



## 2025 GENERAL MEETING Draft Minutes

Pacific Indoor Bowls Club, 4588 Clancy Loranger Way, Vancouver

**Sunday, November 9, 2025**

Registration 1:00 PM - Meeting 1:30 PM

### 1. **Call to Order & Confirmation of Quorum.**

President Mary Ann Gillies called the meeting to order at 1:03 pm. Secretary Judy Lawson confirmed that a quorum was established with 36 members present.

### 2. **Land Acknowledgement:** PIBC acknowledges that it is situated on the unceded traditional territories of the xʷməθkʷəy̓əm (Musqueam), Sḵwx̱wú7mesh (Squamish), and səliłwətał (Tsleil-Waututh) Nations.

### 3. **Memorial Minute**

### 4. **Approval of Agenda**

ADD to:

7.1 MOTION: that the term of the current Board of Directors be extended to the next AGM to be held in March, 2026. The directors have agreed to this.

MOVED: Elliott Clarkson, SECONDED: John Gilbert to approve the agenda as amended.  
CARRIED.

### 5. **Approval of March 16, 2025 SAGM Minutes**

MOVED: Kelly Robertson, SECONDED: Robert Prud'homme to approve the March 16, 2025 SAGM Minutes as presented. CARRIED.

### 6. **Executive Reports**

#### a. **President** (see attached)

MOVED: Anita Wong, SECONDED: Kelly Robertson to send a vote of thanks to Glen Taylor for his generosity. CARRIED.

-Building -

- We need to raise a lot of money over the next 4 -5 years to cover costs of new roof, carpet, HVAC ...

- If you have ideas for fundraising please talk with MAG.

#### **Questions from the floor:**

Q: How long do we want to extend our lease?

A: Our current lease extends until 2030, we will be asking the city for an extension of our current lease for 25 years

Q: What happens if we don't get the money for the roof?

A: Somehow we have to find our share but we have good partners with the City and with VPG. The Board will explore borrowing money if needed but collateral may be an issue. Worst case scenario is when the lease is up PIBC closes.

Q: Has the City been receptive to conversation?

A: The city is now receptive to having a meeting to discuss moving forward

Q: Can we do fundraising tournaments?

A: Yes, this is one fundraising option we can consider. Other ideas include members paying an annual building fund fee on top of membership, crowdfunding, special levy, raffles, silent auctions, seeking private donations, grants

b. **Treasurer** (see attached)

- Apart from the roof, we're in good shape financially.

## 7. New Business

### 7.1

MOVED: Kelly Robertson, SECONDED: Elliott Clarkson that the term of the current Board of Directors be extended to the next AGM to be held in March, 2026.

Rationale: avoids having 2 elections so close together.

CARRIED.

## 8. Adjournment

MOVED: Catalina Poon, SECONDED: Sam Siu to adjourn the meeting at 1:43 pm. CARRIED.

## President's 2025 AGM Report

Since we have so few directors' reports, I want on behalf of them to give an overview of what the board has done this year first and then comment on some specific issues at the end of this report.

I'd like to start by highlighting accomplishments from the last year.

**Membership** – you'll see from membership director Lisa Bealle's report that we increased our number of full memberships this year compared to this time last year – we are at about 184 full members and when you add in our life members we're over 190 members. These numbers show a good, healthy growth in the club which we hope to sustain over the next years. Impressively, we have 40 new members, the majority of whom are first time PIBC members. We hope they will find the club provides them with a friendly place to enjoy bowls. We will likely add a few more members in the New Year as some of our members return from travels.

**Games** – we opened for a full summer season in 2025 and it went well – well enough that we plan to open again in summer 2026. We need your feedback about what you'd like to see offered in terms of leagues, practice times and even tournaments – we'll put an item in the next newsletter asking for feedback and providing an email address to send it to. Thanks to Eric Leung and his games team including convenors, our leagues were well run and most were full. Our club tournaments were a big success this past year and we look forward to similar success this season. We also successfully hosted the Provincial Men's and Women's Indoor Singles, the second Pacific Coast Open, and welcomed Bowls Canada back with the newly named Canadian Indoor Singles Qualifier. These are important tournaments to host because they increase PIBC's

profile provincially, nationally, and even internationally and that is useful to us in showcasing our facility and sport. They also help us with grant applications, which is increasingly important financially for our club.

**Social Events** – we hosted our usual Christmas Party and Lunar New Year’s dinner and both were thoroughly enjoyed by those who attended them. Thank you to Cheryl Young for all her hard work. We recognize that some members would like to increase the social events at the club, and we invite you to send in your ideas and to be willing to step up to help run an event. My thanks to Monique Lamoureux who did just that and is organizing this year’s Xmas party which takes place on Friday Dec. 5<sup>th</sup> – information and the sign-up sheet are on the table in the usual place.

**Kitchen and Beverages** – under Amy Leung’s steady management and with her wonderful team we have been able to provide refreshments at receptions and meals at tournaments and social events over the year. We did make the difficult decision to stop selling alcohol at the club except when we have a special event license. This was a decision made for insurance liability reasons.

**Club Refurbishment** – most of the work in this area was completed last year, but we’re doing the finishing touches now. Thanks to David Lewis for his work on this project.

**Facilities** – we have continued to make maintenance of the facility a priority, though thankfully we have had to spend less this year on routine types of maintenance because we did a lot of major work last year. Thanks to Vince Mai and his team for looking after building so well. I’ll

speak more about the bigger issues we face with our aging building in a few moments. I do have to mention the recent vandalism in the men's washroom which has been upsetting for all of us. If you know anything about who did this, please speak with me. We would also ask members to wear their name tags while at the club – this will give us an added layer of security and will also allow us to get to know each others' names.

**Finances** – the treasurer's report sets out our financial situation, so I'll simply say that we are in good shape and thank Norman Keung for his work in this area.

**Communications** – we launched new club management software this year – I'll say more about this in a moment – but I would be remiss if I didn't acknowledge the hard work and long hours that Judy Lawson and Graham Mason put in over the 8-month period where we were trialing the system and then in launching it. Thanks to both as well for the various communications related tasks they perform through the year with the web site, social media and the newsletter.

**Legacy** – Last year I was approached by a Victoria area bowler who has enjoyed playing at PIBC over the years about leaving a legacy to the club in his will. He asked for confidentiality while he was making his arrangements, and I of course honoured his request. On September 2<sup>nd</sup>, I received this email from him, from Glen Taylor:

You have my permission to announce my estate plan at your upcoming annual general meeting.

“I enjoyed bowling at the PIBC and felt treated like a long lost brother when I was there. I am not sure I will be there again. However, a woman is allowed to change her mind. 😊

Eight clubs/charities will receive \$5,000.00 each. Four clubs/charities will receive the residual of my estate. The PIBC will be one of the latter beneficiaries.

Most of you already have your estate plans in place. These comments are aimed at younger members who may not yet have estate plans in place, or are considering doing so.”

I would like to propose a vote of thanks to Glen for his generosity.

Now I want to raise three items that I know have been challenges this year or will be challenges.

**Bowlr** – as I said we launched new club management software this year. You will be most familiar with the diary – checking the schedule online or on the tv at the club – and online booking functions. While the roll out of the software has been reasonably smooth, I do know that there are areas where improvements and tweaks can and will be made. We anticipated that this would be the case, so we planned for a 2-stage review of the software this year. Stage one takes place in December, and we will look at how the scheduling has performed and at online bookings. Stage two will look at the membership and financial management functions, and it will take place in late February or early March. I’m happy to have you ask questions at the end of this report about Bowlr but would also invite you to send us your written feedback for Stage 1 prior to Dec 1. The email address to send that feedback to is [bowlr@pacificindoor.com](mailto:bowlr@pacificindoor.com). If you don’t want to use email, we’d ask you to leave your written comments with a board member and they will make sure it gets read. Please make sure to sign your comments so that we can follow up with you if we have any questions.

I would also like to ask for your cooperation in the transitions between leagues and practice sessions. We will be making changes after Xmas to make this smoother, but for now, I'd ask that we all respect the rules that are in place, that you check the schedule in Bowlr to see if there are special instructions about league times – esp on Wednesday afternoons – and that we allow the convenors or monitors to do their jobs – which means they ring the bell to let players know when sessions are finished – and that we have some patience as we wait to get on the green.

**Parking** – You may know that the city is launching a pay parking pilot program at several community centres, including our neighbour Hillcrest. As I said in a recent newsletter, the plan is to allow for community centre patrons to have 3 hours of free parking. VPG and we are asking that we be treated in the same way as community centre patrons and we're also asking for some designated parking for staff/volunteers. We will keep you apprised on this issue.

**Building** – at every meeting it seems like I mention that we occupy an aging building and that under the terms of our lease, we are responsible for not only routine maintenance but also for repairs to the building itself. You will all know that we have problems with water ingress behind rink 5 and alongside of rink 1. This summer we also had a large water stain on rink 5 caused by a leak on the roof – the water travelled down the girders from the roof all the way to our carpet. We have repeatedly reported our water issues to the city, and we did get some movement over the summer in terms of repairs to the walls. The city has also done some minor repairs to the roof, though how much they have helped is doubtful given the leaks that have occurred after recent heavy rainfalls.

The blunt reality is that the roof needs to be replaced. VPG has obtained quotes from contractors that range from \$1.2-\$1.8 million – our share of that would be 45%, so somewhere between \$500-\$800k. The roof replacement costs are likely to be incurred in the next year or so. And then we have other building expenses that will happen sooner rather than later – the building exterior needs to be painted and windows may need to be replaced, for example – these are costs we would share with VPG. Our HVAC units are 20 years old and while they're being well maintained, replacement of them is likely in the next 5 years at a cost in the neighbourhood of \$200k for the 3 machines- a cost that is fully ours. Then there are expenses for items in our own area such as a new carpet and that is likely to cost us \$300K+. There are other costs as well, but you get the idea – we are likely to need to spend upwards of \$1-1.5 million in the next 5 years or so.

The board's position is that we need to have a lease extension if we are to pay for the new roof and other shared building related expenses, such as painting and windows. This is a position shared by VPG with whom we are working closely on this issue. If the city agrees, we must find our share of the costs.

We have had some modest success with fundraising in the last year – about \$18,000 combined from the cruise raffle and donations last year – and we'll keep doing this kind of fundraising – buy your Purdy's from us! We've also been putting money aside each year to the roof and carpet replacement funds – but at \$10K each a year, we simply can't put away enough money in time. There are grants we can apply for that, if we get them, will help as well.

And while I also plan to speak to professional fundraisers to see what they might be able to do for us, we are facing a financial crunch and need to be clear sighted that we will soon face a large expense and will need to find the money for it. The board is open to your suggestions and donations!

**Succession** - The final point I'm going to make in this report is about succession planning. All board members are volunteers, and they put in countless hours through the year making sure that the club runs smoothly. Normally we would be voting in a new board at this meeting, but we have moved elections to March under the amended by-laws that we just approved so elections will now take place in March 2026. Almost all of the current board has agreed to stay on until then and I thank them for being willing to do so.

I do want to tell you that there will be vacancies that need to be filled. For example, Judy has served for five years on the board – the last two as secretary - and has decided to step down after this meeting. A member had agreed to take on the role, but personal circumstances now make it impossible for them to do so. So, we are in need of a secretary and if you are willing to help – until March – or interested in knowing what that job requires, please talk with Judy or me.

I believe that boards and clubs are healthiest when there is regular turn over on the board so that new energy and new ideas can come in which is why I'll step down as president in March. A nominations committee will be struck in January and I'm asking you all to start thinking about whether you'd like to serve on the board or of names of those you might think would be your

choice for president and other board positions that will become vacant. I and other board members are happy to talk with you about what the jobs require, so please contact us!

I will conclude by thanking all the volunteers who make this place work – the monitors, convenors, kitchen volunteers, the markers, first aid attendants, social event organizers, the coaches, school program helpers, and the individuals who see a task that needs doing and step up quietly to do it and ask not to be thanked publicly for their time and effort – you know who you are and I thank you. This club is volunteer run and without all of you, there would be no PIBC.

I want to particularly thank your board members. I've had the pleasure of serving with a wonderful group of people this year – you all are amazing and the teamwork is what makes the challenging moments easier to deal with and the good moments more enjoyable.

**Pacific Indoor Bowls Club**  
**Statement of Financial Position**  
For the Year Ended August 31, 2025

	Note	<u>2025</u>	<u>2024</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
Funds in bank		\$ 53,268	\$ 38,686
Account Receivable	1	<u>7,097</u>	<u>4,920</u>
		<u>60,365</u>	<u>43,606</u>
<b>Other Assets</b>			
Prepaid Expense	2	<u>5,733</u>	<u>1,677</u>
		<u>5,733</u>	<u>1,677</u>
<b>Special Funds Assets</b>			
Term Deposits at Bank		<u>139,485</u>	<u>135,786</u>
		<u>139,485</u>	<u>135,786</u>
<b>Fixed Assets</b>			
Furniture and Equipment	3	2,752	1,345
Leasehold Improvement	4	-	-
Club Bowls	5	<u>1,873</u>	<u>2,809</u>
		<u>4,625</u>	<u>4,154</u>
<b>TOTAL ASSETS</b>		<b><u>\$ 210,208</u></b>	<b><u>\$ 185,223</u></b>
<b>LIABILITIES &amp; NET ASSETS</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	6	\$ 7,707	\$ 1,289
Deferred Revenue	7	<u>11,428</u>	<u>21,878</u>
		<u>19,135</u>	<u>23,167</u>
<b>Internally Restricted Funds</b>			
Carpet Replacement Reserve Fund	8	80,000	70,000
Roof Replacement Reserve Fund	9	50,000	40,000
Contingency and Renovation Reserve Fund	10	<u>-</u>	<u>-</u>
		<u>130,000</u>	<u>110,000</u>
<b>Unrestricted Net Assets</b>			
Balance at Year End	11	<u>61,073</u>	<u>52,056</u>
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>		<b><u>\$ 210,208</u></b>	<b><u>\$ 185,223</u></b>

\_\_\_\_\_  
"Mary Ann Gilles"  
Mary Ann Gilles, President  
October 25, 2025

\_\_\_\_\_  
"Norman Keung"  
Norman Keung, Treasurer  
October 25, 2025

# Pacific Indoor Bowls Club

## Statement of Operations

For the Year Ended August 31, 2025

	Note	<u>2025</u>	<u>2024</u>	
<b>REVENUE</b>				
<b>Bowling</b>				
Membership Dues	12	\$ 42,770	\$ 44,850	
Donations from Members		7,375	1,615	
League / Fees		9,907	7,953	
Provincial / National Tournaments		1,677	2,077	
Grant Received	13	418	450	
School Program Income		1,967	2,177	
Green Fees		<u>1,170</u>	<u>1,788</u>	
			65,284	60,910
<b>Other Sources</b>				
PCO Tournament		16,203	-	
Special Functions Income		686	429	
Lockers and Pro Shop Rental		2,449	2,553	
Miscellaneous Income		-	291	
Profits on Food and Beverage		<u>937</u>	<u>2,291</u>	
			20,275	5,564
Bank Interest			<u>4,418</u>	<u>9,850</u>
<b>Total REVENUE</b>			<u>89,977</u>	<u>76,324</u>
<b>EXPENDITURE</b>				
<b>Games and Functions</b>				
Bowls BC Membership Fee		-	7,328	
Club Functions Expense		261	1,217	
Trophies and Prizes		514	776	
Bowling Accessories		<u>32</u>	<u>322</u>	
<b>Total Business Expenses</b>			807	9,643
<b>Property</b>				
Alarm Monitoring		569	569	
Electricity		6,931	6,748	
Janitorial and Cleaning		11,270	7,106	
Club Refurbishing		13,966	-	
Water and Utilities		1,204	948	
Waste Removal		2,180	2,384	
Repairs and Maintenance		<u>13,718</u>	<u>44,396</u>	
<b>Total Facilities and Equipment</b>			49,838	62,151
<b>Administration</b>				
Property Management Fees		600	600	
Permit and License		99	90	
Bank Charges		136	154	
Advertising		250	250	
Office Supplies		332	632	
Postage and Printing		189	290	
Telephone, Internet and Television		3,905	3,272	
Sundry Expenses		263	239	
Insurance - Property & Liability		1,573	1,339	
Depreciaton		<u>2,969</u>	<u>5,378</u>	
<b>Total Operations</b>		10,316	10,316	12,244
<b>TOTAL EXPENDITURE</b>			<u>60,961</u>	<u>84,038</u>
<b>SURPLUS / (DEFICIT) OF THE YEAR</b>			29,017	-7,714
<b>RETAINED SURPLUS FROM PREVIOUS YEAR</b>			<u>52,056</u>	<u>34,770</u>
			81,073	27,056
<b>TRANSFER (TO) / FROM CONTINGENCY RESERVES</b>			<u>-20,000</u>	<u>25,000</u>
<b>RETAINED UNRESTRICTED FUND</b>			<u>61,073</u>	<u>52,056</u>

**Pacific Indoor Bowls Club**  
**Notes to Financial Statements**  
For the Year Ended August 31, 2025

	<b>2025</b>	<b>2024</b>
<b>1 Account Receivable</b>		
GST Recoverable	2,097	2,836
Pledges Receivable	5,000	-
Bowls BC	-	2,084
	7,097	4,920
<b>2 Prepaid Expenses</b>		
Bowlr Software	4,841	-
PCO expense	892	1,677
	5,733	1,677
<b>3 Furniture and Equipment</b>		
Cost B/F	36,918	35,573
Additions	3,440	1,345
Less: Accumulated Depreciation	37,606	35,573
	2,752	1,345
<b>4 Leasehold Improvement</b>		
Cost B/F	5,612	5,612
Additions	-	-
Less: Accumulated Depreciation	5,612	5,612
	-	-
<b>5 Club Bowls</b>		
Cost B/F	4,681	4,681
Additions	-	-
Less: Accumulated Depreciation	2,808	1,872
	1,873	2,809
<b>6 Accounts Payable</b>		
Fees collected for Bowls BC	3,021	-
Accrued Expenses	4,868	1,289
	7,889	1,289
<b>7 Deferred Revenue</b>		
PCO Entry Fees	7,800	5,000
PCO Sponsorship	3,375	11,278
2026 membership fees	253	5,500
	11,428	21,778
<b>8 Carpet Replacement Reserve Fund</b>		
Balance at Beginning	70,000	70,000
Transfer from Operation	10,000	-
Total	80,000	70,000
<b>9 Roof Replacement Reserve Fund</b>		
Balance at Beginning	40,000	40,000
Transfer from Operation	10,000	-
Total	50,000	40,000
<b>10 Contingency and Renovation Reserve Fund</b>		
Balance at Beginning	-	25,000
Transfer from / (to) Operation	-	-
Balance at End	-	25,000

**Pacific Indoor Bowls Club**  
**Notes to Financial Statements**  
For the Year Ended August 31, 2025

	<b>2025</b>	<b>2024</b>
<b>11 Unrestricted Fund</b>		
Retained Surplus From Last Year	52,056	34,770
Current Year Surplus / (Deficit)	29,017	- 7,714
	81,073	27,056
<b>Transfer from / (to) Restricted Funds</b>		
Contingency & Renovaton Reserve	-	25,000
Carpet Replacement Reserve Fund	- 10,000	-
Roof Replacement Reserve Fund	- 10,000 - 20,000	- 25,000
	61,073	52,056
<b>12 Membership Dues</b>		
Premier Members	17,280	18,360
Full Members	25,400	26,400
Social & Junior Members	90	90
	42,770	44,850
<b>13 Grant Received</b>		
City of Vancouver (Bike & Bowl Program)	418	450
	418	450

**Pacific Indoor Bowls Club**  
**Statement of Operations**  
**Budget for the year 2026**

	2026 Budget	2025 Actual		
<b>REVENUE</b>				
<b>Bowling</b>				
Membership Dues	\$ 45,000	\$ 42,770		
Donations	1,000	7,375		
League / Fees	8,000	9,907		
Provincial / National Tournaments	3,000	1,677		
Grant Received	-	418		
School Program Income	2,000	1,967		
Green Fees	1,500	1,170		
		60,500		65,284
<b>Other Sources</b>				
PCO Tournament	1,000	16,203		
Special Functions Income	500	686		
Lockers and Pro Shop Rental	2,500	2,449		
Miscellaneous Income	-	-		
Profits on Food and Beverage	1,000	937		
		5,000		20,275
<b>Bank Interest</b>		5,000		4,418
<b>Total REVENUE</b>		70,500		89,977
<b>EXPENDITURE</b>				
<b>Games and Functions</b>				
Bowls BC Membership Fee	-	-		
Club Functions Expense	500	261		
Trophies and Prizes	500	514		
Bowling Accessories	300	32		
<b>Total Business Expenses</b>		1,300		807
<b>Property</b>				
Alarm Monitoring	600	569		
Electricity	9,000	6,931		
Janitorial and Cleaning	14,000	11,270		
Club Refurbishing	2,000	13,966		
Water and Utilities	1,500	1,204		
Waste Removal	2,500	2,180		
Repairs and Maintenance	14,000	13,718		
<b>Total Facilities and Equipment</b>		43,600		49,838
<b>Administration</b>				
Property Management Fees	600	600		
Permit and License	100	99		
Bank Charges	150	136		
Advertising	300	250		
Office Supplies	500	332		
Postage and Printing	500	189		
Telephone, Internet and Television	4,500	3,905		
Sundry Expenses	300	263		
Insurance - Property & Liability	2,300	1,573		
Depreciaton	1,500	2,969		
<b>Total Operations</b>	10,750	10,750	10,316	10,316
<b>TOTAL EXPENDITURE</b>		55,650		60,961
<b>SURPLUS / (DEFICIT) OF THE YEAR</b>		14,850		29,017
<b>RETAINED SURPLUS FROM PREVIOUS YEAR</b>		61,073		52,056
		75,923		81,073
<b>TRANSFER (TO) / FROM CONTINGENCY RESERVES</b>		-20,000		-20,000
<b>RETAINED UNRESTRICTED FUND</b>		55,923		61,073