

Annual Report to the SPLBC AGM November 2019 to November 2020

1.0 President (Lois Goodeve)

1.1 Overview of year

What to say about this most unique and challenging year? Our plans were all set for a wonderful bowling season and the pandemic struck and we officially closed the clubhouse and all bowling on March 13, 2020. However, it was immediately obvious to your board that without membership fees and corporate rentals, SPLBC was in grave financial danger. We pared our budget where we could, but greens need to be maintained. Happily, with the Park Board being able to set up anonymous tax-receipted donations, our membership responded in a big way. Most of our surplus has been exhausted, but we are ending our year with a positive cash position.

1.2 Phase 1 and 2 Bowling:

First thing, the greens team and the gardeners toiled to bring an oasis of beauty to our grounds. When the pandemic seemed to be settling down a little in May, we struck a Back to Bowling committee who worked through the many complex and contradictory guidelines and brought us the restricted member only bowling that began June 20. Over 130 members joined up to play. We even had three club tournaments near the end of the season.

1.3 Capital Items and Grants:

Although most club improvements were put on hold for this year, we needed to spend the New Horizons for Seniors grant from 2019 so new indoor lighting and fridge and freezer were installed. In addition, we followed through with the Waine legacy of new shade umbrellas. Neither of these projects cost us any cash. The Capital Priorities Committee have now filed applications for a sports club grant (maximum \$7,500) and a new NHFS grant of \$25,000. The smaller grant would be applied to operating costs over the winter while the larger must be a capital project so is defined as new plinthing for the east green, new greens equipment and a sustainable greens program.

1.4 Joint Operating Agreement with Park Board:

With the onset the pandemic, our negotiations for a new Joint Operating Agreement were cancelled and the Park Board dictated a two-year extension with a couple of negative changes. We anticipate starting the process for a new more equitable agreement at least a year in advance and Petra Vanderley has agreed to

help us with this. SPLBC has also joined with the other six clubs in the City of Vancouver to work through these negotiations as one unit where possible.

1.5 2021 and Assumptions:

Trying to make plans for next year is, of course, extremely difficult. Based on the lack of good foresight, we have made the assumption that we would be starting next season at Phase Two, where we ended. To survive, we will need to return to membership fees. We also see the opportunity for small corporate rentals, restricted to one afternoon a week and following our protocols. Of course, things may look a lot different in the spring and we could well have a revised budget for the Spring Meeting.

1.6 Communications (Mike Smolnicki)

Communications topics and focus were decidedly different in 2020. The following highlights how we pivoted for this season.

- * We maintained our 2 main channels for communications, the Newsletter and the Website

- * Before the season even began the Newsletter kept members informed on the decisions the Board was making. While the website implemented some of those tough choices, by modifying the home page to have our messaging front and center for members and the public, hiding some links which were no longer of use for this season (corporate bookings, membership applications/payments) and providing a link to donations.

- * Once the "Play Safe" committee got rolling, Communications got involved with helping to select a "rink" bookings solution and with some of the support documentation (videos) for using the booking system as well as access to the various forms needed to comply with health guidelines. Many thanks to "Play Safe" members for remote person to person support of the rink booking system.

- * As the club got into its pandemic routine, regular communications like Board Minutes, tournament results and updates to the calendar continued.

- * There were some informal communications put out at the very uncertain start of the pandemic in March and April offering assistance to our club community.

Many thanks to those members for their imitative and "in it together" spirit.

2.0 Treasurer (George Guthrie)

2.1 FINANCIAL STATEMENTS FOR THE YEAR ENDING SEPTEMBER 30, 2020

INCOME STATEMENT - We have improved the presentation of the Statement of Revenues and Expenses to separate the activities arising from the NHSP grant and the Waine legacy from the club's regular operations.

The club's regular operations are showing a deficit of almost \$51,000. Understandably this is the result of the severely curtailed activities caused by the Covid-19 pandemic. We were unable to allow membership fees nor could we accept any bookings from Corporate Groups. However we were very grateful to the large number of members who contributed donations amounting in aggregate to \$28,000.

Expenses were pared as much as we reasonably could however it was important to continue maintaining and improving the greens so these costs were kept at the same level as in the prior year. Also, we replaced the plinth boards on the west green before the pandemic restrictions went into effect. This shows in the statements as Club Improvements of \$13,873.

As mentioned above, the grant and legacy activities are shown separately with a balance carried forward into the next year of approximately \$13,000. This is the remaining NHSP 2019 project to purchase sets of small bowls which we expect to complete in the spring of 2021.

BALANCE SHEET - Although we ended the year with approximately \$64,000 in cash (Operating bank account plus Term Deposits), it is important to note that this includes \$13,000 of NHSP money not yet spent. And through the winter months the ongoing greens and facilities costs run to over \$30,000. During the year we had to cash two of our \$10,000 term deposits, leaving us with the remaining four for a total of \$40,000 plus accumulated interest.. The cash projection over the 18 months to March 2022 shows our cash being depleted down to below \$18,000.

2.2 OPERATING BUDGET FOR THE YEAR 2020 - 2021

The pandemic has of course introduced unprecedented uncertainty into forecasting for the 2021 bowling season. The SPLBC Board therefore established several assumptions to apply to the budgeting process. The key assumptions are:

1. Bowls BC's Phase 2 conditions will remain in effect
2. We will be able to issue memberships for bowling but not for social
3. We will be able to host some Corporate events at a higher price than last year but with lower numbers of guests (only 32 can bowl at one time)

By projecting revenues based on these assumptions we are able to present a break even budget for the year. And, importantly, the cash projection extended out to March 2022 indicates that we will still be solvent through the winter of 2021 - 2022 when the next influx of revenue in spring 2022 has not yet started. However it is likely that our remaining term deposits will have been fully depleted by that time.

Finally, if conditions change during the year, rendering these assumptions invalid, we will prepare a new budget based on the new conditions

3.0 Vice-President's Report (Sharyn Collis)

3.1 Corporate Events (Sharyn Collis, Lois Goodeve, Anne Berridge and Keith Bospflug)

There were no Corporate Events held this year due to Covid-19

We held a meeting in October to discuss the possibility of reopening in 2021 to Corporate Events on a smaller level in compliance with Phase Two.

Anne will be contacting all past clients to let them know that we will be open for business and we expect to hold no less than ten events. We will be offering bowling on Thursdays and some Tuesdays evenings.

There will be no more than forty people which will allow for ten volunteers. We will offer a one day membership and bowling for a fee of \$75 per person. Our desired target is \$25,000 for 2021.

4.0 Past President's Report (Eva Murray)

4.1 Nominating Committee (Katherine Hume, Robert Prud'homme, Eva Murray (Chair))

Every year the Past-President is responsible for striking a committee to nominate members to the Board of Directors. As you know, our Bylaws allow someone to be elected to a position for four consecutive years.

We called for nominations to the Board, twice via the Newsletter, with nominations closing on October 19, 2020.

The Committee presents the following members for your approval at the Annual General Meeting (AGM) on Sunday, November 15th, 2020:

| | |
|-----------------------------|-----------------|
| President | Lois Goodeve |
| Vice-President | Sharyn Collis |
| Secretary | Judy Lawson |
| Treasurer | George Guthrie |
| Director-at-Large (Bowling) | Albert Nieuwold |
| Director-at-Large (Social) | Pat Furlong |
| Past-President | Eva Murray |

For information: Board Directors liaise with volunteer Team Leaders as follows:

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|--------------------|--|
| President | Communications |
| Vice-President | Visitor / Corporate |
| Treasurer | Accounting |
| Secretary | |
| Director (Bowling) | Greens / Games / Coaching |
| Director (Social) | Hospitality / Kitchen / Bar / BBQs / Social Events |
| Past-President | Membership / House |

We thank Marianne Baccus for her contribution to the Board during 2020. We also acknowledge the strategic vision of the Board during this difficult season. Our bowling program would not have been possible without the leadership shown by all the team leaders and the many volunteers. It's been a truly interesting bowling season at Stanley Park.

4.2 House (Wayne E. Hawrysh)

4.2.1 Plumbing

Issues of the sewer back-ups that were reported between November and December 2019 were finally resolved by our contractor (Lambert Plumbing) and the City of Vancouver plumbing crew on January 28, 2020. Monthly inspections were to be done by the COV thereafter, but we have received no further updates. March 10, 2020: The installation of new handles on the urinals, flusher on the gender neutral toilet and the faucet in the woman's bathroom were performed by Lambert Plumbing. No further problems have occurred.

4.2.2 Projects

The following were cancelled due to COVID 19: installation of the new water fountain, bar reconfiguration, and BBQ shed. The installation of our new fridge and freezer took place on May 20, 2020.

4.2.3 Lighting

On June 10, 2020, new lighting in the main hall and bar/bowl storage area was installed. Repair to the damaged and burnt out outdoor security and Greens lighting will be the responsibility of the Greens Team Leader.

4.2.4 Security

On January 31, 2020, Securiguard was contracted to monitor our facility after several incidents of vandalism, vagrancy, drug use, and trespassing. Very few Incidents have occurred since their diligent surveillance.

4.2.5 Clubhouse Cleaning

Since March 30, cleaning and maintenance was regularly done by the House Team Leader, using supplies and procedures in accordance with government guidelines. The diligence of the Bowling Committee and the monitors are to be commended. Supplies are regularly replenished.

4.2.6 Annual Inspections

Fire and building inspections (including that of the COVID Facilities Sustainment

Team) and monthly pest control sweeps were performed and all areas were given a "Thumbs Up".

4.2.7 COVID 19

All Members who participated (Greens crews, gardeners, monitors, Bowling Committee and participating bowlers) deserve the utmost praise for their commitment to the success of our Phase 1 and Phase 2 openings. Until further notice, the Clubhouse is closed for all social events and other gatherings.

4.3 Membership (Len Gallant)

First of all, I would like to extend a huge thank you Kathy Broderick for her many years of service maintaining the membership records for SPLBC and for assisting me with the transition into the role of Membership Team Leader. I knew I would have some big shoes to fill but I didn't realize there were so many pairs. Thank you, Kathy.

As you all know, due to the pandemic our annual Open House had to be canceled. As a result, all of our 2019 memberships were extended to cover the 2020 season and no new memberships were accepted. This leaves our membership numbers for the 2020 season much the same as last years, as you will see below.

In 2020 SPLBC has a total of **262** Bowling Members

(2019 – 263) (2018 – 276)^[SEP]

(this includes 5 life members and 2 associate members)

Renewal Membership: All 2019 Memberships were extended to cover the 2020 season

New Members: No new memberships were accepted for the 2020 season

We have a total of **87** Social Members.

(2019– 87) (2018– 86)

Renewal Membership: All 2018 Social Memberships were extended to cover the 2020 season

New Members: No new social memberships were accepted for the 2020 season.

2019 – 2020 has been a year of transition for SPLBC Membership. Not just in terms of the transition of the Membership Lead but also with the transition to the new online tracking system called Sumac. Sumac is the database used by Bowls BC with the intention of having all BC Lawn Bowling Clubs using the same system for membership tracking.

I have been working with Brian Sutton from Bowls BC to get myself familiar with Sumac and to implement a few changes in the data fields to better suit SPLBC's

unique needs. The Sumac system offers the ability to capture a wide variety of information over and above the basic name and contact information. Such items as a member's coaching level, play level, door key-fob number, locker number, year joined and emergency contact information as well as volunteer interests to name just a few. Sumac is then able to print reports targeting specific items i.e.: age category as needed by the Board of Directors or the various Department Leads.

Earlier this spring I worked with Past President Eva Murray to develop a new privacy policy to ensure that any members personal information remains confidential.

2020 has been a challenging year for everyone but let's all hope that we will have a more "normal" 2021 season.

5.0 Bowling Director's Report (Albert Nieuwold)

This report was prepared from past reports, emails and verbal input from those involved. Any errors are mine. Thanks to the many people who helped our bowling season happen. You may not be mentioned here, but be sure you are appreciated.thanksalbert

Albert Nieuwold will return as Bowling Director next year.

5.1 Games Report (Graham Mason)

We held club championships on three consecutive Saturdays (Aug 22, Aug 29 and Sept 5), Men's Singles, Gender Neutral Pairs, and Women's Singles. With a little coaxing, all events were at full capacity. The three events went very smoothly and were positively received. The fact that we had a full complement of bowlers, markers, and volunteers for all three tournaments was very satisfying and reflects the commitment of our club members to pitch in and help each other out when asked.

Graham Mason will return as Games Team Leader next year.

5.2 Greens Report (Gavin Clifford)

A lot happened to the greens this past year in addition to regular maintenance. In February we had the plinths on the West Green replaced successfully. In April our sprinkler system was repaired and tuned up, and two areas of the East Green were patched with new sod. Overall the greens were greatly improved from last year. In addition, the backboards were stained again. Deep seeding occurred in the spring but did not happen as planned in the fall due to weather and scheduling issues. We have purchased the green long mats that North Van LBC will not need anymore, so our blue mats are redundant. We are still in the hunt for a used Top Dresser and a new Greens Brush.

A great deal of administrative improvements for the greens took place this year. A comprehensive guide was assembled showing all the greens tasks that need to be done, complete with methods and procedures. Manuals, user guides, and maintenance schedules were compiled for every piece of equipment we use. Greens contractors and suppliers were also listed. Our Greenskeeper's contract was also reworked. A long term (3 and 5 year) plan was created. All this will make it much easier to transition to new Greens Team leaders. In addition, Brad Marchant did much work in creating various versions of provisional Greens Budgets to help us navigate financially through the year.

Still to come – In the near future the East Green plinths will need replacing. We are hoping to establish a sod nursery to be able to repair small trouble areas of the greens. We will deep seed in the spring to ameliorate our problem areas. We are still exploring ways to relieve our shade issues. Better sprinklers and new lighting are on our wish list.

Thank you thank you thank you – Gavin and Brad and the many many volunteers who worked yeoman hours to allow us to bowl this year under excellent conditions.

Gavin Clifford will return as Greens Team Leader next year, and Brad Marchant will continue in a Greens Team support role.

5.3 Coaching Report (Dave Griffith)

There was no coaching program this year, but Dave Griffith set up some remedial coaching on demand.

Dave will return as Coaching Team Leader next year

5.4 Back to Bowling Team Report (Chris Chapman, Gavin Clifford, Graham Mason, Neil Wilson and Albert Nieuwold)

The Back to Bowling Team spent many hours developing the plans and procedures that allowed us to have a successful bowling summer. After the framework was in place, Chris Chapman found, researched, and ran the reservation program that worked so well for us. Neil Wilson organized and scheduled the monitors, and Gavin Clifford kept our cleaning supplies available. We had about half of our members choose to bowl this summer.

Thank you to the team, our consultant Petra V and to the many monitors who set up and closed down the rinks. And of course special thanks to the assistant who made all of this possible, ZOOM!

Hopefully Covid will die, and none of us will need to be on this team next year!

6.0 Social Director (Marianne Baccus)

6.1 Social Events

2020 SPLBC social events were set to start off the season with the Golden Bowl in April with plans for several more during the season. We were in recruitment mode for members to volunteer as coordinators for individual events.

However, the COVID-19 pandemic and the Provincial Health Officer's directive that gatherings should not have more than 10 attendees put an immediate halt to all social plans.

The planned replacement of appliances in the kitchen did go ahead, with the installation of the new fridge and freezer, and reconfiguration of cupboards to accommodate them. As there would not be any social events scheduled, it was decided to close the kitchen.

6.2 Bar Report

The planning stage for renovations to provide ergonomic improvements in the bar area had just begun but were put on hold, as the bar would not be opened.

The social aspect of SPLBC is currently in limbo until such time as our Provincial Health Officer deems it safe to resume gatherings of more than 10 individuals. I am resigning from the Board and would like to thank the members for supporting me in this role. Going forward, I will, of course, be happy to continue volunteering.