



Courtenay Lawn Bowling Club
Executive Agenda

Executive Agenda					
Date	March 19, 2021				
Attendance	Stephanie Walters, Dean Penny, Michael Lynch, Vern Greenhill, Heather Divine, Dick Divine				
Absent					
Agenda					
1.	Motion to accept	The Agenda as presented			
	<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
	<i>Michael Lynch</i>	<i>Stephanie Walters</i>	5	0	
2.	Minutes from the Executive Meeting		of February 19, 2021		
	Errors or Omissions: None noted				
	Motion to accept	Minutes from the previous executive meeting of			
	<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
	<i>Vern Greenhill</i>	<i>Michael Lynch</i>	5	0	
Club Correspondence					
3.	Correspondence	1. Sport Relief – Bowls BC 2. Sport Relief – Via Sport 3. Bowls BC Guideline Questions (a late addition to the Agenda) 4. Bowls BC District Rep Report (a late addition to the Agenda)			
Reports					
4.	President Report	Not required for this meeting			
5.	Vice President	Not required for this meeting			
6.	Treasurer	See attached Report			
7.	Greens	Not required for this meeting			
8.	Games	Not required for this meeting			
Club Committee					
9.	Next Meeting	The Club Committee next meeting to be determined			
10.	Update	The CLBC Club Committee met on February 26 to discuss two items 1. Life Membership 2. Merit Awards Input from the Club Committee on these two items has progressed to the point where we can bring them to the March 19 executive meeting for consideration and approval.			
Volunteering Report					
11.	Update	Not required for this meeting			



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Goals and Initiative Reports	
12. Inventory Development	Not required for this meeting
13. Table & Chair Dollies	Not required for this meeting
14. Office Modifications	Not required for this meeting
15. Membership	Not required for this meeting

Business arising from the correspondence	
16. Sport Relief	We had initially requested \$7,500 and received \$5,000, and due to additional funds being made available, we are to receive an additional \$2,500. <i>It was suggested a thank you letter be sent, and an invitation to play</i>

Business arising from the last meeting minutes:

17. Strategic Planning	Strategic Planning is almost completed. The following items are ready to go to SAGM for member's approval. See attachment			
	<ul style="list-style-type: none"> ● Guiding Principles ● SWOT Analysis ● Objectives 			
<i>Motion to accept</i>				
<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
Stephanie Walters	<i>Michael Lynch</i>	5	0	
18. Life Membership	See attached protocol for the revised Life Membership section of the Bylaw's			
<i>Motion to accept</i>				
<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
Heather Divine	<i>Dean Penny</i>	5	0	
19. Merit Award	See attached protocol for the new Merit Award section for the Bylaw's			
<i>Motion to accept</i>				
<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
Stephanie Walters	<i>Michael Lynch</i>	5	0	
20. Gardens	See attached garden plan <i>After discussion, we decided to send out the Gardens package that members can look at before the SAGM and a questionnaire for members to fill out.</i>			
<i>Motion to accept</i>				
<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
Michael Lynch	<i>Stephanie Walters</i>	5	0	



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21. Carpet Bowlers	<p>Pete Harding has been advised he can proceed with the idea of allowing carpet bowlers from the Evergreen club to play eight end games on the green during the 2021 season. More details to follow.</p> <p><i>After discussions, it was decided that this would be a good idea. Pete Harding will be the contact person for this. The carpet bowlers will follow the same COVID guidelines, and they will bring the bowls used for carpet bowling.</i></p>
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New Business

22. SAGM 2021	See attached the proposed SAGM Agenda. Do we have any additional items?
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23. Whistle Blower Policy	<p>A part of improving the club is getting honest feedback and concerns from members. Some members may be concerned that they are open to reprisals from the executive or other members if they mention a problem. We need to ensure our members feel safe to tell us when we have a problem.</p> <p><i>It was decided that we should look at this item further.</i></p>
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<i>Motion to accept</i>	To introduce a whistleblower policy
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<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>

24. Conflict of Interest Policy	<p>This essential policy can prevent many problems in the way your non-profit and board interact with personnel needs and influence. You must have a specific policy in place to define what your non-profit considers to be a conflict of interest; a comprehensive policy will best prevent unwanted or uncomfortable conversations.</p> <p><i>It was decided that we should look at this item further.</i></p>
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<i>Motion to accept</i>	To introduce a conflict-of-interest policy
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<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>

25. Handicapping	<p>As part of our desire to get more members participating in club events, what are our thoughts on handicapping players? Handicapping means a player's average game point tally (by type of game) over two seasons is averaged to determine their expected score in that competition. An example could be the best bowler in the singles could have a handicap of zero, and the weakest bowler would have a handicap of twelve. In effect, we would be running two events while only playing one. This approach is often used to level the playing field, making the game more fun for more people. If the games were pairs, then the team's average would be used for the handicap. The winner of the game still gets their 3 pts for the win, and the weaker player gets points in the handicapped competition if the score is within twelve points of the winner.</p> <p><i>It was decided that we will try handicapping this summer in the Webbers.</i></p>
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<i>Motion to accept</i>	We are interested in looking further into handicapping
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<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
		5	0	



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26. Safe Operating Procedures		The social distancing has changed from 2 meters to 3 meters		
<i>Motion to accept</i>		The 2021 safe operating protocols for outdoor lawn bowling, as presented for 2021		
<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
<i>Michael Lynch</i>	<i>Dean Penny</i>	5	0	0
27. Mentoring		Establish a mentoring program for new and at-risk bowlers		
<i>Motion to accept</i>		Establishment of mentors for new and at-risk bowlers.		
<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
<i>Heather Divine</i>	<i>Michael Lynch</i>	5	0	
28. Handbook		A second look at the handbook, previous requests for changes have been added (Clothing) New section added Governance.		
<i>Motion to accept</i>		<i>Accept the handbook information and present it at the SAGM</i>		
<i>Motion By</i>	<i>Seconded by</i>	<i>For</i>	<i>Against</i>	<i>Abstained</i>
<i>Heather Divine</i>	<i>Vern Greenhill</i>	5	0	
29. Viasport Respect in Sport Training		<i>Dean Penny reported that the umpires at our club who have completed this training include Frank Lo and John Kendall</i>		

Next Meeting

27. Next Meeting Date	April 23, 2021
28. Meeting Adjourned	2:44 pm