



Pacific Indoor Bowls Club

Draft Minutes

Executive Committee Draft Meeting Minutes Sunday, March 10, 2024 (1:30 pm) PIBC

Present: Mary Ann Gillies, Sam Siu, Serge Pannu, Graham Mason, David Lewis, Jim Duholke, Norman Keung, Vince Mai, Eric Leung, Judy Lawson (minutes)
Vanessa Siu joined the meeting via Zoom at 2:05 pm

1. **Call to Order:** 1:23 pm
2. **Regrets:** Nil
3. **Land Acknowledgement:** PIBC acknowledges that it is situated on the unceded traditional territories of the x^wməθk^wəyəm (Musqueam), Sḵwḵwú7mesh (Squamish), and səilwətał (Tsleil-Waututh) Nations.
4. **Approval of Agenda:** Add to:

7.4 Facilities Director Report - **Vince**
8.7 Term Deposit Details – **Norman**

The amended agenda was approved by consensus.

5. **Approval of Minutes:** February 18, 2024 (Attached).
MOVED: Serge, SECONDED: Vince that the minutes of Feb 18, 2024 be approved. CARRIED.

6. Matters Arising from the Minutes

- 6.1. Thank you letters to Norman and Josephine – **completed**
- 6.2. Purchase of new recycling receptacle – **completed**
- 6.3. Membership numbers and scorecard requirements to be sent to BBC – **completed**
- 6.4. Surplus Mats to be sold by Vince – **completed**
- 6.5. Fire safety contacts sent to City of Vancouver – **completed**
- 6.6. George Cubiss to be informed of rental fee for March 14th Umpire course – **completed**
- 6.7. Bowls BC Acting President Harry Carruthers to be invited to March 10th meeting - **completed**
- 6.8. Email to members to remind them to leave the blowers in the correct position – **completed**
- 6.9. Display interest rate and maturity dates of term deposits on the financial statements - **completed**
- 6.10. New locks to be purchased for lockers – **not completed** – to be completed after Spring Season ends.
- 6.11. New computer for office – MAG/Judy – **not completed**- to be taken up at April board meeting
- 6.12. Hosting Policy – **not completed** – to be taken up at April board meeting
- 6.13. Policy and Procedures Manual and Manual for Convenors and Monitors – **not completed** – to be taken up at the April board meeting.
- 6.14. Snow closure games makeup policy – **not completed** – to be taken up at the April board meeting
- 6.15. Update on HVAC Unit repair - **Vince**
The leak is repaired just need addition of freon gas.



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There is a problem with the thermostat. Jones will investigate and also calibrate the thermostat for a more consistent temperature throughout the day and evening.
Leak in coolant line for AC unit above the office was identified by Jones who will repair the leak.

- 6.16. Update on water ingress repairs – **Jim//MAG for MSFS**
Jim has asked MrNatural to include the small water leak at the base of the door at the top of the stairwell in his report. The finalized report will be shared with all the Board members. 3 options for repairing the crack in the wall at end of rink 5; which one we choose will depend on what a foundation expert advises. Repair of the crack will have to be handled and approved by MSFS since this is a shared cost.
Action Item: Vince to contact Andree Montreuil at Vancouver Phoenix Gymnastics (VPG) to see if this repair can be expedited.

At 1:35 Harry Carruthers from Bowls BC joined the meeting.

- 6.17. Member Survey update – **David** – see item 8.5
- 6.18. Update on Building Inspection Report – **MAG**
- Received the building inspection report – some items need immediate attention such as caulking around windows and doors, some leaks on the roof, some lighting issues (our share of the costs for attending to these issues will likely be between \$6000-\$11000 based on the inspector's estimates in the report)
 - There is a horizontal crack on the red fin wall at the front of the building – the report recommends getting advice from a structural engineer.
 - Roof replacement in approx. 5 years, estimate \$275,000 – \$325,000
 - o Suggestion to have VPG and PIBC each set aside an annual amount for the next 5 years towards the roof repair.
 - Board members are encouraged to submit a list of any capital items (over \$2000) they think need attention to Judy who will bring them forward to the Capital Planning Committee.

7. Reports:

- 7.1. **Secretary's Report** (see attached) – **Judy**
Struggling to find volunteers to help with school events occurring immediately before morning leagues.
- 7.2. **Games Report** (see attached) – **Eric**
Leagues with less than 6 teams will be cancelled on March 11.
Action Item: Eric to notify David when leagues are cancelled so that David can arrange for monitors to cover those empty time slots.
Good sign ups for the triples and pairs tournaments so far
Thank you to Graham Mason for the Intermediate singles
Decision to charge a flat rate of \$2 per person per day for hospitality (coffee and snacks) for all three tournaments.
Thank you to Vanessa for sourcing baked goods for events.
Action Item: Eric to liaise with Vanessa re: snacks for triples and pairs tournament
- 7.3. **Member Services Report** (see attached) – **David**
Action Item: David to send an invoice to Bowls BC for the umpire event.



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7.4 Facilities Director Report – Vince

Vince reported that he has sold the surplus bowling mats for \$300.

8. New Business:

8.1. Discussion with Bowls BC Acting President Harry Carruthers – Canadian Indoor Singles Qualifier – MAG

Harry was invited to this meeting to discuss the impact of the Bowls BC boycott on PIBC and our ability to host the Canadian singles qualifiers.

David, who was part of a sub-committee that made a series of recommendations to BowlsBC board in relation to Bowls Canada National Championship changes recused himself and stepped out of the meeting at 1:58 pm.

Vanessa joined the meeting via Zoom at 2:05 pm.

Harry gave background information on, and an explanation of, the decision made by Bowls BC (BBC).

BBC and Bowls Canada Boulingrin (BCB) are meeting next week to discuss the issues. BBC will reconsider the boycott if BCB meets the requirements: written assurance from the BCB Board that when any major decision is made that they involve the PSO's via the President's Council prior to making the decision.

PIBC's main concern around the boycott:

- Loss of indoor qualifier may mean the end of it as a BCB competition and that would have significant impact on PIBC and the Indoor game more generally

Indoor Game and Bowls in BC/Canada concerns:

- Loss of direct route for a player to represent Canada in the World Cup
- Only indoor facility in the country – needs marquee events
- Support and grow the indoor game

PIBC specific concerns:

- Revenue loss
- Grants/Sponsorship opportunities
- Lease renewal
- Status of provincial indoor singles
- Membership implications – no Canadians, what do competitive players have to look forward to
- Membership concerns – how does Bowls BC support the indoor game in the province

We could host the Canadian indoor qualifier during the boycott but no BC players could participate.

What can BBC do to help PIBC have a marquee tournament?

- PIBC could pursue the option of running an open championship, BBC would be willing to partner with us on this tournament

Harry stated he will update PIBC about the decision from the meeting between BCB and BBC and it might be in PIBC's best interest to look into having an open tournament.

Harry left the meeting at 2:35 pm

The group took a break from 2:35 – 2:40 pm

David returned to the meeting at 2:40 pm



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8.2. Affiliation fees – MAG

Discussion about BBC affiliation fees

Our bylaws state that members pay affiliation fees to Bowls BC and Bowls Canada. In the past, the only PIBC members who paid these fees were members who didn't belong to an outdoor club.

About 3 years ago, Bowls BC revised their system for collecting affiliation fees to bring it in line with Bowls Canada's new process. Clubs now are charged a percentage of the Bowls BC budget – the share they pay is determined by the average club membership over the preceding 3 years. Bowls BC refers to this fee as a club membership fee and all clubs, including PIBC, are required to pay these fees. Unlike membership dues, club membership fees are set by BCB and not PIBC. Since club membership fees are in fact affiliation fees – we pay them in order to belong to Bowls BC and Bowls Canada - any change in club membership fees does not require a vote from the PIBC members.

MAG will inform members at the SAGM and in a newsletter in advance of SAGM.

Suggestion to not raise membership fees this year because of the extra cost members will have from club membership fees.

Suggestion to itemize the dues payment form so members can see which fees are going down or up.

MOVED: Vince, SECONDED: David that (1) we do not raise membership fees this year and (2) we separate out club membership fees on the membership form and charge members an equal share of the club membership fee charged by Bowls BC. Carried.

8.3. Approval of fees for 2024-25 season – MAG

Corporate fees:

Suggestion to raise the corporate visitor fee from \$30 to \$40 per person.

Suggestion to set a minimum charge for a corporate event at \$720.

Visitor fees:

Decision to establish different kinds of visitor fees: drop-in and out of town.

Suggestion to raise drop-in fee from \$10 to \$15 per person per 2.5 hour session

Suggestion to implement a weekly charge for out of town visitors.

MOVED: Eric, SECONDED: Diane to approve a change in visitor fees, the drop-in fee will be \$15 a session effective next season. 6 For, 4 Against. Carried.

MOVED: David, SECONDED: Vince that the corporate fee will be \$40 per person with a minimum of \$720 effective next season. Carried.

8.4. MSFS Meeting Report – MAG

The Millennium Sports Facility Society (MSFS) AGM was held and MAG, Sam and Jim attended on behalf of PIBC.

Both Vancouver Phoenix Gymnastics (VPG) and PIBC agreed to work more closely together by meeting quarterly instead of annually and by sharing a google drive listing maintenance items of each facility.

VPG had concerns about the Management Agreement specifically the HVAC responsibility and the lack of an expiry date. MAG contacted a second lawyer who confirmed the agreement is a legal document. PIBC suggested VPG redraft the agreement, possibly with expiry date of 2030 to match the lease and PIBC will consider it.



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Nothing will get changed without PIBC Board approval and without checking with a lawyer.

8.5. **Membership Survey Results - David**

We had a 40% return rate on the survey (a 25% return rate is considered very good)

Some of the results:

- There was a lot of interest in setting up some coaching clinics, refresher courses and one on one coaching.
- High interest in a marking course
- There was a general interest in bowling at PIBC during the summer
- 50% of respondents would like to see rink reservation
- Members would like to see a larger selection of food and drinks.
- Also would like to see online registration and payment.
- There was a high demand for lighting improvements.

A proper summary of the results will be published for the members shortly.

Action Item: David to provide the Board with a list of recommended action items coming out of the survey results.

Action Item: David to organize a marking course with George Cubiss.

8.6. **SAGM Agenda – MAG**

Traditionally, the Spring Annual General Meeting is more for planning purposes, there is no need for each board member to present a report.

Suggested agenda:

- club membership fees
- membership survey results
- statement of the finances and
- the building condition report.
- summer opening in June
 - Possibly trial drop in opening 1 or 2 times per week with members paying a fee to cover utility costs.
 - Will also need to continue janitorial service.
 - Maybe consider a league or tournament for summer.

8.7 **Term Deposit Information** (see attached) - **Norman**

Norman reviewed our current term deposits.

There was a suggestion to create a club policy for term deposits - will be reviewed at a future meeting.

9. **Date of Next Meeting:** Monday, April 22 at 7pm.

10. **Adjournment:** MOVED: Jim SECONDED: Diane that the meeting be adjourned at 4:10 pm. CARRIED.

Prepared by Judy Lawson, Secretary

Reviewed by Mary Ann Gillies, President