

Minutes
SPLBC Board of Directors Meeting
Monday, May 10, 2021 (09:30 am)
Online

Attendance: Lois Goodeve (Chair), Eva Murray, Albert Nieuwold, George Guthrie, Pat Furlong, Sharyn Collis, Judy Lawson (Minutes)

1. **Call to Order:** The meeting was called to order at 9:30 am
2. **Regrets:** Nil.
3. **Approval of Agenda:** MOVED: Sharyn, SECONDED: Judy to accept the Agenda. CARRIED.
4. In order to make the April 5, 2021 minutes available to members before the SGM, a MOTION was made on April 8, 2021 by Judy, SECONDED by Albert to Approve the minutes via email. All board members voted via email and the motion was CARRIED unanimously on April 8, 2021.
5. On April 20, 2021 a MOTION was made by Albert, SECONDED by Judy to Approve the amended SPLBC Guidelines. All board members voted via email and the motion was CARRIED unanimously on April 21, 2021.

6. Decision/Action/Follow-up:

- 6.1 **Associate Membership clarification, PIBC membership.**
 - PIBC does not qualify as a primary membership against an outdoor club membership.
 - PIBC membership does not include BowlsBC insurance coverage.
 - The most recent COVID protocols require that bowlers only bowl at one club even if they are members of multiple clubs. Bowlers can choose to bowl at either their primary club or their associate club.
- 6.2 **Two Membership Proposals (Attached).**
 - Discussion around both proposals as well as rate of attrition. Going forward we will capture more detail on unrenewed memberships.
 - DECISION: Not to pursue Proposal #1.
 - DECISION: Not to pursue Proposal #2 with the exception of having the poster with the QR code laminated and attached near the club gates.
- 6.3 **Deadline for membership renewals (locker availability).**
 - There is a large demand for bowling lockers, therefore, the deadline for membership renewal is set for May 25, 2021.
 - We are still taking new members.
- 6.4 **Bar Opening (Attached).**
 - A well thought out proposal for opening the bar in a limited format was submitted to the Board.
 - Discussion about Covid related rules around kitchen use and our ability to offer “a reasonable variety of hot or cold snacks” (chips and nuts do not qualify) as required by our liquor licence.
 - it was decided to defer a decision until the June Board meeting when we will have more information about the club’s ability to meet the food requirement.
- 6.5 **Use of Square for bar payments.**
 - decision and discussion defered until next Board meeting.
- 6.6 **UBI Launchers.**
 - Receiving good support from members who have trialled the UBI launchers.
 - The UBI launchers at the club are for demonstration and trial purposes on a first come, first served basis.

- UBI launchers are not to be used in place of lifters because this reduces availability for legitimate users.
- Members are encouraged to purchase their own UBI launcher.
- DECISION: The club will offer UBI launchers for sale. Interested members are encouraged to contact Claus Braovac.

7. Information:

7.1 Treasurer's Report (Attached).

- Financial statements are not available at this time
- Current membership renewals: 152 bowling members, 30 social members.
- Credit card renewals cost the club 3% therefore the club will recommend e-transfer whenever possible.
- filed an application for the Provincial Gaming grant, a decision is expected by September.
- filed application for Sport Relief grant.

7.2 President's Report (Attached).

- Lots of positive feedback on the videos provided.
- ACTION: Judy to follow up with Mike Smolnicki regarding posting Director's monthly reports along with the minutes.
- ACTION: Lois to contact Mike about creating a website page for bowls sales and purchases.
- SPLBC has registered with Bowls Canada for "Belonging in Bowls".

7.3 Past President's Report (Attached).

House:

- the club internet was down for a few days. The Communications team is responsible for managing the internet access and the A/V equipment but will liaise with the House team.

-The club internet password will be posted in both locker rooms.

Membership:

-Discussion about the history and terms of social membership.

7.4 Director at Large - Social Report (Attached).

7.5 Vice-President's Report (Attached).

7.6 Director at Large - Bowling Report (Attached).

- Coaching has been very popular with lots of new bowlers enrolling.
- Need to establish a balance btwn bowling slot availability and the number of members.
- Monitors and Skedda: lots of weekend bowling participation which can make it difficult for working members to get spots. Various options are being considered.
- Greens are good, have a few bare patches but are starting to fill in.

7.7 Newsletter items.

8. Next Meeting: Monday, June 14, 2021 9:30 am – Online.

The meeting adjourned at 11:35 am.

MINUTES APPROVED BY BOARD OF DIRECTORS ON June 14 , 2021.

President

Secretary

TREASURER'S REPORT

MAY 10, 2021

FINANCIAL STATEMENTS

I don't have financial statements at this point

MEMBERSHIP REVENUE What is more relevant than the April financial statements is the analysis of memberships received to this date (May 7) compared with the expectation in the revised budget.

Please note that these numbers have not yet been reconciled with Len Gallant's records.

Received

Active (bowling) memberships	152
Social	32
Net revenue after credit card fees, Bowls BC \$10 and GST	\$35,800

Budgeted

Active (bowling) memberships	150
Social	80
Net Revenue	\$40,000

Variance Analysis

48 Social @ net \$69	\$3,300
Credit card fees (3% not budgeted)	<u>\$ 930</u>
	\$4,230

The budget did not anticipate membership payments by credit card but out of 184 total memberships to date, 141 have been paid this way.

The budget was over-optimistic in projecting 80 social members. But it is likely that the bowling memberships will more than compensate. We have 70 new members taking lessons. If 40 of them become bowling members (using credit card payments) our net additional revenue will be \$8,800.

In hindsight we might have told our members that our preferred method of payment is e-transfer but clearly the preference is credit card.

So in conclusion I feel comfortable that we will meet our budgeted membership projection.

GOVERNMENT GRANTS

We filed our Gaming Grant application on May 1, requesting a grant of \$30,000. A decision is expected by September.

SPLBC Board May 10, 2021 President's Report

Feedback from Opening:

I have received some kudos and some frustrations with the new protocols. Lots of positive feedback on the videos. Had an email from the secretary of the West Vancouver club who was asking for information on our circles, so the videos are travelling beyond our membership. I had decided not to formally share them with the other clubs in Vancouver as I was wary of nit-picking and long conversations or justifications. However, not unhappy to see them being shared around informally. Looking forward to some stats on number of bowlers, but I think we have been full at least on the weekends. We did finally receive Bowls BC blessing.

AGM:

The meeting went very well with only a couple of action items arising. Thank you all for your efforts in this. Judy reported a remarkably high attendance number....90?

Stanley Park Traffic review:

I attended the first meeting. They are scheduled for every two weeks. But it is pretty well just a venue to express complaints and grievances. The city has hired an engineering firm but, in the meantime, published a plan for this summer. No access to our front entrance, except for emergency vehicles. Capital Priorities meeting suggested some changes to the budget to potentially aid in grant funding applications.

Parks Board Update:

We sent a notice to them with our opening date, a copy of our BowlsBC guidelines and mentioned our membership fee increase. Received a nice response with compliments and good wishes. They also booked their promised visit for next week. George and I will raise several issues when they are on site.

Phone Follow up:

Still working on changing the message. Telus is fun to deal with (not really, being sarcastic)

House

Past-President's Report (Eva Murray) SPLBC Board Meeting May 2021

Eva met with Wayne Hawrysh and Janis Ballantyne on April 30th to discuss task sharing. Four renewing members volunteered to assist. They will meet on May 7th to discuss how that can happen. Janis has prepared a weekly checklist. Wayne will continue his liaison with tradespeople and with the Board.

There are sufficient supplies; we're fully stocked.

Linda MacMillan is back cleaning. We did not need a thorough Spring cleaning; depending on the condition, maybe a Fall cleaning could be considered.

Coincidentally, on the 30th one toilet (gender neutral) one was plugged. Lambert Plumbing called

immediately. They could not promise Friday service, but could guarantee Saturday morning. Within an hour after our meeting, all toilets were plugged, suggesting an outside issue. Wayne called the City plumbers, who ended coming first. Within minutes of their departure Lambert arrived. We will owe the a service call.

There have been no unusual security issues. There are now eight scanning chips to indicate a thorough walkabout.

Membership Report

Contacted Graham Kerr to confirm that he is available for back up if needed and he has agreed.

Membership opened as scheduled on April 22 with a steady intake of renewals. As of 11:00 am Friday May 7 our membership numbers are, 156 active bowling members and 29 active social members. There are approximately 166 bowling members records in Sumac who have not renewed at this time. Some of these have not been active since 2019 or earlier.

Many email enquiries from non-members who are interested in lessons and membership.

Identified some changes to make to the membership form and webpage before next season to help streamline the registration process. Briefly spoke with Mike Smolnicki about implementation and will discuss these options furthered later in the season.

On-line registration over all is going very well. I would recommend the club continue to and encourage this method being used in future years. The lack of paper printed membership forms is less cost and less cumbersome. All completed membership forms and payment information is being saved to a flash drive. Having the treasurer and bookkeeper manage the payment processing is working very well. Notifications of credit card payments are being copied to membership and George and Linda have been notifying me of any checks or e- Transfers being made. (Len Gallant)

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Director at Large – Social Report

Pat Furlong

GAMES - Euchre, bridge and trivia have come to an end for the summer. As they were such a big hit, we can explore whether or not to start them up again next winter at a later date.

BAR –after discussing the idea of opening the bar with Iain, below is an outline of how it might work:

1. Everything we do in this planning will be in co-ordination with measures the club has in place under the covid safety plan.
2. The times that have the best potential of this succeeding are during the Thursday Night Blue Heron, Saturday and Sunday draws and potentially Friday night cutthroat.
3. The plan would be to sell a limited variety of can products: such as Pale Ale, Lager, Nu Vodka Soda and canned red and white wine.
4. We would not use any glasses or have any ice. (Members could bring and take out their own cups. Nothing left on site)
5. Exact change will only be accepted to limit exchange of money.
6. We will need one volunteer per selected day and time of opening. They would need to arrive a half hour before first scheduled bowl time to set up.
7. Once we have determined what products we are going to make available we will have our purchaser put the product in the bar fridges so the product is always cold for use. Product will be returned to fridges after the last team has registered in.
8. The can recycling bag will be brought out at set up in a predetermined spot. Members deposit their empty can into recycling bag. Volunteer returns recycling bag to usual area for next use.
9. At the beginning of the shift the bar volunteer will count out how many cans of each product they take out of the fridge and place in a large blue cooler.
10. At the end of the shift, the bar volunteer will count out the remaining unsold product. Determine how much of each product was sold. Make sure the money received matches the amount sold and then put deposit in locked cupboard. Bar Leader or designate will enter deposits in POS system either weekly or as needed and put deposit in the Treasurer's locker as is done in normal circumstances.
11. The Bar volunteer will set up a small table socially distanced away from the registration table. Have a bottle of sanitizer at the table with a small cash box to collect the exact change from registered members.
12. Members can only purchase maximum of two drinks at time of registration, there will be no coming back for more. The bar volunteer must open all cans purchased.(Licencing requirement)
13. Members have to take their purchased open can to their playing rink and adhere to socially distanced protocols. There can no movement from their designated rink. (No visiting other rinks)
14. Check that our liquor licence is up to date

- I don't foresee a big purchase to start. (Roughly sell approximately 16 cans on the Blue Herron night) @ new price of 5\$. We will figure out a system to have just enough stock per week. We don't want to have too much on hand until we are back to normal times
- We will probably have to increase the price for the can Wine. Bar leader will explore cost and work out with Board appropriate selling price.



CORPORATE REPORT May 10th 2021

SPLBC SHARYN COLLIS VP

We held a zoom meeting on Friday 7th at which point it was decided that it was still too early to make further contact our past corporate clients.

Anne has been in contact with one company that is wanting to book as soon as protocols avail.

We will meet end of May after the present orders have been exhausted and we see what the new orders from Dr Henry are.

Bowling Director Report for the May 10 2021 SPLBC Executive Meeting2

Back to Bowling

We have finished the reworking of the Phase 2 Guidelines for Bowls BC and received a passing grade from Bowls BC. Next steps involve reworking Phase 2 Guidelines for Triples play. It will be similar to Pairs play, but more complicated. Due to the complexity involved, we feel its better to let the bowlers and monitors get used to the pairs protocols before implementing triples. It will allow more players on the greens. Triples would permit us to play 48 bowlers, but we should probably limit this to a maximum of 44 to allow for Gardeners, Monitors, Club admin and Greens team workers to have access when necessary and still keep us under our 50 person maximum. Protocols are being monitored and will be adapted as necessary. Overall I am pleased with how our first week has gone (we've been fortunate with weather)

.... **Albert Nieuwold**

Coaching Report:

There were 53 bowlers who completed the first round of lessons. We have 5 sessions of lesson 2 planned for next week. There are two sessions on Tuesday evening and one on each of Thursday evening and Saturday and Sunday mornings.

I have 8 people who have expressed interest in taking lessons but contacted me too late to get into these lessons. I would suggest that we have one make up of lessons 1 and 2 of 90 minutes on either Saturday or Sunday of the long weekend. This will give lots of time for anyone else who wants to contacts us to do so. If there is space left over we can invite returning members to join us for a brush up. We should probably offer brush up lessons for returning members on Sunday evenings starting May 30 for 3 weeks.

Dave Griffiths

Games Report:

I have not asked Graham for a games report since we have no games. Graham has been busy creating videos and protocols for various play formats

Re Skedda Report – Chris Chapman

Thanks to Chris for a very comprehensive report. Issues we are looking at:

- 1: Weekend participation is very high. We may need to add more weekend sessions (depending as always on monitor, availability) to have more slots available for our working members. Alternately we may have to ration out weekend slots.
- 2: Some of our less experienced members want refresher lessons that we cannot provide at present due to lesson times being fully booked. It can be done under the radar with a newish member and a willing coach booking a time slot at a less popular time slot and asking Chris to restrict any extra bookings on their rink. The problem is putting the coach and player in contact with each other.

Chris has also been proving UBI Launcher lessons which have been well received

Greens Report:

The greens week one 2021 were fair to good. There were a few bare patches that haven't grown in, likely due to our cool spring. The frequent dethatching and ironing through March has helped prevent disease and made for a firmer surface. Seeds planted a month ago are starting to sprout since the temperature has risen a bit and the patches are beginning to "mend". Dethatching has resumed. Treatment may be required to control fungus found on some of the patches - Scott is monitoring.

The irrigation system has been set for 3 minutes every day at 7:30 AM and is being augmented with hand watering in areas often missed by the sprinklers due to wind and sprinkler range. The Greens Crew continues to clear the greens and gutters of needles leaves and a variety of other debris that falls from nearby trees.

The four meter rule and mandatory long mats has encouraged short jack games and this in turn has reduced wear on the greens. This should be considered the standard for early season play every year.

Gavin Clifford

Monitors Report:

So far so good all shifts are filling fast ...all shifts are filled up to the 15th, but five more shifts per week coming up may challenge that

We have many new monitors getting their first shift in, which gives us a larger trained pool to draw on

Neil Wilson



Report from Chris Chapman to the Board – May 7, 2021

Happy to report that overall, the first week has gone very well!!

Monitors – Monitors have been on time and seemed to pick up on the procedures quickly. Still some hesitation to call people out on infractions. Example – too many people in the woman's locker room.

Monitors should be reminded not to hang out at the ends of rinks when play is going on or when rinks are tearing down.

A new monitor video showing our final version of their responsibilities might be worth while doing so that we know everyone is on the same page.

Skeeda System – Once again the system is working well. The new video on how to book has all but eliminated calls and emails. In total there have only been 4 calls for help and all 4 issues were easily resolved.

Capacity vs. Demand

While we won't know our true demand until the lessons have finished and the leagues have started it is looking like we may need to consider additional afternoon double headers. I will continue to monitor the numbers and come back to the committee with my recommendations after the first week of June.

As it stands now we will be starting our modified double header on Saturday and Sunday afternoons starting May 22 and 23. The modified double header will increase our capacity from 32 to 48 each day. If these fill up quickly and the greens are able to take the added volume then our capacity could be increased an additional 16 bowlers taking us to 64 each day.

Stats for week 1

Saturday Afternoon	100% full – 32 max
Sunday Afternoon	100% full – 32 max
Monday Afternoon	91% full – 32 max
Monday Evening	25 % full – 24 max
Tuesday Morning	50% full – 24 max
Tuesday Afternoon	100% full – 32 max
Tuesday Evening	Lessons
Wednesday Afternoon	100% full – 24 max
Wednesday Evening	34% full – 32 max
Thursday Afternoon	100% full – 32 max
Thursday Evening	Lessons – Rained Out
Friday Afternoon	100% full – 32 max
Friday Evening	50% full – 24 max

Week 1 Over All

79% full - 253 bookings out of a possible 320

Total number of unique participants for the first week = 94

Booking Stats for the next 6 days as of 3:00 PM on May 7th:

Bookings for May 8 - 13	Fill Rate
Saturday Afternoon	100%
Sunday Afternoon	100%
Monday Afternoon	100%
Monday Evening	50%
Tuesday Morning	67%
Tuesday Afternoon	81%
Tuesday Night	Lessons
Wednesday Afternoon	92%
Wednesday Evening	10%
Thursday Afternoon	25%

Total number of unique participants booked for the coming week = 91
