

Unapproved Minutes
SPLBC Board of Directors Meeting
Monday October 16, 2023 (9:30 am)
Clubhouse

Attendance: Chris Chapman, Judy Lawson, Wayne Hawrysh, Lois Goodeve, Sue Smolen, Graham Mason, Lisa MacLean (Minutes).

1. **Call to Order:** 9:35 am

2. **Regrets:** Rick

3. **Approval of Agenda,** MOVED Judy, SECONDED Wayne. CARRIED.

4. **Approval of Minutes:** MOVED Judy, SECONDED Lois that the September 19, 2023 Minutes be approved. CARRIED.

5. **Reports:**

5.1 Treasurer's Report (Presented verbally by Chris Chapman).

In Rick's absence Chris presented the financials. Deferred Revenue item #2114 for club shirts \$1,575. still needs to be moved to merchandise sales.

Chris will send out budget numbers for each area once these are updated. The QMC bill amount is not included, and financials might change once we have this amount.

5.2 Vice President's Report (Attached).

Discussion of fee increase for the Corporate events. MOVED Judy, SECONDED Lois that we raise the 2024 corporate rate for bowling by \$10 to \$60 for 2 hours of bowling. CARRIED.

Bar: discussion of red wine spoilage. Spoilage needs to be tracked for our liquor license. Info on write-offs can be found in our POS system.

Donations: SPLBC is accepting donations but not advertising. We need to manage donation asks.

5.2.1 ACTION ITEM: Sue to call for a volunteer to help with Christmas party donations. Sue will also approach potential donors.

Discussion of the Belonging in Bowls Program. SPLBC has passed the Blue Level 1. We need a Safe Sport Officer to progress to the 2nd Level.

5.2.2 ACTION ITEM Judy to approach a member to serve as our Safe Sport Officer.

5.3 Past President's Report (Attached).

A second call for nominations to the Board of Directors and specifically the Treasurer's position, will come out shortly.

The Membership Committee is already working on next year's materials. Thanks to George and Susan Guthrie for their great work.

Bowls BC has not yet paid for the Men's Provincial 4s Tournament held at SPLBC.

5.3.1 ACTION ITEM: Lois will recreate the Bowls BC invoice and send it out for payment.

5.4 Director at Large – Bowling (Attached):

Discussion of Coaching issues. Need a volunteer to look after newer bowlers, novice and intermediate, to encourage them to sign up for tournaments.

5.4.1 ACTION ITEM: Graham to look after finding someone for this new position.

Games: Graham to look after finding someone to fill the Games Leader position.

5.4.2 ACTION ITEM: Graham to move some of the top-level planning activities from the Games Leader to Director at Large – Bowling.

Discussion of Games/Hospitality budget/fees.

5.4.3 ACTION ITEM: Graham to ask Glen Young for information/ suggestions on how to deal with storage of new rakes and addition of protective padding to the rakes.

Discussion of the bowling arm: potential samples and usage issues, should we be able to acquire one.

5.5 Director at Large - Infrastructure (Attached).

5.5.1 ACTION ITEM: Greens – Wayne to find out the cost of aerator tine replacement for the budget.

Discussion of power issues and shutdowns – SPLBC is on the same grid as the Park Board and not often told about these shutdowns in advance.

Wayne offers his thanks to all Board Members, Team Leaders, and Volunteers for all their hard work in making our 2023 season such a success.

5.6 Director at Large – Social (Attached).

Discussion of the ice machine.

5.6.1 ACTION ITEM Sue to organize the closing of the ice machine for the winter after our Halloween event. Sue to get ice trays/make ice/buy ice and put into the freezer for winter activities.

Discussion of Games Night/Halloween planning. Discussion of rental vs buying karaoke machine.

Discussion of the Club Halloween Party. Prizes for best costume.

5.6.2 ACTION ITEM: Sue to investigate the Karaoke machine options.

5.6.3 ACTION ITEM: Sue to post a call in the next newsletter for volunteers for the Christmas Party.

5.6.4 ACTION ITEM: Sue to change the Halloween poster slightly to emphasise that there will be karaoke.

5.7 President's Report (Presented verbally)

Bowls BC fees: these will be \$11,718 for 2024 based on their budget and our average number of bowling members for 2021, 2022, 2023.

5.7.1 ACTION ITEM: Chris will send out a spreadsheet of information on all clubs' memberships to each Board member.

V&D AGM October 2023: Chris and Graham will go to represent SPLBC.

Sunshine Ambassador: 16 cards sent out to members this season. Jean has volunteered to continue in this position and the Board accepts with gratitude.

The Board of Directors wishes to express its condolences to Wagdy Senbal on the loss of his beloved wife.

Discussion of Club sound system issues and potential solutions. Brad has offered four suggestions of various options for repair/upgrade.

5.7.2 ACTION ITEM: Graham to talk to Brad about the options and also Graham's potential donation of an 8-channel sound board.

Discussion of capital purchases for 2024: various suggestions put forward, including: new cupboard in shed, another bike rack suitable for e-bikes, fixing the rot issues on the exterior of the clubhouse, replace window frames, complete building inspection to prepare/plan/budget for upcoming maintenance issues, painting exterior and interior of Clubhouse, more lockers.

Discussion of a 3rd Green This would be a ten-year project, to develop, plan for, and fundraise for a third bowling green. Greens Advisory Committee is working on this.

Discussion of renewal of the present greens. These need improvement, especially considering our current usage, with increasing membership, corporate events, and tournaments. It would require about \$250,000 per green to replace each green with new grass, and up to \$500,000 to replace one of the grass greens with artificial turf, starting with the East Green. We would close one green at a time to replace it, so for a year and 4/5 months we would only have a single green operational.

5.7.3 ACTION ITEM: Each Board Member is asked to get back to Chris by Oct 22 with their vision of what to do about the greens: replace both, one after the other, with grass; replace both greens, one after the other, one with grass and the other with artificial turf. We will need to budget for and raise the money for any greens action undertaken.

5.7.4 ACTION ITEM: Each Board member to email Lisa with their draft report and slide bullet points for the upcoming AGM by Oct 27.

8. **Next Meeting:** Monday, November 6, 2023 9:30 am Clubhouse.

The meeting adjourned at 12:25 pm.

MINUTES APPROVED BY BOARD OF DIRECTORS ON _____ 2023

Chris Chapman

Lisa MacLean

President

Secretary

Report to the SPLBC Board of Directors

Date: October 16, 2023

Vice-President - Judy Lawson

Corporate Rentals

Anne Berridge, Keith Bespflug and I met on Oct 6 to discuss plans for next year's corporate events. We recommend a \$10 increase for 2 hours bowling, no change to social time costs. Expect to keep the number of events around the same as this year, 20-22. And we set a target of \$55,000 to allow for rainouts but with no rainouts, potential revenue could be 20 events x ave of 50 ppl x \$70 = \$70,000.

Minutes of the meeting are attached for Board members.

Bar

Not much to report.

We're going to start tagging red wine bottles – indicating date opened and number of glasses sold – in an effort to track spoilage from opened bottles of wine sitting too long and going off. Spoilage will be documented and assessed in the coming year to better plan for the following years budget.

The frozen mini meals we are required to have on site have been replaced with new and reduced to 3 in total.

SPLBC Board
October 16, 2023
Past President's Report

Nomination Committee:

I am very happy to report that a member has agreed to stand for the Director at Large – Greens position at the AGM. He shared some reluctance in attending long executive meetings and I tried to assure him that we all try to keep them on topic and succinct.

No success to date on the Treasurer's position but we are still at work. The Nomination Committee of myself, Cheryl Young and Rob Berridge are meeting regularly. You will have noticed our first call for nominations in the newsletter. The response to date has been low (as in zero). A second call will be published shortly.

Membership:

I met with George and Susan who are already working on next year's forms. They were looking for confirmation of rates but I said we had to wait for budget approval to nail those down. George brought up a small GST inequity that he will take up directly with Chris and Judy.

Lois

BOWLING DIRECTOR'S REPORT

Coaching

In a circular to all that performed various roles to help our 2023 novices, it was revealed that coaching completed 12 lessons to over 125 novices in a span of four weeks, and over 80 of those registered. Over the course of the 2023 season, 15 'Refresh Your Game' sessions were held along with three Tournament Play sessions, three Measuring Clinics and one 'Building the Head' clinic.

Games

Plans are already underway for the 2024 bowling season. To date, four members have accepted my invitation to be on the games team. Being on the games team obliges members to convene one or more tournament in 2024 (club, inter-club or V&D).

Next year there will be a change in prize money allocation for club tournaments. Instead of 100% of the \$10 entry fees going to prize money, approximately 10% (\$1.00 per entry) will be withheld to cover hospitality costs for each event. This would make club tournaments revenue neutral.

Inter-club events already generate profits to SPLBC, so the percentage of allocated prize money will remain unchanged. Of the \$20 entry fee received for each inter-club registrant, it is suggested that \$1.75 per entry be the guideline for hospitality expenses for each of the four events.

- Graham Mason

SPLBC-Infrastructure Report for the Period Sept.17,2023 to Oct. 13,2023

Greens

Team Leader- Gavin Clifford

- Greens were permanently closed Oct.2, 2023
- Coring and Sanding, (a blend of 12meters of premium sand/ bent grass and organic fertilizer) was completed on Oct. 3, 2023
- Aerator tines will be replaced
- Umbrellas and Portable Benches are cleaned and stored
- Removal and Recapping, with treated 12"x2"x6" planks, of the East Green Cap Boards was performed from the period of Oct.10 to Oct.13, 2023
- This was a Majorly Huge Job, so HUGE kudos go out to Gavin's Crew on this day, The Magnificent 7— Robert Prud'holme, Larry Crebo, Tom Gorman, Hugh Jensen, Albert Nieuwold, Brad Marchant, Mehdi Bahrami and Always a Factor Glen Young and Terry Furlong
- Staining/ Painting will Commence in 4 to 6 months, given the Boards need a "Drying Out"/ Seasoning period
- Backboards are in good shape and have an approximate life span of another 10 years

House

Team Leader- Harold Wiebe

- As the Season wound down and most issues were resolved pro-actively and efficiently, the House Team wishes to send out a Grateful Thank You, To All the Incredible Volunteers that each and every Team brought to Any Event Our Club Hosted! All of Your Patience, Kindness and Cooperation were Invaluable
- Our Cleaners Ed Hamilton and His Partner, the Meticulous George were outstanding in their efforts to ensure that Our Clubhouse was Always Presentable, Sparkling and in Order. They would make themselves available whenever called upon, coming in at 5 or 6 am. when We were Hosting a Tournament and there was a BBQ the night before
- Cleaning is back to once every 2 weeks, with a Big Sigh of Relief from Ed and George, so the House Team is asking that All attending the Club for Social functions, this Fall and Winter, are Mindful of Cleanliness, Spills, Garbages and a Gentle Reminder to have a look around to see what needs attending, as We All are Responsible to Each Other
- Supplies are replenished in the Storage/Games Area and the Cupboards, so, if a Toilet Paper Roll needs replacing, Don't be afraid to replace it
- We are still having issues with the Parks Board Not Informing SPLBC of their Power Shutdowns. Whether the COV Electricians are working on the Parks Board Building or the Newly Installed Electric Vehicle Outlets, the SPLBC buildings are affected, for We are Now on the Same Grid since the Change over to QMC from B.C. Hydro in the Spring of 2023

- Harold will follow up as He is Investigating/ Troubleshooting to see if it may be an Internal problem

AED/ First Aid

Team Leader- Dianne Farlinger

- Dianne is Attaining Her First Aid Recertification and will be reaching out to Members on establishing a Safety Committee
- First Aid Supplies Updated and AED checked

FOBS/ Security

Team Leader- John Sinclair

- All remains Status Quo on the FOB front

Big Thanks to All Board Members and Huge, Huge Congratulations to Each and Every One Of Their Team Leaders for an Impressively, Amazingly Successful 2023 Season!!!!

You Are All The Best!!!

Wayne E. Hawrysh

SPLBC

Director-at-Large (Infrastructure)

Social Directors Report October 16, 2023

The end of season kitchen cleanup has been completed, the chest freezer has been defrosted. The ice machine will be cleaned and drained for the winter after the halloween party on October 28. Thanks to Christine Skelton and Derrick Williams for helping with this.

I have heard many positive comments regarding the upcoming games night. Hopefully there will be a good turnout.

The Halloween Party is scheduled for Saturday, October 28, 2023. Doors will open at 5:00pm, pasta dinner at 6:00pm, followed by Karaoke at 7:00pm. I am looking into purchasing a karaoke machine, but that may also entail subscribing to an app for music so that is still up in the air. Costumes are not mandatory but those arriving unadorned will be required to purchase a drink for a member in costume.

I am moving forward with the arrangements for our Christmas party on December 16, 2023 at the Sands on Davie. It will be similar to last year, buffet with a turkey carvery. Maximum seating capacity is 100. Am also looking to hire a DJ. I would appreciate any assistance I can get with securing door prizes for the party. I have asked to book December 7, 2024 for next year's event, just waiting for confirmation on that.