



# PACIFIC INDOOR BOWLS CLUB

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## 2021-2022 Annual General Meeting Minutes November 27, 2022

### 1) Call to Order:

President Serge Pannu called the meeting to order at 1:30 PM at the Club facility. Secretary Robert Ascroft confirmed that a quorum was established with 53 members in attendance.

### 2) Memorial Minute

A minute of silence to commemorate those lost to us this past year was held.

### 3) Approval of the Agenda

Robert Ascroft made the following corrections: the by-law resolution statement should state that “two-thirds” not “three-quarters of the members present” are required to approve the resolution in accordance with Section 30 of the 2018 By-laws; Executive Reports: Eric Leung is 1<sup>st</sup> Vice President and Games Director.

**MOTION:** Approve the Agenda as amended. Moved by Glory Ewen, seconded by Anne Ackerman. Passed.

### 4) Approval of the Minutes of the 2020-2021 AGM of November 21, 2021

There were no amendments or corrections.

**MOTION:** Moved by Sherri Foy, seconded by Diane Fulton, that the minutes be accepted as distributed. Passed.

### 5) Executive Reports

#### a) President's Report – Serge Pannu

First off, Serge thanked members for their continued support. Their membership fees provide funds to operate the Club. He also thanks a couple of members who, in addition to their membership fees made cash donations to the Club. Serge expressed his gratitude to our volunteers who helped in various areas of the Club operation including those who worked in the kitchen, markers during events, league convenors and others. Lastly, Serge thanked the hard work, support, and input from all Board members.

The year under review is 2021-2022. I am happy to report that we have approximately 150 members and we ended the year with a surplus of about \$16,000. Our financial position is sound and our Treasurer, Sam Siu, will provide you with further details.

As you know, our building is now 18 years old. As expected, this facility will require more maintenance and expenses will continue to increase. Just last year, we spent over \$8,000 in repairs to the roof and another \$2,500 to replace an exhaust fan. One (1) Air conditioner will need to be replaced at a cost of \$50,000 and another may need to be replaced also at a cost of \$17,000 to \$20,000. We share capital replacement expenses with Phoenix Gymnastics, and we continue to have ongoing dialogue with them to contain expenses.

Thanks to a successful grant of \$19,000 from New Horizons for Seniors Program, we were able to make some improvements to our washrooms and to buy another 6 sets of bowls.

Due to pandemics, there were no National events during 2021/2022. Therefore, we did not hold any provincial or national games at our Club. Also, there were no school visits.

Thanks to Eric Leung for the intra-club events he organized. Eric will later go over games and plans for the rest of the season.

In closing, I wish to inform members that we will be holding the Provincial Indoor Singles in the 3<sup>rd</sup> and 4<sup>th</sup> week of April 2023. Also, Bowls Canada has selected our Club for a National camp from May 6 to 11, 2023 to select players to represent Canada in the World Bowls tournament. You are welcome to come and watch some of the top bowlers from Canada.

I also wish to advise Anita Wong will be retiring from the Board. Anita has been a great supporter of the Club and worked hard towards its success of the Club. Thank you, Anita, for your services. You will be missed.

We have a successful year because of members' support and the support of our volunteers. However, it seems the workload tends to fall on a core of dedicated members. To them, thank you for your hard work. To others, please consider stepping up and sharing the load.

I will continue to work with the incoming Board to provide you with a first-class facility for your enjoyment. Thank you.

## **b) Treasurer's Report – Samuel Siu**

### **Treasurer's Report 2021-2022**

#### **Part 1 - Last Year September 1, 2021- August 31, 2022**

Club Membership was 151.

#### **Reserves**

Surplus before transfer to Reserve Funds - \$19,666

Transfer to Carpet Replacement Reserve - \$10,000

Transfer to Roof Replacement Reserve - \$10,000

Reclassification of Contingency and Renovation Reserve \$95,000

#### **Final Balances**

Carpet Replacement Reserve \$60,000

Roof Replacement Reserve \$30,000

Contingency and Renovation Reserve \$25,000 (like Air Conditioning)

#### **Bank Balances**

\$126,053 of which \$108,124 were term deposits.

#### **Part 2 – Current Year Position**

Membership is 185.

#### **Current Bank Balances**

\$168,000 mainly in term deposits earning interest from 2.6% to 4.5%

The estimated Surplus for the year 2022-2023 will be around \$30,000 after the payment of the annual due to Bowls BC of \$5,000 in March next year but before the contributions to Reserve Funds. We will try to keep the annual transfer at \$20,000.

### **Part 3 – History**

From 2008-2013, the membership fees were \$250 with no limit on league plays but members could only have limited practice sessions. Paid staff were hired to run the Club up to 2016-2017 but membership of PIBC dropped to 96 in 2017 and the Club was partly financed by donations.

As of 2017-2018, the Club has been run by all volunteers. Because of the increase in membership and cutting down on unnecessary expenses, the Club is now financially healthy.

I would like to take this opportunity to thank the leadership of our President and the contributions of all the Board Members.

**MOTION:** Moved by Ken Sherlock, seconded by Jim Duholke, that the Treasurer's report be accepted as presented. Passed.

#### **c) Secretary – Robert Ascroft**

This year we did lose, among others, a Lifetime member, Alan Webster, who was one of the drivers in establishing the facilities we occupy today.

Each October the Club Secretary reports the member statistics collected on our application form such as gender, age group, returning or new member and outdoor club to Bowls BC. Thanks everyone for providing the information. And contrary to Bowls BC's request, I sent the data without identifying names.

We have had good feedback with the change of our mailing system to an inexpensive paid service, MailerLite, for the 13 newsletters and notices sent out since October 19<sup>th</sup>. Check the contact list on the bulletin board back there to see if your email is correct. Please let me know if you are not getting the emails. I will do my best to fix the problem.

Too many people contact Eric Leung to fix their problem of finding substitutes and some members have requested the contact list posted at the club be sent out. We also have had requests to put back names on the weekly league results posted on the website. To protect everyone's privacy but make the contact list and league results available to members, I will build a password protected website page for Members Only section. It will be the same password as the AGM documents page – PIBC1938.

For those members who requested their names not be included in the contact list and not displayed on the website, I will continue to respect their privacy requests by deleting their requested information on the contact list or blanking their names on the results pages. Please remember that the password and member list are not to be given to anyone outside the club.

Our website is well used, averaging about 35 visits per day, totalling about 2,500 visits in the last 90 days. So thanks for using it. The mobile version has been improved as much as possible and now about 45% of the visits are from mobile phones, 47% from computers and the rest from tablets. Let me know if you can think of any improvements that can be made.

I am retiring this year as webmaster. My thanks to Graham Mason who has volunteered to take over as webmaster.

Thanks everyone for your feedback on several topics and issues. The executive committee does consider any suggestions. We very much appreciate your constructive suggestions and support.

#### **d) Vice President / Games Director's Report**

In the fall league we have 12 leagues going on successfully. There are 6 games in the morning, 2 games in the afternoon and 4 games in the evening. 10 games are full. 2 games are only partially filled - Wednesday evening Aussie pairs was changed to 3 bowl pairs and the Friday Evening Triples was changed to 3 bowl pairs in order to attract more entries.

I had tried to introduce 2 new games – the Monday afternoon Intermediate Pairs and the Tuesday late afternoon singles (4 p.m.) but there were only a few entries interested and I had to cancel them. I think that it may be the traffic issue that members like to play in the morning instead.

In the coming winter league in January, I want to introduce a new league on Saturday morning. If it is successful, the fun draw right after will be changed to a practice session like Tuesday afternoon - members can either practice or draw according to their free will. Please let me know if you guys are interested and what the game shall be - pairs or triples?

The winter league will start on January 9th. Teams playing recently in the fall league will have priority to join while the spaces left will be open for members to sign up on December 10. The new sign up procedure will be used instead.

There will be a New Year triples tournament on January 7-8. A sign-up notice will be out soon.

After the winter league, in late March, I want to hold some more tournaments on the weekends before the Provincial Singles. I'm also planning to re-start the Spring league - short games for only 4 to 5 weeks. But members cannot use their unused leagues to sign up - every member has to pay for the leagues.

Snow is forecast for the coming week. The procedure for closing the Club due to snow is as follows:

- Between 6 -7 AM the league convener will call Eric Leung for a decision.
- If closure is decided by Eric, the convener will phone each of the skips.
- The skips will call their team members to tell them the league session is cancelled.
- Eric will also let the webmaster to put the notice on the website.

#### **6) New Business**

##### **a) Resolution to Adopt Revised By-Laws**

President Serge Pannu thanked Ken Sherlock, Glory Ewen, and Robert Ascroft for their work in updating the by-laws. Serge highlighted the necessity for the update.

Major paragraph 7 deals with suspensions and expulsions. You, no doubt, have read or seen on TV in previous years stories in business, religious, and sports organizations of numerous cases of harassment. Bowls Canada and BC's viaSport directive to all sports is that there is a need to address and deal with any occurrences of sexual, physical harassment and bullying. For that reason, we have put in place a policy and procedure to deal with any of these types of harassment and incorporated it into our by-laws.

The second major change. Paragraph 27 deals with considerations of the BC 2002 Privacy Act. That is the reason why on this year's membership application form your consent was asked to communicate electronically with you messages about notices, changes, and

closures. We guarantee that the information we collect from you is not sold or given to outside parties unless there is a legitimate legal requirement.

In paragraph 28 we ensure that member information transmitted to Bowls BC and Bowls Canada is not identified individually; only anonymously.

The third part is to tidy up some minor changes, like eliminating the second vice president position and some wording clarifications.

**Member Question:** How does Bowls BC handle the appeal adjudication?

**Answer:** Robert Ascroft replied Bowls Canada has set a requirement that provincial organizations are to arrange for a third-party adjudicator to handle these appeals to provide unbiased decisions.

**MOTION:** Moved by John Gilbert, seconded by Anne Ackerman, to approve the revised by-laws as presented. Passed unanimously

#### **b) Bowls Canada/Bowls BC Affiliation Fees**

Serge Pannu explained that in the past there were categories of member; full, associate, social, etc. Only a full club member was charged the affiliation fee of around \$31, of which Bowls BC kept \$2 to \$3 and sent the rest to Bowls Canada.

In 2021 Bowls Canada switched to a flat fee system where they charge each provincial organization a percentage of the national budget based loosely on 2019 membership numbers. Bowls BC decided to charge each club a percentage of that fee, based entirely on the total number of members regardless of their membership category – full, associate, or social.

The assessment is now called a Club Membership Fee. One effect is to inflate the numbers of members in BC as some are now counted 2-3 times. For example, maybe counting 4000 members instead of the number being only 3600 actual players. Another is members of multiple clubs pay this fee multiple times.

PIBC sent a strongly worded letter to the Bowls BC President Harry Carruthers challenging the legitimacy of this club-based assessment rather than the previous full-member only assessment. The response from Bowls BC was that they have chosen to implement this assessment by club as it was administratively easier for them, and they would not change their decision. PIBC's assessment is about \$5400. Bowls BC waived the collection of this fee for 2022 however at the beginning of the 2023-24 season it will be collected.

The Executive Committee has decided that our budget doesn't allow us to totally absorb this fee so we will share the cost with members this coming year. \$20 will be added to the membership fees while PIBC will pick up the remaining share.

**Member Question:** Did we play 'hard ball' enough in pushing back on the assessment and would we take PIBC out of Bowls BC.

**Answer:** Serge replied that we had strenuously objected to Bowls BC's decision to base the charge on total club membership regardless of member's other outdoor club memberships. Serge also pointed out that withdrawing from Bowls BC would eliminate our affiliation with Bowls Canada. Likely indoor singles championships would be cancelled, and BC bowlers wouldn't get the chance to represent Canada in national and

overseas championships. So, although we are unhappy with the decision, we do not see a benefit in severing our provincial and national affiliations.

Treasurer Sam Siu is looking to increase the amount charged to Bowls BC for Club rental for their annual qualifying singles championships.

### c) League Sign-Up Process

In 2020 we had 107 members: 150 in 2021, and 184 in 2022. Good growth but it brought us pain. Some members in September were unable to sign up for leagues, morning leagues were very popular while the evening leagues less so. There was general disappointment in our process.

The committee discussed at length to develop a satisfactory system and two members took the time to propose some alternatives which we did consider. Serge thanks them for their input. Every process has its flaws, and we cannot come up with a perfect system to satisfy 184 people, but we think we have an acceptable process:

1. Prior to league registration we will hold our Open House however this coming September it will be limited to new members or a returning member with a new member. There will be a time limit of 1 ½ hours. No general practice for returning members that day.
2. Members arriving on league registration day will be given a 50/50 ticket so no matter if someone arrives at 7:15 or 9:45 AM, the ticket draw at 10:15 will be random. Members cannot sign up for more than two leagues on that day. If we see a name more than two times, the name will be arbitrarily removed from the excessive count.
3. At 11 AM Eric Leung will register the members who have sent emails requests.
4. The following day, the process will be repeated for the remaining spots with no limit on the number of leagues.
5. Membership applications will be accepted after September 1<sup>st</sup> until the day before the leagues start. Conveners are not to accept any membership applications. They only collect the \$10 prize money.

We will trial this revised system for the winter leagues signup on December 10<sup>th</sup>.

**Member Question:** Can players sign up for more than 2 winter leagues. **Answer:** Yes.

**Member Question:** Who can sign up for leagues. **Answer:** Any team member.

**Member Question:** Status of the roof. **Answer:** The roof will need replacing sometime in the next eight to 10 years at a current estimate of \$225,000. Last year we had \$6969 in roof repairs which was our share after splitting with Vancouver Phoenix Gymnastics upstairs. There is a pending replacement of a roof-top A/C unit replacement and the possibility of another shortly. We are setting aside funds each year for these repairs and replacements.

Serge asked for any new other new business, but no items were brought up.

Serge reminded people not to leave their bowls on the carpet if they take a lunch break. The carpet is 18 years old and if bowls are left long in the same spot, they can put dents into the surface.

He also reminded them not to leave food or food droppings as the building has some mouse problems and food will continue to attract them. We do not have a food scrap bin so please take your food scraps home.

## **7. Election of Officers**

Past President Alice Duncalf conducted the election of officers. The following were elected for 2022-2023.

President – Serge Pannu

Vice President – Eric Leung

Secretary – Robert Ascroft

Treasurer – Samuel Siu

Directors at Large

Jim Duholke, Glory Ewen, Diane Fulton, Judy Lawson, and Ken Sherlock.

Alice Duncalf remains on the Board as Past President.

## **8. Adjournment**

There being no further business, Serge Pannu called for a motion to adjourn the meeting.

**MOTION:** Moved by Alice Duncalf, seconded by Joe Hunt, the meeting was adjourned at 2:41 PM.

*Prepared by Robert Ascroft, Secretary*

*Reviewed by Serge Pannu, President*