



# Pacific Indoor Bowls Club

## Executive Committee Meeting Draft Minutes Oct 26, 2025 (1:00 pm) Pacific Indoor Lawn Bowling Club

Present: Mary Ann Gillies, Vince Mai, Amy Leung, David Lewis, Eric Leung, Lisa Bealle, Norman Keung, Judy Lawson (minutes)

1. **Call to Order:** 12:56 pm
2. **Regrets:** None.
3. **Land Acknowledgement:** PIBC acknowledges that it is situated on the unceded traditional territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and səliłwətaʔ (Tsleil-Waututh) Nations.
4. **Approval of Agenda:** MOVED: David, SECONDED: Amy to approve the agenda. CARRIED.
5. **Approval of Minutes:** September 28, 2025 (Attached).  
MOVED: Norman, SECONDED: Vince to approve minutes. CARRIED.
6. **Matters Arising from the Minutes**
  - 6.1. Update on Interclub Fees – **Eric – completed**
  - 6.2. Update on placing link to Bowlr videos in the members only section – **Graham – completed**
  - 6.3. Update on creating pibc school bookings email account– **Graham – completed**
  - 6.4. Update on water ingress issue (see attached President's Report) – **MAG**
  - 6.5. Update on Bowlr (see attached President's Report) – **MAG**
  - 6.6. Update on PCO (see attached President's Report) –**MAG**
  - 6.7. Update on the Christmas Party (see attached President's Report) - **MAG**
  - 6.8. Update on Insurance coverage and 3 visitor drop in limit –**Norman/MAG**
    - We are covered by BBC umbrella policy thru Sport BC - members, invited and drop in guests, spectators, board members and school groups as long as they are here for bowling related purposes. Coverage is for any number of bowling related visits.
    - Renters/Corporate groups are not covered, they must purchase their own special event coverage.
    - Directors are covered except in instances of fraud or abuse, or charter of rights/human rights issues.
  - 6.9. Update on refurbishment phase 2 – **David**
    - still need photos framed and hung up
    - **Action Item:** David and Vince to price bar tables and stools/chairs.
- Graham Mason joined the meeting at 1:10 pm
- 6.10. Update on Sponsorship Policy – **David**
  - Following the PCO, discussion with Derrick Gans from WPG. Would like to continue sponsorship but there is a need for value on both sides.
  - **Action Item:** David to develop a broad framework on types of sponsors.
- 6.11. Update on Canadian Qualifier – **Eric**
  - Very successful. A larger crowd than in previous years.



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- Bowls Canada Boulingrin representative, Samatha Burrell, was on site for the entire tournament. BCB were very happy with the livestreaming and that both men's and women's finals were streamed. At one point we had 500 people watching live.
- BCB will create a plaque for the National Indoor Qualifier to replace the Championship trophies.
- Mary Ann and the Board thanked Eric for doing such an excellent job. Bowls BC also complimented Eric and the organizing committee, particularly on the Opening Ceremonies.

## 6.12. Update on broadcasting Canadian Qualifier - **MAG/Eric**

- Some issues with the livestream equipment
  - o Intermittent sound quality issues on the microphones – will look into getting **Action Item:** MAG to follow up with Bill Curry about getting new microphones and training members to use the broadcasting equipment.
  - o If we get the Canadian Qualifier next year, recommend we get ceiling cameras for rinks 2/3
- Would be great if we could stream the opening ceremonies and the medal presentations in future event.

## 6.13. Update on paper towel supply – **Vince – to be followed up at next meeting.**

## 6.14. Update on the HVAC leak in the office – **Vince – completed.**

## 7. Reports:

### 7.1. President's Report (attached) – **MAG**

- Roof replacement quotes would cost \$1.2-\$1.8 million with PIBC's share of the costs being \$540,000 – \$810,000.
- Since we and VPG are responsible for the cost of replacing the roof we plan to go to the City with VPG and ask the city to abide by the lease agreement and repair the roof. However, we will pay for it only in exchange for a lease renewal. MAG committed to be the lead on this on behalf of PIBC, even if she is no longer on the board.
- Fundraising – for HVAC, Carpet and Roof replacement we need to raise approx. \$\$1 million within the next 5 years.
- **Action Item:** MAG to investigate professional fundraisers and report back to the board.
- Membership numbers are up, we have approx. 183 members plus 7 Life members for a current total of 190 members.
- **Action Item:** MAG to invite member's feedback on Bowlr.
- Bowlr Session times can be varied but must be done in Bowlr at the beginning of the season. Board members to let MAG know how they would like to set up the Winter season time slots.
- Xmas party – probably \$30 per person and suggesting a cash donation or a 50/50 draw for the foodbank.
- James Chen's daughter has offered to do some volunteer hours at PIBC in order to complete her school requirements.
- **Action Item:** Board members to identify potential new board members.

### 7.2. Treasurer's Report – **Norman**



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- 2025-26 Budget – almost completed.
- We are projecting a surplus of approx. \$24,000, \$20,000 of that will be placed into roof and carpet funds.
- We are in good shape financially with the exception of the funds required for the new roof and carpet.

## 8. New Business:

### 8.1. Fire Drill – MAG

- the city now requires us to have an annual fire drill.
- **Action Item:** Vince to organize a coordinated fire drill with VPG.

### 8.2. New Member Meet and Greet (see attached President's Report) – MAG

- **Action Item:** Lisa and Amy to organize.

### 8.3. Purdys Fundraiser – MAG

- Purdy's chocolates offers minimum of 20% of sales goes to the club.
- **Action Item:** MAG and Judy to organize.

### 8.4. Member Request – MAG

Vince left the room at 2:14 pm

- We received a request from a member, to post a poster and some business cards on the club bulletin board. The poster and business cards relate to the member's bowling business.
- Decision to table this discussion until the next board meeting after David L has finished the sponsorship policy and the guidelines for posting materials on club bulletin boards.

Vince returned to the room at 2:25 pm

### 8.5. School Booking – Lisa

- Need email account for school bookings.
- Anil Khan can begin to reach out to the schools for this coming season.

### 8.6. Missing grab bar – Vince

- The grab bar behind the toilet in the men's handicap washroom has been removed and has disappeared. This is vandalism.
- Vince will follow up with VPD.
- **Action Item:** MAG to write up newsletter article.

### 8.7. Make up games – Vince

- Make up games are discouraged
- Members should try to find a spare rather than booking a makeup game.
- If necessary, make up games should be played on the assigned Tuesday night slots.
- If members are planning to be away for 3 or more weeks, they should seriously consider not signing up for a league.
- **Action Item:** Eric will prepare language addressing make up games for the session that starts in January.

Lisa left the meeting at 2:30 pm



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## 8.8. Time booking – Vince

- Current rules around bookings are running on a trial basis and will be reviewed by the board at the end of the session.
- **Action Item:** MAG to write a newsletter item around rink bookings and ask for member feedback.
- rink booking charges
  - o a suggestion was made to charge money for rink reservations. We would need to consider the economics for members, particularly if we're going to have to pay for parking.
- Decision to have a logbook where monitors sign in and indicate that booked rinks were used appropriately.  
**Action Item:** Graham to design a template for the logbook pages.

9. **Date of Next Meeting:** Sunday, Nov 23, 1:30 pm at PIBC.

10. **Adjournment:** MOVED: Amy, SECONDED: David to adjourn the meeting at 3:13 pm. CARRIED.

## President's Report October 26, 20025 Board Meeting

1. **Water issues** – I met with Kyna Fletcher, the ED of VPG about the water issues. Both Kyna and Judy have been in touch with the City about our concerns. I'll keep the board apprised of any developments; in the meantime, we'll need to ensure that water is cleaned up as soon as we notice it – esp. behind rink 5.
2. **Parking** – On Oct. 20<sup>th</sup>, the Parks Board approved a one-year pilot project that will see paid parking at various community sites in Vancouver including ours. The motion that was approved was that “The first three hours of parking will be free for community centre patrons with a rate of \$3.50 per hour thereafter. Parking for people not visiting the community centre starts at \$3.50 per hour.” The strategy includes provisions for staff, volunteers, and vulnerable users through parking exemptions and discounted passes. When I met with Kyna we also discussed this issue and will approach the Parks board to ensure that our members are treated similarly to community centre patrons and we will ask for some dedicated staff/volunteer parking.
3. **Fund raising** – given the fact that we are likely to replace the roof sooner than anticipated, we do need to think seriously about fundraising. We had some success with the cruise raffle and we have the Purdy's fundraiser on the agenda, but I think we need to talk about whether we ought to look into hiring a fundraiser to help us. The roof is likely to cost at least \$1 million and our share of that would be \$450,000 and if you add in that our HVAC is aging and replacing all 3 machines would likely be at least another \$150,000 and to replace our carpet would be another \$250-300,00, we're looking at needing to raise \$800,000+ just to keep the club and building viable. So this is a major project that I don't think we have the

expertise in house to deal with. What I'd like to ask is your permission to explore options for working with professional fund raisers.

4. **Membership Numbers** – it looks like we have about 40 new members – a handful are former members who have come back, but most are new to PIBC. One thing some new members have told me is that being able to book a rink was a key factor in their decision to join the club. We've lost about 35 members – some of whom will return when they come back from travelling. So it looks like we're holding our own and growing slightly in terms of overall membership. Because of the large number of new members, I've proposed that we host a new member meet and greet which is an item on the agenda.
5. **Canadian Qualifier** – by the time of the meeting the competition will have concluded. I want to offer my congratulations and thanks to Eric and his committee for putting on a successful event. Hopefully we will continue to host this event in the future.
6. **PCO** – I am in the process of writing the final reports. We've not yet finalized the financials – including the Matheson grant – but the deadline for getting the CofV report in is 90 days after the event's conclusion so there is a bit more time to get the financials sorted out. It does look like we will be in the black for this event this year.
7. **Bowlr** – we have successfully launched Bowlr and members seem to be adjusting reasonably well to it. Rink bookings are being well used, members are beginning to take advantage of the coaching slots, and inputting of scores seems to be going ok as well. We'll do a newsletter item about booking rinks – particularly around make up games, weekly booking limits and ensuring that all people playing on a booked rink are listed on the booking. I've had a few suggestions about changes that members would like and will bring these to a board meeting in December when we review our first session using Bowlr.

8. **Christmas Party Date** – date is Fri. Dec 5<sup>th</sup> and Monique Lamoureux is organizing it with the help of a friend who is an event organizer. She is finalizing the menu – it won't be a sit-down dinner, but more of a cocktail type of event. At the moment, we're looking at a cash bar, and various finger foods

- \* Tempura shrimp
- \* Spanakopita
- \* Meat and cheese platter
- \* Fruit platter
- \* Greek salad (which I will prepare)
- \* Various Costco desserts
- \* Vegetable trays
- \* Dips, chips, and olives

And she's hoping to keep price within the \$25-\$30 range. There will be bowling and mah jong for those who wish it.

9. **Succession planning** – if the bylaw revisions pass at the EGM on Nov. 9<sup>th</sup> the current board will stay in place until elections at the AGM in March. Please let me know if you intend to stay on the board until then and if you plan on seeking re-election at the March AGM. In preparation for the transition to a new board in March, it would be ideal if you could create a task list for your area of responsibility so that if you decide to step down, the next person who takes on your position knows what is involved in it.

10. **Judy** – this is Judy's final board meeting as she is stepping down after the Nov. 9<sup>th</sup> General Meetings. I know that we would all like to thank her for the 5 years she has served on the

board – the last 2 as secretary – and I personally will be forever grateful for all she has done to assist me.

Mary Ann Gillies, President, PIBC