will be doing next year. Assist the President.

At County Matches you are responsible for the flag and the scorecard holders.

Attend some of the National Championships at Leamington. One week allowance of £50 per night is paid by the County.

At the County Luncheon you propose the toast to Our Guests (if we have any). An allowance of £250 is given at the end of the year. Keep an account of the mileage travelled and give to the County Treasurer at the beginning of September. 50p per mile is allowed for travel.

Presidential Year

You will chair the Council Meetings. Decide on your charity.

Have photograph taken for the front of the County Handbook. Write an accompanying few words and get to the secretary by the beginning of January. Add your photograph to the record album.

Check with the County Secretary the wording for the invitation for your President's Day as she sends this out at the beginning of March. You pay for the meals on President's Day and the drinks for Top Table.

During your year you do not pay for meals at County Friendly Matches.

Keep an account of mileage travelled, and give to the treasurer at the beginning of September. 50p per mile is allowed for travel.

You receive a gift on President's Day and at the County Luncheon. You can choose and get them yourself or have them bought for you.

The secretary or treasurer will provide you with County headed notepaper and some envelopes for your thank you letters (sent after visits to clubs, but we don't have many of these) or you can use your own. Buy some postage stamps.

You need to attend the National Championships for the duration to support our players. £50 per night is given by the County for your attendance at Leamington.

The County Luncheon is organised by the County Secretary, but you will be consulted on the choice of menu. On the day you pay for the drinks for the top table. The County pays for the pre dinner drinks for the guests, if any. You give a small gift to each of the 5 main officers (Secretary, Assistant Secretary, Treasurer, SVP and JVP) and usually a smaller gift to the 4 Area Secretaries, 4 Area Selectors and Benevolent Secretary if attending the luncheon.

Possibly attend the Bowls England Presentation and/or Awards Evening which are held in November and February. This has become less essential since Bowls England have changed everything. £50 for the overnight stay is paid by the County, who also cover the cost of the dinner/dance ticket.

£500 allowance is paid at the end of the year.

Immediate Past President

Heave a sigh of relief!

Assist the new JVP.

Present the President with her gifts on President's Day and at the County Luncheon.

You will still be attending County Friendly matches, Council Meetings and Executive matches etc. whenever you can, but it gradually diminishes.

Hope you had a wonderful time, full of happy memories.

If you have any queries, please ask the County Secretary or other appropriate officers. We are there to help.