



**Courtenay Lawn Bowling Club**  
**Executive Agenda**

**Agenda & Minutes**

|                   |   |                         |     |         |           |
|-------------------|---|-------------------------|-----|---------|-----------|
| <b>Date</b>       | <b>May 28, 2021</b>   |                         |     |         |           |
| <b>Attendance</b> | Stephanie Walters, Vern Greenhill, Dean Penny, Michael Lynch, Heather Divine, Dick Divine |                         |     |         |           |
| <b>Absent</b>     |   |                         |     |         |           |
| <b>Agenda</b>     |   |                         |     |         |           |
| 1.                | Motion to accept  | The Agenda as presented |     |         |           |
|                   | Motion By   | Seconded by             | For | Against | Abstained |
|                   | Michael Lynch   | Vern Greenhill          | 5   | 0       |           |

|    |   |   |                          |         |           |
|----|---|---|--------------------------|---------|-----------|
| 2. | <b>Minutes from the Executive Meeting</b> |   | <b>of April 30, 2021</b> |         |           |
|    | Errors or Omissions:                      |   |                          |         |           |
|    | Motion to accept                          | Minutes from the previous executive meeting of April 30, 2021 |                          |         |           |
|    | Motion By                                 | Seconded by   | For                      | Against | Abstained |
|    | Dean Penny                                | Stephanie Walters   | 5                        | 0       |           |

**Club Correspondence**

|                   |  |
|-------------------|--|
| 3. Correspondence | 1. Note from BVIN&PR President regards Bowls BC \$1,000 per district funding |
|-------------------|--|

**Reports**

|                     |                               |
|---------------------|-------------------------------|
| 4. President Report | Not required for this meeting |
| 5. Vice President   | Not required for this meeting |
| 6. Treasurer        | Not required for this meeting |
| 7. Greens           | Not required for this meeting |
| 8. Games            | Not required for this meeting |

**Club Committee**

|                 |                                 |
|-----------------|---------------------------------|
| 9. Next Meeting | The Club Committee next meeting |
| 10. Update      |                                 |

**Volunteering Report**

|            |                               |
|------------|-------------------------------|
| 11. Update | Not required for this meeting |
|------------|-------------------------------|

**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 |



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|                           |  |
|---------------------------|--|
| 15. Membership            | Not required for this meeting  |
| 16. Garden Project Update | <i>After discussion we agreed to begin with Phase One , starting with the hanging baskets.<br/>The sandbox to be moved anytime</i> |

|                      |                        |     |         |           |
|----------------------|------------------------|-----|---------|-----------|
| 17. Motion to accept | the start of Phase One |     |         |           |
| Motion By            | Seconded by            | For | Against | Abstained |
| Michael Lynch        | Stephanie Walters      | 5   | 0       |           |

|                      |                                       |     |         |           |
|----------------------|---------------------------------------|-----|---------|-----------|
| 18. Motion to accept | a \$500 budget for Phase One expenses |     |         |           |
| Motion By            | Seconded by                           | For | Against | Abstained |
| Heather Divine       | Vern Greenhill                        | 5   | 0       |           |

### Business arising from the correspondence

|                        |  |  |  |  |
|------------------------|--|--|--|--|
| 19. Bowls BC Insurance | We have been invoiced for \$500 for 2021   |  |  |  |
| 20. Information        | <p>20.1. Business Cards</p> <p>20.2. Similar to a realtor info drop slot</p> <p>It has been suggested that we provide some additional information for the public that visit our club. Many talk to the players through the fence. Both items are up for discussion</p> <p>18.1 - I roughed up a quick business card for discussion</p> <p>18.2 - <i>After discussion it was agreed to see what we have for handouts and then to print 250 business cards which would cost between \$10 to \$20</i></p> <p><i>We also thought we could use the \$166 from Bowls BC \$1,000 per district funding</i></p> <p><i>See #23 below</i></p> |  |  |  |



|                  |   |     |         |           |
|------------------|---|-----|---------|-----------|
| Motion to accept | the printing of 250 business cards and purchase a weatherproof drop box for the cards and pamphlets |     |         |           |
| Motion By        | Seconded by   | For | Against | Abstained |
| Vern Greehill    | Michael Lynch   | 5   | 0       |           |



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|                 |  |
|-----------------|--|
| 21. PHO         | <p>How will the latest PHO affect us, and how do we wish to proceed.<br/>Open discussion.</p> <p><i>After discussion we felt that going slowly is in the best interest of our members so we will start with the following:</i></p> <ul style="list-style-type: none"><li>• <i>All greens will be open</i></li><li>• <i>Members can book 2-hour spots throughout the day.</i></li><li>• <i>Monitors will be present at all times and will do the final cleaning wearing a mask and gloves during all cleaning.</i></li><li>• <i>When outside masks and gloves are optional during games.</i></li><li>• <i>Mixed pairs will start on wednesdays starting June 9 at 6 pm</i></li><li>• <i>Webbers will start June 10 and games to be played starting at 6 pm.</i></li><li>• <i>Gender pairs will have ladies playing Tuesdays daytimes and mens in the evening. All the gender pairs games are to be booked during these times or any other times that work for both teams.</i></li><li>• <i>We will look at starting more games such as the 2-4-2 in about 2 weeks.</i></li><li>• <i>Monitors will still check and mark members' Daily Symptom sheets and a waiver if not yet completed.</i></li><li>• <i>If more than one member is playing on a green all members will be marked in so we know who is present at any day and time.</i></li><li>• <i>Monitors will place needed equipment on the veranda and members will pick it up here and return it so monitores can clean after use.</i></li><li>• <i>Monitors will return the equipment to the clubhouse at the end of the day.</i></li><li>• <i>Masks are required when indoors, in the clubhouse or bowls shed, and one person indoors at one time.</i></li></ul> |
| 22. BVIN&PR     | <p>Bowls BC has come up with a \$1,000 per district throughout the province to help clubs get back to business. For the BVIN&amp;PR, this means each club gets \$166.66. So far, I have offered two suggestions, and we have time to add other options</p> <ol style="list-style-type: none"><li>1. BVIN&amp;PR take out ads in local papers for all bowls clubs in the district are open and ready for new bowlers.</li><li>2. Clubs to use the \$166.66 to reward second-year bowls by reducing their fees to improve membership retention.</li></ol>  |
| 23. Office      | <p>I understand the renovations have been completed. We now need to organize our respective items into the space provided.</p> <p><i>It was decided that a get well card be sent to Marsha Mann and a get well card to Susan Toradhol after her surgery Heather Divine to do these.</i></p>  |
| 24. Bowls Shed  | <p>We have made good progress in getting the shed cleaned out from the garage sale. We still have some work to do, and we appear to have a few additional personal items filling up the member's cubbies.</p> <p><i>Dick to send Dean members names for the cubbies</i></p> <p><i>A thankyou card to Susan for cleaning the fridge in the bowls room and Heather Divine to do this.</i></p>  |
| 25. New Members | <p>We are considering adding a new section to the Wick to introduce new members with a photo and a brief interview, thoughts and or comments.</p>  |



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|                        |  |     |         |           |
|------------------------|--|-----|---------|-----------|
| 26. Sponsorship Policy | Review and approve the sponsorship policy.<br><i>The sponsorship policy is to ensure that the Courtenay LAwn Bowling CLub is clear and transparent with the sponsorship funds. It will include the statement that</i> <ul style="list-style-type: none"><li>• <i>there will be no personal gain to any club member from any sponsoring business.</i></li><li>• <i>Any member may introduce a potential sponsor to the executive then steps away from the process..</i></li><li>• <i>The executive decides how any sponsorship funds are spent.</i></li></ul> |     |         |           |
| Motion to accept       | the sponsorship policy as presented  |     |         |           |
| Motion By              | Seconded by  | For | Against | Abstained |
| Michael Lynch          | Stephanie Walters  | 5   | 0       |           |

### Next Meeting

|                       |               |
|-----------------------|---------------|
| 27. Next Meeting Date | June 25, 2021 |
| 28. Meeting Adjourned | 2:15          |



*Courtenay Lawn Bowling Club*  
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| Motion to accept |             |     |         |           |
|------------------|-------------|-----|---------|-----------|
| Motion By        | Seconded by | For | Against | Abstained |
|                  |             |     |         |           |