



# **BOWLS CANADA BOULINGRIN**

## **ANNUAL GENERAL MEETING**

August 17, 2014  
Viscount Gort Hotel, Winnipeg, Manitoba  
9:00 am CST – 1:00 pm CST

### **Mission Statement**

***To promote, foster and safeguard the sport of outdoor and indoor bowls  
in all its forms in Canada through events and programs***

## **DRAFT MINUTES**

### **1. Roll Call of Members and Credentials Committee**

President Ian Tyzzer called the meeting to order at 9:04 CST and made introductions of those in attendance:

#### **Bowls Canada member Representatives:**

<b>Ann Mathie</b>	British Columbia Representative
<b>Laura Lochanski</b>	Alberta Representative
<b>David Calam</b>	Saskatchewan Representative
<b>Marilyn Baron</b>	Manitoba Representative
<b>Karen Peart</b>	Ontario Representative
<b>Ann McDonald</b>	Nova Scotia Representative
<b>Pat Beggs</b>	New Brunswick Representative
-	Quebec Representative
-	Prince Edward Island Representative
-	Newfoundland Representative

#### **Bowls Canada Board in attendance:**

Ian Tyzzer	President
Terry O'Neil	Vice President
Pat Vos	Secretary
Mary Wright	Director
Tim Mason *	Director

#### **Bowls Canada Staff:**

Anna Mees	Executive Director, BCB
Katie Gardner	Technical Coordinator, BCB

*\* attended virtually*

**2. Period of Remembrance**

A minute of silence was held to remember all the Lawn Bowlers who had passed away in 2013/14.

**3. Establishment of Quorum and Appointment of Scrutineers**

Quorum was established with sufficient representatives from provinces.  
Scrutineers were appointed: Katie Gardner and Rich Peart

**4. Introduction of Guests**

Guests attending this year's Annual General Meeting were Alan Dean\* (Ontario), Murray Pituley\* (Saskatchewan), Rich Peart (Ontario), Peter Clarke (Ontario), Roberta Johnston (Ontario) and Freda Toffolo (Saskatchewan) (\*attended virtually)

**5. Approval of Agenda**

<b><u>MOTION 1</u></b>	<b>T. O'Neil/ K. Peart</b>
That the agenda be accepted as circulated.	
	<b>Carried</b>

**6. Declaration of any Conflicts of Interest**

Mary Wright and Tim Mason state that they are members of the BCB HP squad.  
Mary Wright, Terry O'Neil, Pat Vos, Pat Beggs, Marilyn Baron, Anne McDonald state that they are players at the Majors.  
David Calam, Karen Peart, Pat Beggs, Anne Mathie, and Anne McDonald are managers at the Majors.

**7. Approval of Minutes from 2013 Annual General Meeting**

<b><u>MOTION 2</u></b>	<b>A. McDonald/A. Mathie</b>
That the minutes be accepted with the amendments.	
	<b>Carried</b>

- a. Amend #7 of the minutes to Approval of Minutes from 2012 (and not 2011) Annual General Meeting.

**8. President's Address and Report**

Ian Tyzzer, President of Bowls Canada, presented and answered questions regarding President's Report. (Please see attached Annex 1)

<b><u>MOTION 3</u></b>	<b>T. O'Neil/A. Mathie</b>
That the President's Report be accepted as circulated.	
	<b>Carried</b>

**Key Issues Discussed**

- a. Governance
  - Completion of national FP Act requirements
  - Continued transition to "Policy" board.

b. Strategic Plan

- Led inclusive and comprehensive process to create a strategic plan which will enable Bowls Canada to move towards best practice governance and operations.

c. Board

- Thank you to former members Davie Mathie (stepped down as National coach) and Rosalie Parsons-Brown (stepped down for family priorities).
- There is a continued need to recruit and maintain expert skill sets to the Board and Operational Committees.

No questions from those in attendance.

**9. Executive Director's Address and Report**

Anna Mees, Executive Director of Bowls Canada presented and answered questions regarding Executive Director Report. (Please see attached Annex 2)

**MOTION 4**

**K. Peart /L. Lochanski**

That the Executive Director's Report be accepted as circulated.

**Carried**

Four Main areas of concentration for 2014/2015

a. Membership Services

- Comprehensive efforts made to improve communications and increase consultation with members.
- Two successful surveys completed.

b. Domestic Development

- Ad Hoc Competitions Committee was struck, worked well and will continue
- Coaching Update session was held in January 2014 with reps invited from all provinces.
- New National Officials program and resource available as of late July 2014.

c. Communications

- New web site was launched spring 2014. The website will continue to evolve! Phase three will be making it more accessible and informational for provinces/clubs.

d. High Performance

- We are working toward meeting Sport Canada's requirements and everything is on track for Jan. 2015.
- Working to create a purposeful high performance environment; transparent criteria.

e. Operations

- New staffing structure was set up to better address the organization's and membership's needs; i.e. Katie Gardner as full-time employee in the role of Technical Coordinator; Mikaela Martin has been contracted to provide communications support. Thank you was expressed for the work and support we received from Kevin Ferguson for the years he was with BCB.
- Continue the work required towards improving operation efficiency with national committees and office.

No questions from those in attendance.

**10. Treasurers Report and Financial Statements**

Ian Tyzzer, Acting Treasurer of Bowls Canada, presented and answered questions regarding Treasurers Report. (Please see attached Annex 3)

**A) Budget Update**

a. For full details, please see the Notes Accompanying the Budget Update Dated 10<sup>th</sup> August 2013 in Annex 3.

b. Audited Statements 2013-14

\* Surplus of \$21,526

\* Breakdown of revenues:

Membership fees: 37.8%

Sport Canada 42.5%

Other: 19.7%

\* Must meet Sport Canada requirements by January 2015 to ensure continued federal funding

c. 2014-15 Budget

\* Sport Canada funding increased slightly

\* High Performance budget aligned with Sport Canada requirements/expectations

\* Championships budgets includes provincial travel subsidies of \$24,000, plus support for attendance at international events (CoC, World Cup, etc.) as well additional support for officials at each event

\* All committees and board are meeting primarily by conference call to reduce costs

Question from L. Lochanski (AB): have we over the years changed our reliance on Sport Canada funding?

Answer from I. Tyzzer and A. Mees: We have been able to benefit sufficiently from Sports Canada in the past. They are tightening their expectations but we continue to manage the funds well and receive a generous amount to help with our budget. But we recognize that we have to diversify our funding sources.

**B) Investment & Endowment Fund**

- For full details, please refer to the *BCB Endowment Fund Details, Letter Outlining the Position of the Fund*, and *Investment Report 2012-2013* in the Treasurer's Report in Annex 3.

- The Endowment Fund totals \$194,207 at March 31, 2014

**MOTION 5**

P. Beggs/A. McDonald

That the Treasurer's Report be accepted as circulated.

Carried

**11. Auditors' Report and Appointment of Auditors**

a. No observations by auditor for the second year running.

b. BCB made a small surplus for the fiscal year 2013/2014

**MOTION 6**

D. Calam/M. Baron

That the auditing firm of Ouseley, Hanvey, Clipsham and Deep be retained as Bowls Canada auditors to complete the audit for 2014/2015.

Carried

**12. Confirming Resolution of the Board Action**

**MOTION 7**

**K. Peart/A. Mathie**

To accept all actions of the Bowls Canada Board of Directors during the fiscal year April 1, 2013 to March 31, 2014 and during the last twelve months.

**Carried**

**13. Other Reports**

a. Provincial Reports in Annex 4.

- British Columbia's report highlights
  - Oral report given by T. Mason
  - Lots of work on new website; Strategic Plan developed; new logo; Junior development program in the works; school program in place with support funding ; positive strides forward with membership and increased numbers.
- Alberta's report highlights
  - Membership is down slightly from last year.
  - 12 new club coaches; Competitive Coaching course offered this fall
  - Strategic Plan completed this year
  - Continually developing policies
  - Helping with the bid for 2022 Commonwealth Games
- Saskatchewan's report highlights
  - May 2014, a new Executive Director, Denise Eberle was hired.
  - New Sask shirts with the logo "Get in the Game, go Lawn Bowl"
  - Hope to host the 2015 Canadian Junior and U25 Championships
  - Hosted the Tri Province again this year between Sask, Man and AB
  - Lots of great work done in Coaching this past year
- Manitoba
  - Hosted a second annual Brunch and Bowls Event to attract new members.
  - Juniors: school program; two successful young male juniors to celebrate.
  - Hosting school groups and teachers and some private parties all to help showcase our sport.
- Ontario
  - Membership is decreasing and each year at a higher rate; may lose three to four clubs next year. Have a marketing individual doing his best to turn this around.
  - Championships make for a very full schedule from district to provincial playdowns to the National events.
  - Coaching: two coaching certification sessions held this year.
  - Officials: challenge to get enough umpires; trying to recruit young officials as junior umpires with some measure of success.
  - A number of recommendations were made in the report and will be dealt with under new business.
- Quebec
  - No report received.
- New Brunswick
  - Membership is stable; four clubs in the province.
  - Umpires situation is in good shape; including 'professional' markers.
  - Great jump in funding from government received this year.
  - Giving back to the clubs: gave them all ubi launchers.

- Hold competitions for all the championships every year and starting to get better numbers; already held competitions for sending teams to the Nationals next year.
- They hold an interclub every year and that's very popular.
- Fredericton Club hopes to host the National Mixed Pairs championship in 2015.
- Nova Scotia
  - Increase in membership however slight for this year.
  - Playoffs played a year in advance and new bowlers coming to the nationals next year!
  - Junior bowlers....still a challenge.
  - Corporate events held each year to help showcase our sport.
- Prince Edward Island
  - No report received.
- Newfoundland
  - No report received.

<b>MOTION 8</b>	<b>M. Baron/A. Mathie</b>
To accept all provincial reports submitted.	<b>Carried</b>

**14. Elections to the Board of Directors**

**5 positions up for election:**

**President**

- Incumbent Ian Tyzzer will stand for re-election.
- No other nominations were received.

**Treasurer**

- Murray Pituley of Saskatchewan put forward an application
- No other nominations were received

**Directors** – three positions open

- Incumbent Tim Mason will stand for re-election
- K. Peart nominates Alan Dean for director (received in writing)
- No other nominations were received.

<b>MOTION 9</b>	<b>L. Lochanski/A. McDonald</b>
To call for a cease to nominations.	<b>Carried</b>

<b>MOTION 10</b>	<b>D. Calam/K. Peart</b>
To accept nominations by acclamation.	<b>Carried</b>

**Congratulations for Ian Tyzzer, Tim Mason and Alan Dean!**

It was noted that the Board will continue to recruit for the vacant director position; specifically looking for a person with visionary thinking, can wear multiple hats, and help implement our strategic plan.

**15. New Business**

**a. For information:**

**i. Overview of 2015-18 Strategic Plan** (see attached Annex 5)

- Anna Mees gave a summary for the starting organizational steps through to the final written plan:
  - 500 participants in the initial survey.
  - Planning Summit was held in March with 30 participants representing various components of our program and provinces from across Canada.
  - Summary document of the summit was taken forward by a writing committee.
- The Strategic Plan
  - Reality check: identified the challenges we are facing.
  - Identified our strengths from the survey.
  - Choose a format that started with our Mission, Vision and Values; continued with Goals to 2012 and strategic priorities to 2018; key results that will show us we are successful; and then the Operational Plan.
  - Mission: Bowls Canada Boulingrin is the national organization whose mission is to advance the sport of bowls in Canada.
  - Vision: Bowls without Barriers
  - Values identified with the acronym: "A.C.T.I.O.N."
  - 5 identified Goals to 2022
  - # Strategic Priorities/Objectives
  - Next Steps were identified from translation / production; to sharing and distribution; to developing the operational plan and budget for implementation.
- Ian Tyzzer summarized the presentation with positive comments about the tremendous spirit of cooperation, support and excitement felt at the summit and enthusiastic support of the office staff.
- Anna Mees summarized with a thank you to Laura, David and the full writing team that did a tremendous amount of work.
- Laura Lochanski summarized with positive comments regarding the positive leadership of Anna and Ian and the plan to move our sport forward!

**ii. Proposal regarding the 2014 Canadian Fours Champions and 2015 Tiger Bowls/China Open Tournament:** the fours team winners will be given the opportunity to attend as the Canadian team and BCB will provide some financial support; plans have also been laid out if the full team cannot attend.

Question addressed regarding the funding: the entry fee will be paid which covers almost everything but airfare. A subsidy of \$500 will also be provided towards the individual team members to help with their airfare costs.

Recognized this is a pilot project for this year with the hope that this type of support will help move our sport forward and show how we roll forward!

**iii. Initiation of Presidents' Council in October 2014;** purpose to provide increased engagement, feedback and communications between Bowls Canada and members' associations; issues could include competition review, membership restructuring, marketing and promotion collaboration.

Question addressed: these meetings will be telephone conference calls and/or webinars.

**b. Venues for 2015 Canadian Outdoor Singles Championships**

- This will be the third year after two successful championships held in Regina (2013) and in Edmonton (2014).
- Best location would be somewhere in Ontario but they already have the challenge of hosting the Majors in 2015.
- We would like to identify the host by September 15. It was noted that a comprehensive package of what is expected and required will be completed and approved soon and the draft document is sufficient to use at this time. Representatives are requested to determine whether the event can be hosted somewhere in their province....ideally if in Ontario, two clubs that are fairly close together that each have two greens. Staff and board will assist clubs that would consider in order to help sort out the logistics and any challenges they are having.

**c. National Championships Host provinces, 2015 and 2016**

- Nova Scotia is scheduled but are not able to host a championship the size of the majors.
- The site for the 2015 Majors are scheduled for Ontario and they are working on dealing with a number of issues i.e. the conditions of the green. Bowls Canada staff and board are willing to assist in any way they can. Ontario representatives felt it looks positive that they are good to host in 2015!
- Alberta is willing to consider swamping the 2016 Senior Triples for the Majors with Nova Scotia as they are scheduled; to be confirmed this week in discussions with the presidents of the Nova Scotia and Alberta Lawn Bowls Associations.
- Noted that we have hosts identified for all the 2015 Nationals: Mixed Pairs in Fredericton will be moved a week later than usual as per feedback received from all the provinces via email.

**d. Format of National Championships and impact on provincial and regional events**

- We recognize the challenges of running an event the size of the majors!
- 2015 is the tenth year of the rotation schedule and so a complete review and evaluation of the National Championships is timely; we wish to do so starting with a survey, followed by a discussion paper and moving forward to ensure that we have a collaborate effort to review and plan for the future. Realistically any changes cannot be in place until 2017.

**16. Adjournment**

**MOTION**

To adjourn the BCB Annual General Meeting.

**D. Calam/A. Mathie**

**Carried**