

Unapproved Minutes
SPLBC Board of Directors Meeting
Tuesday, January 14, 2023 (09:30 am)
Clubhouse

Attendance: Chris Chapman (Chair), Rick McInerney, Judy Lawson, Lois Goodeve, Wayne Hawrysh, Sue Smolen, Lisa MacLean (Via Zoom, Minutes)

1. **Call to Order:** 09:41

2. **Regrets:** Claus Braovac

3. **Approval of Agenda:** Modification: The first agenda item under "Reports" would henceforth be a combined Treasurer's Report/Financial Statements instead of the Financial Statements being an earlier separate item.

MOVED Lois, SECONDED Rick that the Agenda be approved as modified.
CARRIED.

4. **Approval of Minutes:** December 13, 2022 (Attached).

MOVED Lois, SECONDED Judy that the November 7, 2022 Minutes be approved. CARRIED.

5. **Decision/Action/Follow-up:**

5.1. **Financial Statements** (in Treasurer's Report attached):

Discussion of Bowls BC fees. MOVED Rick, SECONDED Sue to accept the Financial Statements as presented. CARRIED unanimously.

5.1 **ACTION ITEM:** That Chris follow up with Parks Board about painting.

5.2 **ACTION ITEM:** That Wayne forward Harold's quote for fixing the lighting to Brad.

5.3 **ACTION ITEM:** That Chris work on the annual Report to the Parks Board.

5.4 **ACTION ITEM:** That Judy call a meeting of all last year's bartenders to find out what worked/what might use improvement in the running of the bar.

5.5 **ACTION ITEM:** That Judy send Lois a digital copy of the Bowls BC Code of Conduct.

5.6 **ACTION ITEM:** That Lois fix the link to the SPLBC Code of Conduct in the Membership application.

5.7 **ACTION ITEM:** That Chris find the Bowls Canada Code of Conduct.

5.8 **ACTION ITEM:** That Lois or Chris ask Mike to set up a separate Members Only section of the website with a single password.

MOVED Chris, SECONDED Lois that in the 2023 season we charge \$30 + GST for 2 lessons after which a potential member would have to take out membership, from which fees this lesson cost would be deducted. And that the 2023 Membership fees would remain \$250. CARRIED unanimously.

5.9 **ACTION ITEM:** That Wayne investigate whether plastic crows would help with our crow-hole-pecking issue.

6.0 **ACTION ITEM:** That Wayne get more information from Monika on the proposed greenhouse.

6.1 **ACTION ITEM:** That Wayne get John Sinclair the use of a backup laptop for the fob system.

6.2 **ACTION ITEM:** That Wayne follow up with Terry & Tom about the washroom upgrade.

6.3 **ACTION ITEM:** That Wayne get Harold to look at the warping floors and ant issue.

At this point Garnet from Abell Pest Control appeared and discussion of the attic ensued. After looking at the contract we have on file, it was discerned that we do have a signed contract that includes regular inspection of the attic. Abell has not been doing this. Discussion of consequences, price, rats.

ACTION ITEM: That all Directors check their sections of the 2023 Org Chart and email Lisa to confirm that the duties assigned to them are correct and also the names of the managers assigned to those duties.

6. Reports:

6.1. **President's Report (Attached).**

6.2. **Vice President's Report (Attached).**

6.3 **Past President's Report (Attached).**

6.4. **Bowling Report (Attached).**

6.5. **Director at Large - Infrastructure (Attached).**

6.6. Director at Large – Social (Verbally submitted).

7. **Ratification** of an Increase to Corporate Event Pricing via email: On December 23, 2022 a MOTION was made by Judy, SECONDED by Chris to increase corporate event pricing for 2023 to \$50 for 2 hours of bowling and \$10 for an extra 2 hour social. All board members voted via email and the motion was CARRIED unanimously on January 4, 2023, with one abstention.

8. Carry Forwards/New Business:

8.1 The BBQ Shed was decided against. A committee of shed users will be drawn together to reorganise the present shed to suit all users.

8.2 Management Workshop

MOVED Chris, SECONDED Judy that the Managment Workshop mandated by the previous Board be taken off the table until the current President, Past-President, and Vice-President can come up with a structure. CARRIED unanimously.

8.3 Membership Survey: Discussion of survey function and format.

8. **Next Meeting:** Tuesday, February 14, 2023 9:30 am Clubhouse.

The meeting adjourned at 12:43 pm.

MINUTES APPROVED BY BOARD OF DIRECTORS ON _____

Chris Chapman

Lisa MacLean

President

Secretary

Agenda
SPLBC Board of Directors Meeting
Tuesday, January 10, 2023 (09:30 am) Clubhouse

1. Call to Order:

2. Regrets: Claus

3. Approval of Agenda:

4. Approval of Minutes: December 13, 2022 (Attached).

5. Decision/Action/Follow-up:

5.1. Financial Statements to December 31, 2022 – Rick.

6. Reports:

6.1. **President's Report** (Attached) – Chris.

6.2. **Treasurer's Report** (Attached) – Rick.

6.3. **Vice-President's Report** (Attached) – Judy.

6.4. **Past President's Report** (Attached) – Lois.

6.5. **Director at Large** – Bowling Report (Attached) Claus.

6.6. **Director at Large - Infrastructure** Report (Attached) – Wayne.

6.7. **Director at Large - Social** Report (To be distributed) – Sue.

7. Ratification of an Increase to Corporate Event Pricing via email: On December 23, 2022 a MOTION was made by Judy, SECONDED by Chris to increase corporate event pricing for 2023 to \$50 for 2 hours of bowling and \$10 for an extra 2 hour social. All board members voted via email and the motion was CARRIED unanimously on January 4, 2023, with one abstention.

8. Carry Forwards/New Business:

8.1 2023 Org Chart

8.2 Membership & lessons:

-From last year's enrollment numbers: 167 people had 1 or 2 free 90 minute lessons, 67 of them bought memberships.

-Consider the value of free lessons vs volunteer time.

-Could memberships be sold at the open house?

Possible survey of members for suggestions.

8.3 BBQ Storage Shed Follow-up

8.4 Greenhouse Request

9. Next Meeting: Tuesday, February ____, 9:30 am – Clubhouse.

President's Report for January 10, 2023 Board Meeting

- 1) Operating Agreement – No new news
- 2) Square POS System. Will be training Rick and Judy as things come up – Our next session will be held after our meeting.
- 3) Member & other Communications up to January 5, 2023
 - **From Jean Lawr** – Received another email thanking the board for their work.
 - Email from **Monika Hilson** regarding the purchase of a green house – see the attached report
 - **Phone conversation with Colleen Fee** – As mentioned in an email to the board, Colleen has volunteered to write an article about our club gardens. Her plan is to interview each of the gardeners about their respective gardens and to highlight the focus and structure of each one as part of the whole. This article will be published in one of our spring newsletters.
 - Notice received from the **Parks Board** about the work to remove the bike lane being underway.
- 4) Capital Priorities Committee Projects
 - BBQ Shed - Please see the attached report
 - Field Lighting - Brad contacted the company that last worked on our field lights and they will be providing a quote to fix the broken lights as well as a quote to change over to LED.
 - Wayne has indicated that Harold Weibe may also be submitting a quote for this work.
 -
- 5) Annual Report to Parks Board is due at the end of January, I will be working on this in the coming week.

TREASURER'S REPORT

JANUARY 10, 2023

FINANCIAL STATEMENTS

Financial activity in December continued to consist mainly of routine payments for utilities and contract services. There was a large-ish unbudgeted payment of ~\$8,300 for the new gas-fired heater in the clubhouse and another for ~\$3,800 for the Christmas party – the latter was more than offset by ticket sales for the event. The P&L statement for the first quarter of the fiscal year shows a loss of \$17.1k vs. a budgeted deficit of \$31.2k.

On the balance sheet, the planned minor increase to the amount in the Designated Reserve to match the budgeted expenditure on Capital Improvements was made. The approved purchase of \$40k in term deposits (GICs) with some of our excess cash was also done, reducing the balance in our operating account to about \$65k at the end of the calendar year.

Rick McNerney

December VP Report to the SPLBC Board of Directors

Date: January 10, 2023

Prepared by: Judy Lawson

Corporate Rentals

Will start taking bookings mid January, have had 2 enquiries so far.

Pricing will be increased to \$50 for 2 hrs of bowling and \$10 for 2 hrs of social.

Bar

Iain Girvan will continue on as Bar Manager, hurray!

A number of bar volunteers have their SIR certification expiring this year. Any members who are interested in volunteering behind the bar can take or renew their Serving It Right certification via a short online course at:

<https://www.responsible-service-bc.ca/serving-it-right-course>

Should the club cover the \$35 required to take the SIR exam? Things to consider:

- Reimburse after passing the exam? Reimburse after a number of hours of bar service?
- Could come into effect for hours worked after Jan 1, 2023?
- Who would monitor this?
- Do any other types of SPLBC volunteer roles have costs involved? If there is benefit to the club, should they be reimbursed?

SPLBC Board
January 10, 2023
Past President's Report

Membership Committee:

Had a very productive meeting going over the plans and timelines for membership 2023 and Open House.

Plans are for two new banners, hopefully paid for by BC Bowls grant.

The committee is looking to the board for a few answers.

1. Confirm pricing for 2023 is the same as 2022.
2. Confirm Code of Conduct should be Stanley Park's version. Form is currently linked to BC Bowls 6 pager?
3. Consider introducing a "Members only" section of the website with a single password. Mike has agreed it is doable. Information stored would include:
 - a. membership lists
 - b. previous board minutes
 - c. anything else that should not be shared with the public.

Lois

JANUARY 5, 2023

NOTES FROM COACHING + GAMES

- 1) Petra VanderLey will be the 2023 “Coaching Team Leader”
- 2) Open house demo lesson, plus 2 paid lessons, then the person can sign up to be a member and whatever the person paid for the lessons, would be applied to their membership fee. If they decided not to become a member, the lesson costs are not reimbursed.
- 2) Cost of the 2 Lessons will be \$30.00 + GST \$1.50 = \$31.50
- 3) Petra will be applying for official coaching certification to assist in the programme for more SPLBC players to become competitive coaches. She will continue with the ongoing coaching sessions for all SPLBC members throughout the 2023 season.

That is the “BOWLING NEWS” from Claus

Infrastructure Report

Report from Dec.14 to Jan.6, 2023

House

Team Leader-Harold Weibe

Harold Wanted to Reiterate that the City Of Vancouver Repaired the Faulty Water Line and that the New Furnace was Installed by Lambert Plumbing. Both He and I were Wondering if Lois had Followed Up with Lambert about the Efficiency Issue.

Resolution of the Dishwasher Problem-We Reached Out to Lambert on Dec.14, 2022 and to Russell/Hendrix on Dec.17, 2022, to Help with the Draining Problem.

Lambert Became Unavailable Until the New Year and Russell/Hendrix Never Returned Our Calls.

So, Upon Going Through the Manual a Couple of Times, Restarting a Couple of Times and Being Patient, Harold Resolved the Issue! No Tech Required! Just Our House Manager Magician!

Harold Received an Email from Ed Hamilton, Our Maintenance Man, Mentioning an Ant Problem Around the Bar Area. Some Ant B-Gone was Utilized and Problem Resolved!

An Extended Conversation About Future Resolutions and Prevention were Discussed with Chris Chapman.

We Requested Abell Contact Harold or I When Their Tech (Garnett) is Due to Make Their Next Inspection, so We Can Discuss the Attic "Situation".

Harold is still Working on a Quote for the Greens Lighting.

Greens

Team Leader-Gavin Clifford

With Gavin on His World Tour, Robert Prud'homme and Tom & Linda Gorman have been the "Eyes on the Ground"!

December saw some Heavy Snow Accumulate and the Due Diligence of the Greens Team and Wayne (Who Loves to Shovel Snow) Made the Club House Walkways Accessible, Especially for Our Euchre and Bridge Players!

Huge Crow Holes were Prevalent Prior to the Snowfall, But Now are Becoming Enormous! A Nematode Feast! The Greens Team are Are Doing Their Best to Patch and Repair!

Resolutions to be Discussed upon Gavin's Return.

Gardeners

Team Leader-Monica Hilson

Various Members of the Gardening Team are Dropping by on a Regular Basis to Check Out and Plot Their Strategies for the 2023 Gardens.

A Request has Been Made by Monica, Upon Consultation with the Team, About the Approval of the Purchase of a Small Greenhouse, to Be Installed Along the the East Side of the Equipment Building.

It's Been Asked of the Board for Approval and the Cost to be Incurred in One of Three Scenarios; (1) A Grant from Barbara Coleman's Credit Union

(2) Infrastructure Budget Money

(3) Monica Will Buy It and Our Greens Team Install It

Cost \$400.00

FOBs

Team Leader-John Sinclair

John has Requested that He Remain in the Position of Head FOB Guy. But, has Resigned His Position with the Capital Priorities Team.

Keith Warriner Will Remain as John's #1 Back Up Man!

A Big Issue at this Juncture, With Our Phone Line Not Being In Service, There is NO BACK UP SYSTEM in Place, and has Suggested that Chris May Have Alternate Solutions?

Installing On The Club's Laptop or One of Chris'?

AED

Team-Dianne Farlinger, Geordie Stowell, Eva Murray

All 3 Members Will Remain on the AED Team.

Testing of the Defibrillator was being done on a Regular Basis by Any 2 or All 3 of the Members During the Spring and Fall. A Winter Check is Due.

A Refamiliarization of the Unit, which Thankfully Hasn't Had To Be Used, Will Occur in the Spring, When All Members are Available. Including Wayne Hawrysh (CPR and AED Course 2022).

WOW!!

Wayne E. Hawrysh

Director-at-Large (Infrastructure)