



Pacific Indoor Bowls Club

Executive Committee Meeting Minutes Sept 28, 2025 (1:30 pm) Pacific Indoor Lawn Bowling Club

Present: Mary Ann Gillies, Vince Mai, Graham Mason, Lisa Bealle, Eric Leung, Norman Keung, Judy Lawson (minutes)

1. **Call to Order:** 1:40 pm
2. **Regrets:** David Lewis, Amy Leung, Graham Mason
3. **Land Acknowledgement:** PIBC acknowledges that it is situated on the unceded traditional territories of the x^wməθk^wəyəm (Musqueam), Sk̓w̓x̓wú7mesh (Squamish), and səilwətał (Tsleil-Waututh) Nations.
4. **Approval of Agenda:** MOVED: Vince, SECONDED: Eric to approve the agenda. CARRIED.
5. **Approval of Minutes:** August 25, 2025 (Attached).
MOVED: Norman, SECONDED: Lisa to approve minutes. CARRIED.
6. **Matters Arising from the Minutes**
 - 6.1. Update on water ingress issue– **MAG**
 - Have not heard back from the CoV regarding water ingress at the end of rink 5..
 - Water dripping from the office HVAC unit.
 - **Action Item:** Vince to follow up with Jones.
 - 6.2. Update on club management software – **MAG**
 - Decision to populate the leagues with the players ahead of the first game of the season rather than doing a draw on the first day. Bowlr software will perform a random draw in advance.
 - Mary Ann gave a demo of how to enter scores into Bowlr.
 - Make up games – scores can only be entered by members for games played on the scheduled day. Make up games occurring after the scheduled league day will need the scores entered by an admin person. An email account has been created, bowlr@pacificindoor.com, and members will email their scores to be entered into Bowlr.
 - How to correct scores that have been entered incorrectly. After all the league scores have been entered by members, the Conveners will use the Chromebook to check the scores in Bowlr against the scorecards. If a correction is needed, the convenor will email bowlr@pacificindoor.com.
 - **Action Item:** MAG to find out how to enter interclub league into Bowlr.
 - **Action Item:** MAG, Graham, Judy to draft schedule for helping convenors and players with score entry for the first 2 weeks.
 - **Action Item:** Eric to send the finalized list of teams for each league to MAG, Graham and Judy to enter into Bowlr.
 - 6.3. Update on PCO –**MAG**
 - Final PCO committee meeting is next week. A report will be written and presented at the next board meeting and uploaded to dropbox as a reference for next year's committee.



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- 6.4. Update on Insurance coverage for non BBC members and 3 visitor drop in limit – **Norman/MAG – to be followed up at next board meeting.**
- 6.5. Update on refurbishment phase 2 – **David -to be followed up at next board meeting.**
- 6.6. Update on Sponsorship Policy – **David -to be followed up at next board meeting.**
- 6.7. Update on Canadian Qualifier – **Eric**
- Budget has been submitted to BCB.
 - Waiting to hear back from BCB for answers to certain questions.
 - Suggestion that we dictate games times so that we can move forward with booking markers.
 - Likely 4 games per day.
 - Amy is drafting a menu.
 - Still need to invite BBC and BCB executives.
 - Bill Curry is available to livestream on the last 2 days of the tournament.
 - Opening reception – free soft drinks but there will be a charge for alcoholic beverages.
 - **Action Item:** MAG to follow up on finding an indigenous elder to speak at the opening ceremonies.
- 6.8. Update on broadcasting PCO and Canadian Qualifier - **MAG/Graham**
- Bill Curry has shown some volunteers how to set up and take down the equipment.
 - Decision to purchase a new mixer since our current mixer keeps overheating. PCO funds can help with this cost.
 - Discussion around purchasing more cameras so that rinks 2 and 3 can also be filmed. This would give more options for which game to stream. Decision to wait.
- 6.9. Update on Interclub Fees – **Eric**
- Raised from \$80 to \$100
 -
- 6.10. Update on paper towel supply – **Vince -to be followed up at next board meeting.**

7. Reports:

7.1. President's Report – **MAG**

-Bylaw Revision

Motion: that the board approved the revisions to the club by-laws as presented in the document circulated

Rationale: the revisions are of two sorts: first, ones that reflect the changes in board and club practices that have taken place since the last revision of the by-laws in 2022 - change in membership categories for example; and second, more substantive changes such as moving the date for the AGM to the spring so that the new board is elected towards the end of a playing season rather than after a new membership year has begun. If the board approves these changes, the bylaw revisions will be brought to an EGM for members to approve and which will be held prior to the AGM scheduled for Nov. 9th

MOVED: Vince, SECONDED: Norman that the board approved the revisions to the club by-laws as presented in the document circulated. CARRIED.

Will now have an EGM (Extraordinary General Meeting) 30 minutes before the scheduled



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AGM on November 9. If the members approved the bylaw changes, the AGM will become an SAGM, the new AGM will take place in March 2026 and the current Board will remain in place until that AGM.

-Christmas Party will be held on Friday, December 5.

Action Item: MAG to confirm with Monique Lamoureaux that she will organize the event.

-Complaints received about members bowling when the club is marked as closed on the schedule. Monitors must ensure people leave when the practice time slot is finished and the club is to be closed.

-Succession Planning – need to identify potential future board members. Currently 2 empty slots on the board, possibly interested members could attend a meeting or two in those spots to learn about what is involved.

Judy Lawson will be stepping down from the Board in November.

MAG will be stepping down as President in March.

Action Item: Board Members to provide MAG with suggestions of people they think may be interested in joining the Board.

7.2. Treasurer's Report – **Norman**

Year end report to Aug 31 will be distributed to the board before the next meeting.

7.3. Membership Report – **Lisa (attached)**

-If anyone needs a locker, they need to contact Lisa Bealle at memberships@pacificindoor.com and she will give them a key.

Action Item: Graham to place link to Bowlr videos in the members only section.

8. New Business:

8.1. Extraordinary General Meeting – **MAG**

-EGM will take place on Nov 9, followed by an SAGM.

8.2. Estate Planning – **MAG**

-MAG discussed an estate legacy for the club which will be disclosed at the Nov 9th General Meeting

8.3. Schedule – **Lisa**

-Sunday Oct 12 Thanksgiving, Monday Oct 13 and Tuesday Nov 11 will run like normal days for leagues. Practice time will be available if monitors can be found.

-Nov 8 and 9 late afternoon/evening fun games

- Graham Mason to organize.
- Maybe 4 games, 10 ends, aussie pairs

-All day practice booked for Canadian Singles on Monday, Oct 20. Tuesday, Oct 21 is also a practice day plus bowls and shoe inspection and opening ceremonies.

-Sunday morning, Oct 19 is a league day but players in the Nationals can practice from 12:45pm to 9pm.

- Monitors will be needed for these practice times.

-Out of town Players who arrive early and wish to practice on the preceding days, can but will need to pay the drop in fee.

-Not all Monitor spots filled for Fall Season



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Action Item: Judy to send out newsletter asking for monitors.

8.4. **School Bookings – Lisa**

Anil Khan has offered to take over the school bookings.

Action Item: Graham to set up an email account for Anil.

8.5. **Beverage Stock – Judy**

Eric to help with this issue.

8.6. **Donations – Norman**

- Will Hall donated his \$200 PCO prize money to PIBC

8.7. **Fall League Registration Day**

- We would like to acknowledge the work done today during the league registration. Thank you to Catalina Poon, Alan Wass, Eric, Lisa, Judy, and Norman.

-Acknowledgement that the current system produces a lot of stress and anxiety for members.

Suggestion that we do registration by email &/or advance sign up for the Winter season.

8.8 **Gap time between Sessions in the Early Mornings**

- Members are showing up at the end of practice times and insisting that monitors stay after their shift ends in order to accommodate them. This is inappropriate, therefore, early morning monitors will be encouraged to keep the front doors locked. Members arriving to bowl near the end of the practice time, will have to wait until the next monitor arrives.

Action Item: All Board members to submit their annual expenses to Norman and MAG for next year's budget.

9. **Date of Next Meeting:** Sunday, 1:30, October 26.

10. **Adjournment:** The meeting adjourned at 3:10 pm.

MINUTES APPROVED BY BOARD OF DIRECTORS ON October 26, 2025.

Mary Ann Gillies

President

Judy Lawson

Secretary

President's Report September 28th Board Meeting

1. By law revisions:

Motion: moved that the board approve the revisions to the club by-laws as presented in the document circulated

Rationale: the revisions are of two sorts: first, ones that reflect the changes in board and club practices that have taken place since the last revision of the by-laws in 2022 - change in membership categories for example; and second, more substantive changes such as moving the date for the AGM to the spring so that the new board is elected towards the end of a playing season rather than after a new membership year has begun. If the board approves these changes, the bylaw revisions will be brought to an EGM for members to approve and which will be held prior to the AGM scheduled for Nov. 9th

2. Additional live streaming equipment – new mixer needed definitely; additional cameras?
3. Christmas Party Date – move to Dec 5th? – have someone who is willing to plan party
4. Members bowling during club closed periods
5. Succession planning

Sept 2025

Membership Report: Lisa Bealle

1. Been a very busy past few months and weeks finding Monitors for summer time, PCO week and 3 weeks leading up to Oct 6.
 - A huge thank you to all the Monitors who have helped out during this time
2. Securing Monitors for Fall Practice times.
3. Entering in all practice times in Bowlr software
 - working through all the challenges of this new software
 - thank you to Judy and Mary Ann for help with the learning process
4. Changing info, adding birthdates as members send them in
5. Adding new members as they pay and JotForm sent.
 - Email them "Welcome note" with log in information and how to log into PIBC Bowlr software
 - Email Judy to add them to Newsletter and Judy sends most recent Newsletter
6. Still do not have all practice times covered with Monitors. Will post times needed in upcoming newsletter
7. Help Eric with League entry
8. Hosting Open House Sunday Sept 21 – 10:00-3:00pm. Thank you to volunteers who helped out for this event.
9. Helping with Registration day Sunday Sept 28
10. Working on who has Monitor Keys (have most recent Monitor list from Bowlr)