



BOWLS CANADA BOULINGRIN

ANNUAL GENERAL MEETING

September 25, 2016
Conference Call Webinar
5:00 pm EST – 6:44 pm EST

Mission Statement

Bowls Canada Boulingrin is the governing body responsible for lawn bowls in Canada and our mission is to advance the sport of bowls in Canada.

DRAFT MINUTES

1. Roll Call of Members and Credentials Committee

After Anna Mees took care of ensuring all attendees understood how to operate the features of the webinar, President Ian Tyzzer called the meeting to order at 5:13 EST. He made introductions of those in attendance:

Bowls Canada member Representatives:

Harry Carruthers	Bowls British Columbia President
Grady Long	Lawn Bowls Association of Alberta President
Gary Laurence	Bowls Saskatchewan Vice President
Melanie Shura	Bowls Manitoba President
Ian Howard	Ontario Lawn Bowls Association Director
Ann Dittmar	Bowls Quebec President
Dale Kidd	Lawn Bowls Nova President
Gloria McLaughlin	Bowls New Brunswick Boulingrin President
Robert Hill	Prince Edward Island Lawn Bowls Association President

Guests:

Richard Gallant	Treasurer of PEI Lawn Bowling Association
David Calam	Director Bowls Saskatchewan, BCB President nominee
Thomas Wu	BCB Director nominee

Bowls Canada Board in attendance:

Ian Tyzzer	President
Terry O'Neil	Vice President
Pat Vos	Secretary
Murray Pituley	Treasurer
Mary Wright	Director
Alan Dean	Director

Absent: Tim Mason, Alex Scott

Bowls Canada Staff:

Anna Mees	Executive Director
Katie Gardner	Manager – Communications and Promotions
Jake Schuknecht	Technical Coordinator

2. Period of Remembrance

A minute of silence was held to remember all those from our Lawn Bowls community who had passed away in 2015/16.

3. Establishment of Quorum and Appointment of Scrutineers

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

4. Introduction of Guests

The following guests were present at this year's Annual General Meeting:
Richard Gallant, Treasurer of PEI Lawn Bowling Association
David Calam, Director Bowls Saskatchewan, BCB President nominee
Thomas Wu, BCB Director nominee

5. Approval of Agenda

<u>MOTION 1</u>	BC Harry Carruthers / ON Ian Howard
That the agenda be accepted as presented.	
	Carried

6. Declaration of any Conflicts of Interest

No conflicts of interest were indicated.

7. Approval of Minutes from 2015 Annual General Meeting

<u>MOTION 2</u>	BC Harry Carruthers / NS Dale Kidd
That the minutes of the 2015 Annual General Meeting be accepted as distributed.	
	Carried

8. President's Address and Report

Ian Tyzzer presented the BCB Annual Report as the combined President's and Executive Director's Report. This was shared with all delegates prior to the meeting.

The President's address

- Ian highlighted the organization challenges that Bowls Canada Boulingrin continues to face:
 - Funding – Launch of the Giving Program will be this fall
 - Membership Growth – steady at the moment
 - Capacity – few individuals volunteering for operational committees and board positions.
There are still spaces available for all operational committees and delegates' recommendations are greatly appreciated.
- The commitment to continue the President's Council on a firm quarterly schedule will be confirmed by the new board. The next meeting is tentatively scheduled for the third Thursday in October at 11 EST. To aid in communication, Ian encouraged the Presidents to share minutes and other documents from these meetings with fellow board members.

<u>MOTION 3</u>	MB Melanie Shura / BC Harry Carruthers
That the President's Report be accepted as circulated.	
	Carried

9. Executive Director's Address and Report

Anna Mees gave an overview of how the 2015-16 Annual Plan is aligned with the Strategic Plan and the annual budget. She also shared that the Competitive Review request for proposal deadline has been extended to October 31, 2016.

Delegates were given an opportunity to ask questions:

- M. Shura asked why 2015 membership numbers weren't included in the budget and Anna noted that "2016" should read "2015" and that this typo would be amended.

<u>MOTION 4</u>	PEI Robert Hill / ON Gary Laurence
That the Executive Director's Report be accepted as circulated in the 2015-16 BCB Annual Report.	
Carried	

10. Treasurers Report and Financial Statements

The following financial documents were circulated prior to the meeting: 2015-16 Final Audited Statements, Treasurer's Notes on Audited Statements; BCB Investment Report March 31 2016, and the 2016-17 Approved Budget.

a. Comments by the Treasurer, Murray Pituley, regarding the reports:

- We had a loss on our investments as per the audited statements.
- Extra project of the Competition Review Summit was a large extra expense.
- In the end the actual deficit was much smaller than we anticipated as the staff did a great job of keeping expenditures down.
- Our investment mix will be rebalanced according to the new investment policy.

b. Delegates were given an opportunity to ask questions and make comments:

- SK – under expenses for domestic competitions there is a relative decrease and what is the reason? Treasurer explained that in the report point 5 explains this in detail. Overall, expenses were less primarily due to a reduction in participant travel subsidies and decreased event expenses because of the locations costs.
- BC – In review of the budget, where do we anticipate getting the extra revenue? Treasurer explained that we project some increased membership fees, increased donations, merchandise sales...mostly a lot of little things that add up.

<u>MOTION 5</u>	BC Harry Carruthers / NB Gloria McLaughlin
That the Treasurer's report be accepted as circulated.	
Carried	

11. Auditors' Report and Appointment of Auditors

Ian Tyzzer and Murray Pituley commented that we have been very pleased with the service provided by the current auditing firm and they have served us well for a number of years.

<u>MOTION 6</u>	ON Ian Howard / PEI Robert Hill
That the auditing firm of Ouseley, Hanvey, Clipsham Deep LLP be retained as Bowls Canada auditors to complete the audit for the 2016/2017 fiscal year.	
Carried	

12. Confirming Resolution of Board Actions

MOTION 7	PEI Robert Hill / NB Gloria McLaughlin
To accept all actions of the BCB Board of Directors during the fiscal year 2015-16 and since the last annual general meeting.	
Carried	

13. Reports

- a. Provincial Reports were circulated in the AGM Meeting Package. Anna thanked everyone and the President echoed the sentiment that the provincial reports were very informative this year.

MOTION 8	BC Harry Carruthers / AB Grady Long
To accept all provincial reports as submitted.	
Carried	

- b. Bowls Canada Committee Reports were presented as circulated in the AGM Meeting package. Harry Carruthers commented that the Competition Committee is still looking for additional committee members.

MOTION 9	NS Dale Kidd / ON Ian Howard
To accept all BCB operational committee reports as submitted.	
Carried	

14. Amendments to the Bylaws

Ian Tyzzer explained that all of the amendments were 'housekeeping' items to make the bylaws consistent with how we operate. Only one amendment was added (4.3) to allow us to have non-members hold director positions.

MOTION 10	NS Dale Kidd / PEI Robert Hill
To accept all the proposed bylaw amendments	
Carried	

15. Elections to the Board of Directors

a) Board members to Acclaim

President

- Nomination received for David Calam (SK).
- No other nominations were received.

Treasurer

- Incumbent Murray Pituley (SK) stands for re-election.
- No other nominations were received.

MOTION 11	MB Melanie Shura / NB Gloria McLaughlin
To accept received nomination of David Calam for President and incumbent Murray Pituley for Treasurer by acclamation.	
Carried	

Congratulations to David Calam and Murray Pituley.

- b) Ian Tyzzer explained that our bylaws do allow for the election of a third director should the membership so wish. A question was asked about this extra position.... Anna explained that as a skilled based board, it is helpful for the make-up of the board to be diverse as this strengthens decisions making. While a third person would increase costs and workload slightly, it would allow for more diversity; Sport Canada does 'score' us on our diversity. A question was asked for clarification of whether the incumbent was also up for election. A question was asked for clarification of where the existing board members were from and Anna shared this list.

MOTION 12

NS Dale Kidd / NB Gloria McLaughlin

To elect a total of three additional directors to the board.

Carried unanimously

c) **Directors** – three positions now open

- o Incumbent Alan Dean (ON) stands for re-election.
- o Nomination was received for Ian Howard (ON), Jennifer MacDonald (AB), and Thomas Wu (ON)
- o A nomination was also received from Bill Wesley (NS), however, the candidate withdrew his name from the slate on September 23, 2016.
- o Each candidate was invited to address why they wish to be a director and how they will be an asset to the organization.

Voting process - Anna gave an explanation on how the voting would occur using the 'raising of the e-hand feature' and voting for one director at a time. The votes from each delegate were only observable to the scrutineers and the Executive Director. Elected as directors were Alan Dean and Ian Howard from Ontario and Jennifer MacDonald from Alberta.

MOTION 11

BC Harry Carruthers / NS Dale Kidd

Kidd

To accept the results of the election for the positions of 3 new Directors at Large.

Carried Unanimously

- Congratulations to Alan Dean, Ian Howard and Jennifer MacDonald on being elected as directors.
- Thank you to Thomas Wu for running for a director position. He was encouraged to make a contribution to our association through one of the committees currently looking for members.
- Gary Laurence noted the need to address the diversity needed for our board and Anna mentioned it was already stated in our Strategic Plans. The new board will address this further.
- Harry Carruthers spoke on behalf of the full bowling community: **"Thank you so much to Ian Tyzzer for his four years of service as President to Bowls Canada Bowling!!"**

16. Adjournment

MOTION 16

PEI Robert Hill / NS Dale Kidd

To adjourn the Bowls Canada Bowlingrin 2016 Annual General Meeting at 6:44 pm EST.

Carried

In closing, Dale Kidd echoed once more appreciation to Ian Tyzzer for his leadership as President of BCB! He also mentioned that he feels this virtual meeting and webinar works great for our AGM. He congratulated the new board members.