

(C)Courtenay Lawn Bowling Club



Agenda and Minutes for Executive Meeting July 17, 2023

Executive

Date:	Jun 13, 2023 3 pm	Location	Clubhouse ▾
Called to Order	4:30 PM ▾	Quorum	... ▾
Attendance	Michael Lynch, Dennis Perrier, Stephanie Walters, Vern Greenhill, Sandy Tonnellier, Heather Divine		
Absent			

1. Approval of Agenda	Table to a later meeting		
2. Approval of the minutes from the May 3, 2023 meeting	Table to a later meeting		
3. Approval of the June 13, 2023	Table to a later meeting		

Motion to approve the agenda				
Motion	Second	For	Against	Abstained
... ▾	... ▾			

Motion to approve the May 3, 2023 Meeting				
Motion	Second	For	Against	Abstained
... ▾	... ▾			

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Approval of the minutes from June 13, 2023				
Motion	Second	For	Against	Abstained
...	...			

Correspondence	Description	Next Steps	Responsible	Date Due	Status
4. Bowls BC	Membership Recruitment Funding Program	<i>The deadline was June 15, 2023 and I was away. I contacted Lynn Chwartacki to explain why it was not submitted and she was ok with the late submission. It has been sent</i>	Heather Div... ▾	June 15, 2023	Under re... ▾
5. Bowls BC	A letter went to our members from Bowls BC asking for any Nominations for the BCB Board of Directors	<i>The letter from Harry Carruthers was sent to all our membership</i>	Heather Div... ▾		Complete ▾

Reports	Description	Next Steps	Responsible	Date Due	Status
6. President	See attached report on the last page		...	May 8, 2023	...
7. Vice President			...	May 8, 2023	...
8. Treasurer			...	May 8, 2023	...
9. Greens			...	May 8, 2023	...
10. Games			Brian Scherr ▾	May 8, 2023	...

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Reports	Description	Next Steps	Responsible	Date Due	Status
11. Fundraising	Discussions and updating with Sandy Tonnellier		...	Jul 17, 2023	...
12. Club Committee	Not required for this meeting	
13. Membership	Not required for this meeting		...		Not started
14. Past President	Not required for this meeting		...		Not started
15. Secretary	<p><i>Working together with our treasurer, Stephanie and other executive members updated our membership especially in getting the contact information.</i></p> <p><i>We started at 41 members in April and as of today the club has 62 members.</i></p> <p>...</p> <p>...</p>				

Motion to approve of Reports				
Motion	Second	For	Against	Abstained
...	...			

Reports - Committees	Description	Next Steps	Responsible	Date Due	Status
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Reports - Initiatives	Description	Next Steps	Responsible	Date Due	Status
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To accept Committee & Initiative reports as presented

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Next Meeting	Description	Next Steps	Responsible	Date Due	Status
22. Next Meeting	September 26, 2023 at 4 pm		...		
23. Adjourned		

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From Michael Lynch

Fundraising Courtenay Lawn Bowling Club

Background.

Fundraising was not organized in a formal manner in the past. It was recognized by previous Execs as important. There was a reluctance, understandably, to approach businesses for multiple reasons. In my first year as President I looked for a formal process that could be used repeatedly and presented the club in a professional manner. Research and discussions with several friends who in the past dealt with these requests. A layout and format were developed. The importance of Dick's efforts, suggestions and energy was important through out the development. Once ready, we presented the fundraising letter to be used to send to companies to the Exec for discussion and approval for use. Having a dedicated fundraising person was seen as essential.

What were the plans for the sponsorship money.

Any funds that were to be raised would be used broadly to **help as many CLBC members as possible**. Be it indirectly or directly. We can evaluate by checking each year how each member has been benefited from the use of sponsorship money.

Why – because we were selling access to all our members. The sponsor company advertising would be surrounding our grounds (originally), is on our club house walls and in front of bowling tournaments. We saw and sold importance and value to the company to place their name in front of major events in our calendar. **Place value** is very important strategy in advertising. We, that is all club members had to face the advertising every time we went bowling at the club. This may be for the full 6 months we have the use of the club house. There fore, we all club members should receive equal use of the money raised.



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Past practice and misconceptions.

There is no written record of policy the Executives in the past that we could find. There was individual memories and inconsistent recall of sponsorship money in the past and how it was used in the past. Four years ago the Exec made the decision to share \$200 with the Games Chair to help him/her pay for expenses for hosting Open Tournaments. Namely Umpires. Usually qualified Umpires from our club. At the time it was approximately 18 % of the club membership participating in Open Tournaments. I would like to draw your attention to the considerable volunteer hours that are used to host a successful tournament.

Many of us in CLBC over the years saw that the Open Tournaments were a self sustaining, independently run event. All the money from entry fees were used to pay out the winners in cash. And cover any extraneous costs. And did so very efficiently and effectively. The club received income from each tournament that went into general funds.

We need to have a common understanding of Sponsorship money. How it is used clearly and definitively stated. We can have this common understanding written out in a Policy Statement. It can be referred by future Executives to help them make their decisions to meet their present members concerns and needs.

Discussion Points

How to Spend Our Sponsorship Money Effectively and Account for its Use.

We can provide funds for members who take on a leadership role in the club that benefits all members.

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Including

Umpires – course fees, books, manuals, clothing, badges, equipment costs to set up their needed implements to do their work on the green effectively and efficiently. Once the individual retires we ask that their kit be passed back to club to be refurbished/re used for a newly qualified Umpire.

The club purchase a number of electronic laser measures approved by Bowls Canada. These are to be assigned to Umpires as and when necessary and stored in a locked cabinet.

Coaches - course fees, manuals, clothing, badges, criminal record check, equipment costs to set up their needed implements to do their work on the green effectively and efficiently. Travel cost when accompanying members in novice competitions. (per District fee structure)

Kitchen helpers - course fees, books, manuals, clothing, badges, equipment costs to set up their needed implements to do their work in the kitchen effectively and efficiently.

Greens volunteers – safety equipment, course fees, books, manuals, clothing, badges, equipment costs to set up their needed implements to do their work on the green effectively and efficiently.

The greens crew work for six months, three days a week ensuring a first rate bowling surface and a very neat and tidy ground for all our members to enjoy. I suggest money in the form of a visa gift card to allow them to take their partner out and share a very memorable meal as a club thank you for all their work over the season.

Club Tournaments – use the money to provide an enhanced, enriched bowling event that all members of CLBC can enjoy.

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End of Year celebration, catered brunch for all of use to sit and enjoy and a final game to end the season.

Club Infrastructure

The outside Patio in front of the kitchen. See Garden Plan

New roof structures and replacements around the green. These need to be replaced as age, weather and general decay have taken their toll. There is brief outline of what needs to be done over time

Club name on the building. Welcome signs. Sandwich board signs we can set up when we choose through out the year saying, Come in and try our game. New lane markers and numbers

Improve our club bowl selection;

Other ideas and suggestions