



# **BOWLS CANADA BOULINGRIN**

## **ANNUAL GENERAL MEETING**

September 20, 2020  
Conference Call Webinar  
5:00 pm EST – 6:19 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 – absent
<b>Trevor Pohle</b>	Bowls Alberta, President
<b>Rachel Larson</b>	Bowls Saskatchewan, President
<b>Brian Kullman</b>	Bowls Manitoba, President
<b>Phillip Francis</b>	Ontario Lawn Bowls Association, President
<b>Bruce St. Louis</b>	Quebec Lawn Bowling Federation, President
<b>Kathy Myketyn</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:**

<b>Ian Howard</b>	President
<b>Kathryn MacGregor</b>	Vice-President
<b>Lorane Martin</b>	Secretary - Regrets
<b>Steve Moors</b>	Treasurer
<b>Cathy Selzler</b>	Director
<b>Jeff Harding</b>	Director – absent
<b>Don Caswell</b>	Director
<b>David Llewellyn</b>	Director
<b>Anne Mathewson</b>	Director
<b>Ivo Van Bastelaere</b>	Director -- Regrets

#### **Guests:**

<b>Ralph Ellis</b>	OLBA – VP
<b>Gary Oswald</b>	OLBA – ED
<b>Pat Vos</b>	Bowls AB – ED
<b>Ruchelle Himmelspeck</b>	Bowls Saskatchewan – Office Manager
<b>Doug Normand</b>	Bowls Saskatchewan – Acting ED

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

**Anna Mees**, Executive Director | **Jake Schuknecht**, Bowls Development Manger | **Casey Donnelly**, Communications and Safe Sport Coordinator

**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 5:08 PM EST. A roll-call of delegates was completed. Ian Howard introduced the board members present. In the Secretary's absence, Anne Mathewson offered to record minutes.

**2. Period of Remembrance**

- A minute of silence was held to remember all those from our Lawn Bowls community who had passed away in 2019/20

**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>Mover/Seconder Trevor Pohle AB/Rachel Larson SK</b>
That Jake Schuknecht and Casey Donnelly be appointed to serve as scrutineers.	
<b>Result: CARRIED</b>	

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

- Ian Howard introduced the following guests:

**Pat Vos**, Executive Director, Bowls Alberta  
**Ruchelle Himmelspeck**, Office Manager, Bowls Saskatchewan  
**Gary Oswald**, Executive Director, OLBA  
**Ralph Ellis**, Vice-President, OLBA  
**Doug Normand**, Acting ED, Bowls Saskatchewan

**5. Approval of Agenda**

<b>MOTION 2</b>	<b>Mover/Seconder: Phillip Francis ON/Gloria McLaughlin NB</b>
That the agenda be accepted as presented.	
<b>Result: CARRIED UNANIMOUSLY</b>	

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

- List any identified conflicts: e.g. It was recognized that each delegate holds a leadership position within their respective Provincial Associations

**7. Approval of Minutes from 2019 Annual General Meeting**

<b>MOTION 3</b>	<b>Mover/Seconder: Trevor Pohle AB/Phillip Francis ON</b>
That the minutes of the 2018 Annual General Meeting be accepted as circulated.	
<b>Results: CARRIED</b> <b>2 Abstentions</b>	

## 8. President's Address and Report

- Ian Howard presented the President's Report.
  - \* 2019-20 Annual Report outlines the overall progress made during the 2019-20 fiscal year (April 1 to March 31)
  - \* This was first year of implementation of Strategic Plan "Bringing Canadians Together Through Bowls" for 2019-2022
  - \* With a focus on empowering clubs, much of this first year was spent laying ground work
  - \* Steps such as achieving recognition as Canada's governing body for Para Bowls, applying for grants to maximize capacity, identifying a new organizational structure all came to a crashing halt on March 13, 2020
  - \* The need to move quickly in an agile manner quickly surpassed all other challenges seen to date
  - \* The collaborative will, energy and enthusiasm to work together as a true national association on the common good for the sport as an entirety has shown us how powerful we can be no matter the challenge.
  - \* Ian formally recognized and thanked the Directors, committee members, staff and each of the Presidents and their associations.

Delegates were given an opportunity to ask questions; no questions were asked.

<b>MOTION 4</b>	<b>Mover/Seconder: Bruce St. Louis QC/Trevor Pohle AB</b>
That the President's Report be accepted as presented.	<b>Result: CARRIED UNANIMOUSLY</b>

## 9. Executive Director's Address and Report

- Anna Mees identified that the year was very positive with lots being accomplished and reconfirmed that the 2019-20 Annual Report outlines the overall progress made during the 2019-20 fiscal year (April 1 to March 31)
- Anna specifically mentioned the following development highlights:
  - Building the Business of Bowls workshop was piloted with very positive feedback
  - Success of Learn 2 Bowl program reflected in the positive uptake of the resources and overall very positive feedback from users. The program was recognized at the Canadian Sport for Life National Summit in January 2020 as a leading best practice for national sport organizations
  - Progress was made towards gender equity and safe sport initiatives including approval of a Safe Sport policy suite and development of an online resource, and running of leadership workshops.
  - Collaboration with Blind Bowlers Association of Canada resulted in BCB being formally recognized by International Bowls for the Disabled and Sport Canada as the formal governing authority in Canada for para bowls.
  - Staff was successful in securing Innovation Grant funding for PARA Bowls as well as Ontario hosted events from Heritage Canada.
- High Performance highlights included
  - 2019 APC success resulting in qualification for all eight events at the upcoming World Championships
  - Different competition scenarios were tested in preparation for future HP competition

- Groundwork was laid for establishment of the regional coaching network
- Jake Schuknecht and Don Caswell were accepted as nominees for Commonwealth Sport Canada
- Thanks was extended to staff, committee members, PSO's and the Board for their work during these exceptionally challenging times

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

<b>MOTION 5</b>	<b>Mover/Seconded: Kathy Myketyn NS/Gloria McLaughlin NB</b>
That the Executive Director's Report be accepted as presented.	
<b>Results: CARRIED UNANIMOUSLY</b>	

### **10. Treasurer's 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. He recommended that the Board should look at how to make the Endowment Fund more functional for the organization.
- The following financial documents were circulated prior to the meeting:
  - Audited statements from 2019-20,
  - Notes on Audited Statements, BCB Investment Report,
  - 2019-20 Year End Final Budget Report,
  - 2020-21 Annual Plan COVID Revised,
  - 2020-21 COVID-19 Budget Approved, and
  - Revised Budget Notes May 8 2020.Anna is on her 6<sup>th</sup> rendition of the 2020-21 budget, as BCB continues to operate in times of great uncertainty.

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

**Thanks were extended to Steve Moors for his work as Treasurer.**

<b>MOTION 6</b>	<b>Moved/Seconded: Phillip St. Louis ON/Trevor Pohle AB</b>
That the financial reports, including the Auditors' Report be accepted as circulated.	
<b>Results: CARRIED UNANIMOUSLY</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>Moved/Seconded: Gloria McLaughlin NB/Brian Kullman MB</b>
That the auditing firm of Ouseley, Hanvey, Clipsham Deep LLP be retained as Bowls Canada's auditors to complete the audit for the 2020-2021 fiscal year.	
<b>Results: CARRIED UNANIMOUSLY</b>	

### **12. 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.
- Comments: Bruce St. Louis commented that he appreciated efforts to ensure reports were presented in both official languages.

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

<b>MOTION 8</b>	<b>Moved/Seconded: Trevor Pohle AB/Bruce St. Louis QC</b>
To accept all provincial reports as submitted.	
<b>Results: CARRIED UNANIMOUSLY</b>	

<b>MOTION 9</b>	<b>Moved/Seconded: Phillip Francis ON/Rachel Larson SK</b>
To accept all BCB operational committee reports as submitted.	
<b>Results: CARRIED UNANIMOUSLY</b>	

**13. Amendments to the Bylaws**

- No items at this time

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

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

a) Officer Positions to Acclaim

**President (2 year term)**

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

**Vice – President (1 year term)**

- Nomination received for Don Caswell
- No other nominations were received.

**Secretary (2 year term)**

- Nomination received for Anne Mathewson
- No other nominations were received.

**Treasurer (1 year term)**

- Nomination received for Dennis Verge
- No other nominations were received.

- Discussion: There was no ensuing discussion.

<b>MOTION 11</b>	<b>Moved/Seconded: Trevor Pohle AB/Bruce St. Louis QC</b>
To accept the received nominations by acclamation for the positions of President, Vice-President, Treasurer and Secretary.	
<b>Results: CARRIED UNANIMOUSLY</b>	

- Congratulations to Kathryn, Don, Anne and Dennis in their new elected positions of President, Vice-President, Secretary and Treasurer respectively.
- b) Nomination to fill director position
  - Applications from 6 individuals were received and vetted by the nominating committee of Wayne Wright (Chair) and Ian Howard. It was indicated that one of the applications did not meet the minimum skills and experience requirements required of a Director position and was not put forward. The remaining 5 candidates were found to be a strong representation of the desired skills, experience and qualities.
  - The delegates were reminded that we need to respect a minimum 40/60 gender equity ratio on the board. As the individual candidates were all equally strong, the deciding factor on recommendation for a one or two-year term really came down to balancing the gender equity ratio across the two terms.
  - It was clarified to the delegates that the first vote would be on the slate as a whole and then if that is not carried, then the vote goes to individual director positions.
  - It was further clarified that Jeff Harding is in the middle of a two-year term and his position does not need to be voted on.
  - The proposed slate is:
    - Cathy Selzler (2-year term)
    - Chris Stadnyk (2-year term)
    - Trevor Pohle (2-year term)
    - Laura Seed (1-year term)
    - Carolyn Ulch (1-year term)
  - Discussion: There was no discussion and no questions were asked.

**MOTION 15**

**Mover/Secunder: Phillip Francis ON/Gloria McLaughlin NB**

Move to accept the recommended slate of Directors as proposed.

**Results: CARRIED UNANIMOUSLY**

**15. New Business**

- No new business was identified.

**Adjournment**

With no other business to be conducted, the meeting was adjourned with thanks by the President at 6:19 pm EST. The Executive Director thanked the outgoing President for his service and leadership and wished him the best of success in his role as Director of the Americas on the World Bowls Board.