



## Minutes

### Bowls BC AGM March 24, 2018 – Tsawwassen LBC

#### Call to Order:

- The President called the meeting to order at 11:20 am.
- There were \_\_ members in attendance representing \_\_ clubs. Quorum was achieved so the meeting proceeded.

#### Moment of Silence:

- The President call for a moment of silence to remember those bowlers who have passed since our last AGM.

#### Agenda:

- The President called for any corrections or additions to the Agenda,
  - There was a comment that the date for the AGM on the first notice was incorrect.
  - Mary Hargreaves ask the the Juniors' tournament be added to the Agenda.
- Moved by Robin Forrest and seconded by Pat Unger that the Agenda be passed as amended. **PASSED**

#### Sport BC Presentation

- The President and CEO Sport BC, Mr. Rob Newman was scheduled to make a presentation but he did not make it to the AGM.

#### Minutes of the Semi-Annual General Meeting:

- Moved by Ann Bodley-Scott, seconded by Davie Mathie that the minutes of the SAGM, dated October 14, 2017 be accepted. **PASSED**

#### Correspondence:

- The President announced that George Cubiss has been appointed as Chair of the National Officiating Committee. Congratulations to George from all in attendance.

#### Unfinished Business:

- Robin Forrest asked if there was any progress or action on the project to increase awareness of Bowls BC in the community. The President stated that there was no progress to date.
- Robin Forrest asked who the North Island representatives were on the Provincial Games Committee. Harry Carruthers responded that the North Island representatives were Marry Mulligan and Dean Thompson.
- The question was asked about the production of the manuals for the Coaching courses. Davie Mathie reported that the manuals are being ordered from Bowls Canada.
- The question was asked about the status of the Juniors Program report that Ann Bodley-Scott was to prepare. The president reported that there was no report to date.

- There was a motion to accept the amended SAGM minutes. Moved by Dawn Rigg, seconded by Robin Forrest. **PASSED**

### **New Business:**

- New Constitution and By-laws
  - It was reported by Lynn Chwartacki that all registered Societies have to submit new Constitutions and by-Laws by November 2018.
- Moved by Michael Lynch, seconded by Lynn Chwartacki to accept the new Constitution and By-Laws.
- Discussion
  - The date of the Agenda is only a typo.
  - There was a suggestion to highlight all the changes for ease of reference.
  - Lynn Chwartacki discussed all the changes that were required in order to comply with the requirements of the Societies Act.
- Vote to accept the new Constitution and By-Laws. **PASSED**

### **SUMAC Membership Management:**

- The president asked Lynn Chwartacki to make a brief presentation on the SUMAC Membership Management project in lieu of Brian Sutton, Secretary, who was absent.
- Lynn gave a brief description of the SUMAC Project and its benefits to the clubs, including personalized databases for all clubs, ease of entry and a membership adjustments, on-line applications, etc.
- Lynn and Harry also advised the clubs that TechSoup Canada software is available to all clubs through Bowls BC. Tech Soup is donated software and technology resources for Canadian charities, nonprofits and libraries. Clubs can apply for software at prices reduced as much as 90%. Contact Lynn for more information.

### **Sport BC Volunteer of the Year Award:**

- The President announced that Anne Mathie had been awarded the Sport BC. President's Award for the Volunteer of the Year for Bowls BC. Congratulations Anne.

### **Volunteer and Club of the Year Awards:**

- The President announced that there were Volunteer of the Year and Club of the Year awards to be presented.
- Harry explained that two of the Districts did not take part in this event and expressed disappointment that the Districts would not take this opportunity to reward members and clubs for their activities during the last year.
- For BSI the Volunteers of the Year were Ann and Davie Mathie. For BSI the Club of the Year was Juan de Fuca LBC. For Interior the Club of the Year was Vernon LBC.

### **Reports:**

- The President stated that the Board reports were contained in the Reports Booklet distributed to all clubs.
- The President reported that he was not going to have the reports repeated verbally but would have the Directors answer any questions brought forward from the floor.
- Discussion
  - Lynn Announced that Robin Forrest has stepped forward and will help work on the next version of the Strategic Plan.

- Lynn announced that Tim Mason will continue as the Bowls BC Webmaster.
- Robin presented an opinion on the merits of changing the AGM back to a Fall meeting citing various benefits. Harry agreed with Robin's assessment of the benefits. There was a general discussion on the merits of changing the AGM back to a Fall meeting with an SAGM in the Spring.
- Moved by Robin Forrest, seconded by Lynn Chwartacki that the Bowls BC AGM be moved back to the Fall and that there be an SAGM in the Spring. **PASSED**
- Moved by Robin Forrest, seconded by Lynn Chwartacki to accept the Directors' reports ad amended. **PASSED**

### **AGM Club Packages:**

- Harry Carruthers went through the contents of the envelopes prepared for each club and distributed at the AGM. The envelopes contained items such as:
  - Bowls BC program posters
  - Bowls BC Membership Cards
  - Bowls BC \$10 gift cards – to be used as marketing tool for clubs to attract new members.
  - Harry also pointed out that there were Bowls BC pamphlets and score cards for each club on the table at the back of the meeting room.
  - Discussion
    - Emma Boyd recommended that the bowls on the Bowls BC materials be coloured to attract more youth members.
- Harry also presented two banners prepared by Bowls be to be used by clubs for marketing bowls at their club. The banners come in two sizes; the small banner will cost \$125 and the larger banner will cost \$200. It was announced that Bowls BC will pay for half the price of the banners purchased.
- Harry announced that there will be a banner order form at the table by the clubhouse door.
- Discussion
  - Lynda Robins thanked Tsawwassen LBC for hosting the AGM.

### **Discussion:**

- Robin Forrest asked it was an appropriate time to discuss an issue she had with respect to the Financial report.
- The President agreed to open discussion on the Financial Report.
- Discussion
  - Robin raised the issue of the \$40,000 Canadian Championship Reserve being moved to Retained Earnings and asked why that had happened. The President stated that he and the Treasurer had decided that the money could be better used if it was not Reserved. Robin, Tim and others stated that this type of transfer had to be approved by the members and that the President and the Treasurer had no authority to make this type of transaction without membership approval at an AGM.
  - There was a discussion on the legality of the move and what would be the appropriate course of action to correct that transfer.
  - It was agreed by the members that the Treasurer be directed to correct line items 2300 and 3001 on balance sheet with the result to reverse the transfer undertaken by the Treasurer. The \$40,000 is to return to a Canadian Championship Reserve fund.

## **Budget:**

- The President presented the proposed budget for 2018/2019.
  - Harry reported that there were two errors in the proposed budget:
    - \$5000 had to be added under the Sport Development and Education budget in account 5330 – Travel and Meals Expenses.
    - \$1000 had to be removed from Administration Services account 5250 – Miscellaneous Expenses and transferred to the Presidents portfolio under the same account.
- There was a general discussion on the cost of the SUMAC project. It was pointed out by Lynn that most of the present budget for SUMAC will be a one-time expense in order to get the program established. The on-going costs might be an estimated \$1000 to \$2000 per year.
- There was a discussion on the \$12,000 budget under account 5355 Meeting Expense. After a lengthy discussion it was moved by Robin Forrest, seconded by Lynda Robbins to reduce the budgeted \$12,000 to \$1,000. **PASSED**
- It was moved by Davie Mathie, seconded by Ann Bodley-Scott to approve the proposed budget as amended. **PASSED**

## **Nominations Committee:**

- Harry Carruthers was introduced as the Chair of the Nominations Committee. Harry reported that the others members of the Nominations Committee were the four District Representatives.
- Harry reported that he only received one nomination form for a vacant positron. He stated that Vicki Parton had volunteered to serve as secretary.
- Harry asked the existing members of the Board whose positions were expiring whether they would stand for re-election. Lynn Chwartacki agreed to remain as Director of Administration. Davie Mathie declined to stand for Director of Sport Development and Education.
- Harry announced that the position of Director of Operations had just become vacant.
- Harry asked for nominations from the floor. Robin Forrest nominated Alex Bell for the position of Vice-President. Alex accepted the nomination.
- Harry asked three times for nominations or volunteers from the floor. Hearing none he declared the positions of Secretary and Vice-President filled.
- Harry stated that the vacant positions of Treasurer, Director of Operations, Director of Sport Development and Education can be filled by Board appointments.
- Harry expressed his disappointment with the vacancies as the result will be more work for the existing Board members.

## **New Business:**

- The President stated that Sport BC is having a sport presentation opportunity in Vancouver on the July 1<sup>st</sup> weekend. He was asking for volunteers to man a booth to demonstrate bowls to the public.
- Mary Hargreaves made a presentation about a Juniors' tournament that is being held on July 24<sup>th</sup> at the Ladner LBC. Mary was asking Bowls BC to provide \$500 funding for the tournament to help with prize money that would help the winners attend the BC or National Championships.
- Emma Boyd made a proposal to the Director of Operations to include a U-25 provincial playdowns in conjunction with the Juniors' Championship.

**Adjournment:**

- It was moved by Dawn R., seconded by Robin Forrest to adjourn the meeting.  
**PASSED.**
- Meeting adjourned at 2:20 pm.

Respectfully submitted:

Vicki Parton  
Secretary