



# **BOWLS CANADA BOULINGRIN**

## **ANNUAL GENERAL MEETING**

September 22, 2019  
Conference Call Webinar  
5:00 pm EST – 6:29 pm EDT

*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**

#### **Bowls Canada Members' Representatives:**

<b>Harry Carruthers</b>	Bowls British Columbia, President
<b>Glenda McPherson</b>	Bowls Alberta, Secretary
<b>Gary Lawrence</b>	Bowls Saskatchewan, President
<b>Elaine Jones</b>	Bowls Manitoba, President
<b>Phillip Francis</b>	Ontario Lawn Bowls Association, President
<b>Ann Dittmar</b>	Quebec Lawn Bowling Federation, President
<b>Howard Oakey</b>	Lawn Bowls Nova Scotia, President
<b>Gloria McLaughlin</b>	Bowls New Brunswick Boulingrin, President
<b>Bonnie Fitzgerald</b>	Prince Edward Island Lawn Bowls Association, President

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

<b>President</b>	<b>Ian Howard</b>
<b>Vice President</b>	<b>Kathryn MacGregor</b>
<b>Secretary</b>	<b>Jennifer MacDonald</b>
<b>Treasurer</b>	<b>Steve Moors</b>
<b>Director</b>	<b>Lorane Martin</b>
<b>Director</b>	<b>Jeff Harding</b>
<b>Director</b>	<b>Ivo Van Bastelaere</b>
<b>Director</b>	<b>David Llewellyn</b>

#### **Guests:**

<b>Ralph Ellis</b>	<b>OLBA – Observer</b>
<b>Pat Vos</b>	<b>Bowls AB – ED</b>
<b>Tina Chernoff</b>	<b>Bowls Saskatchewan - ED</b>

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

<b>Anna Mees</b>	<b>Executive Director</b>
<b>Jake Schuknecht</b>	<b>Bowling Director</b>

**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 including how to vote during meetings, President Ian Howard called the meeting to order at 5:13 EST. A roll-call of delegates was completed.

**2. Period of Remembrance**

- A minute of silence was held to remember all those from our Lawn Bowls community who had passed away in 2018/19.

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

- Quorum was established with sufficient representatives from all provinces. Scrutineers were appointed.

<b>MOTION 1</b>	<b>SK - Gary Lawrence / NB - Gloria McLaughlin</b>
That Jake Schuknecht and Anna Mees be appointed to serve as scrutineers.	
<b>Unanimously Carried</b>	

**4. Introduction of Guests and Board Members**

- Ian Howard introduced the following guests:

<b>Ralph Ellis</b>	OLBA – Observer
<b>Pat Vos</b>	Bowls AB – ED
<b>Tina Chernoff</b>	Bowls Saskatchewan – ED

- Ian Howard introduced the board members present.

**5. Approval of Agenda**

<b>MOTION 2</b>	<b>BC - Harry Carruthers / NS -Howard Oakey</b>
That the agenda be accepted as presented.	
<b>Unanimously Carried</b>	

**6. Declaration of any Conflicts of Interest for Voting Delegates**

- None were identified

**7. Approval of Minutes from 2018 Annual General Meeting**

- Question was raised about voting by delegates that were not present at the 2018. It was determined that without these votes quorum would still be reached.

<b>MOTION 3</b>	<b>BC - Harry Carruthers / NS -Howard Oakey</b>
That the minutes of the 2018 Annual General Meeting be accepted as circulated.	
<b>Carried by a Majority Vote AB and ON abstained</b>	

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

- Ian Howard presented the President's Report. This was shared with all delegates prior to the meeting.
- Points of mention include the approval of the new strategic plan, progress on the Para-bowls program, and the introduction of a new risk management strategy and registry.

**Delegates were given an opportunity to ask questions: No questions were asked**

<b>MOTION 4</b>	<b>MB - Elaine Jones / NB - Gloria McLaughlin</b>
That the President's Report be accepted as circulated.	<b>Unanimously Carried</b>

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

- Anna Mees identified that the year was very positive with lots being accomplished. Points of mention included: the launch of the new blog and the launch of new material.
- Anna asked a question about the inclusion of additional information regarding the allocation of financial resources in the report. Generally the delegates expressed that the inclusion of this information was favorable.
- Question was asked about submission of material from clubs/individuals for the blog. Individuals are allowed to comment but at this time all published material must be submitted to BCB. The idea of a "swap meet" area was brought up and will be added to the agenda for the next presidents' council meeting.
- Anna identified that additional funding for gender equity programming was received from the government including funding for leadership workshops – money must be spent by March 31, 2020 and Anna will be reaching out to the PSOs for input and providing specific details.
- Anna also discussed the work around Safe Sport including the recent notice that BCB received funding to cover training on SafeSport to certain groups. BCB is working on the details of the training and will be contacting PSOs with additional information.

**Delegates were given an opportunity to ask further questions: No questions were asked**

<b>MOTION 5</b>	<b>BC - Harry Carruthers / AB - Glenda McPherson</b>
That the Executive Director's Report be accepted as circulated.	<b>Unanimously Carried</b>

**10. Treasurers Report and Financial Statements**

- Steve Moors presented the report. He identified that an audit was completed and there were no major changes to the financial report from previous years.
- The following financial documents were circulated prior to the meeting: Audited statements from 2018-19, Notes on Audited Statements, BCB Investment Report, 2018 and 2018-19 Approved Budget.

- Question was asked about the increased amount in the endowment fund – this was an exception as the fund earned more this past year than is typical.
- Anna noted that the Parabowls grant money was not received but we did receive a \$66,000 grant for the safe sport and gender equity programming for use on specific projects before March 31, 2020.
- Question about registration entry fees for an event – budgeted amount is less than would be earned if the event had all participants. Answer is that this event is not always full so the budget is conservative.

**Delegates were given an opportunity to ask further questions and make comments: No further questions**

<b>MOTION 6</b>	<b>BC - Harry Carruthers / NS Howard Oakey</b>
That the financial reports be accepted as circulated.	<b>Unanimously Carried</b>

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

- Recommended that we continue to use the same auditors as used in the previous year.

<b>MOTION 7</b>	<b>NS -Howard Oakey / QC Ann Dittmar</b>
That the auditing firm of Ouseley, Hanvey, Clipsham Deep LLP be retained as Bowls Canada auditors to complete the audit for the 2019/2020 fiscal year.	<b>Unanimously Carried</b>

### **12. Confirming Resolution of Board Actions**

- Legal representation (Steve Indig) has recommended that this agenda item be removed to align with new governance structure.

<b>MOTION 8</b>	<b>BC - Harry Carruthers / ON - Phillip Francis</b>
Motion to recommend the removal of the item to vote on the confirming resolution of board action from the bylaws.	<b>Unanimously Carried</b>

### **13. Other Reports**

- Bowls Canada Operational Committee Reports were presented as circulated in the AGM Meeting package.
- Provincial Reports were circulated in the AGM Meeting Package.
- Anna noted that the information in the reports held great interest and that she is looking forward to working the PSOs who had identified that they would like assistance from BCB.

**Delegates were given an opportunity to ask further questions: No questions were asked**

<b>MOTION 9</b>	<b>ON - Phillip Francis / SK - Gary Lawrence</b>
To accept all provincial reports as submitted.	<b>Unanimously Carried</b>

- Question to if the umpire assessment had been completed at the 2019 Canadian Nationals. It had been completed and report is being reviewed.

**MOTION 10**

NB - Gloria McLaughlin / NS Howard Oakey

To accept all BCB operational committee reports as submitted.

Carried by a Majority Vote  
SK abstained

*Wayne Wright joins the meeting at 6:10 pm*

**14. Amendments to the Bylaws**

- No items at this time

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

- Anna was asked to lead this portion of the meeting by Ian Howard
- Anna explained the nomination process for the officer positions – the vote is to accept the received nominations as listed.

**a) Officer Positions to Acclaim**

**Vice – President (2 year term)**

- Nomination received for Kathryn MacGregor
- No other nominations were received.

**Secretary (1 year term)**

- Nomination received for Lorane Martin
- No other nominations were received.

**Treasurer (2 year term)**

- Nomination received for Steve Moors
- No other nominations were received.

- Question regarding accepting nominations from the floor. Anna Mees explained that we cannot accept nominations from the floor if there are nominated individuals for positions as per the BCB bylaws.

**MOTION 11**

QC - Ann Dittmar / ON - Phillip Francis

To accept the received nomination of Kathryn MacGregor for Vice – President, Lorane Martin for Secretary and Steve Moors for Treasurer by acclamation.

Unanimously Carried

- Congratulations to Kathryn, Lorane and Steve!
- b) Nomination to fill director position
  - Applications from 8 individuals were received. Wayne indicated that he had reviewed all the applications and felt confident in the skills sets presented in the recommended candidates (slate as presented).
  - Anna reminded the delegates that we need to respect a 40/60 male to female ratio on the board. The first vote is on the slate and then if that is not carried, then the vote will go to individual director positions.

- The proposed slate is:
  - Ivo van Bastelaere (1 year term)
  - Cathy Selzler (1 year term)
  - Anne Mathewson (2 year term)
  - Don Caswell (2 year term)
  - Jeff Harding (2 year term)
  
- Question was asked about which province each individual was from. Anna listed the home provinces for all board members that have been elected and all candidates who had submitted applications. A comment was made that there is no representation from eastern Canada – both Anna and Wayne expressed that considerable effort had been made to solicit candidates from this portion of the country (and had a potential candidate that had to withdraw). Should be noted that the board is a skills based, not a representation based board.

<b>MOTION 15</b>	<b>AB - Glenda McPherson/ NS Howard Oakey</b>
Move to accept the recommended slate of directors as proposed.	<b>Carried Unanimously</b>

**16. New Business**

- No new business was identified.

**Adjournment**

- Both Jennifer MacDonald and Glenda McPherson expressed thanks to the bowls community as they are leaving Canada in the year.
- Ian Howard thanked Jennifer MacDonald for her work as a Bowls Canada Director and wished her well in her upcoming Australian adventures.

With no other business to be conducted, the meeting was adjourned at 6:34 pm EDT.