



BOWLS CANADA BOULINGRIN ANNUAL GENERAL MEETING

September 15, 2024
Virtual Meeting via zoom
7:00 pm EDT – 8:00 pm EDT

Bowls Canada Boulingrin is the governing body responsible for lawn bowls in Canada and our mission is to provide leadership that facilitates inclusive participation and excellence for the sport of lawn bowls in Canada.

DRAFT MINUTES

Bowls Canada Members' Representatives:

Harry Carruthers	Bowls British Columbia, President
Claire Day	Bowls Alberta, President
Michael Pituley	Bowls Saskatchewan, President
Phil Clark	Bowls Manitoba, President
Ralph Ellis	Ontario Lawn Bowls Association, President
Brian Lambert	Quebec Lawn Bowling Federation, Representative
Cameron Lefresne	Lawn Bowls Nova Scotia, President
Gloria McLaughlin	Bowls New Brunswick Boulingrin, President
Foch McNally	Prince Edward Island Lawn Bowls Association, President

Bowls Canada Board:

Anne Mathewson	Chair
Laura Seed	Secretary
Dennis Verge	Treasurer
Phillip Francis	Director
Derek McKie	Director
Jane Blaine	Director
Chris Stadnyk	Director

Guest Observers:

OLBA Directors: **Karen Atkin, Pat Binnie, Nan Hendren, Steve Schuknecht**
Bowls BC Directors: **Lynn Chwartacki**
Senior Staff of PSOs: **Kevin Goheen OLBA, Kathleen Reynolds Bowls Sask, JJ Rasimas (PEI)**

Bowls Canada Staff:

Britany Gordon, CEO | **Don Caswell**, High Performance Manger | **Samantha Burelle**
Safe Sport & Communications Coordinator

Introduction

The meeting was opened with the following acknowledgement by Anne Mathewson:

We begin today by acknowledging the Indigenous Peoples of all the lands that we are on today. While we meet today on a virtual platform, I would like to take a moment to acknowledge the importance of the lands, which we each call home. We do this to reaffirm our commitment and responsibility in improving relationships between nations and to improving our own understanding of local Indigenous peoples and their cultures. From coast to coast to coast, we acknowledge the ancestral and unceded territory of all the Inuit, Métis, and First Nations people that call this land home. We also acknowledge that the land on which our national office resides is the traditional unceded territory of the Algonquin Anishnaabe People.

1. Roll Call of Members and Credentials Committee

- Chair Anne Mathewson called the meeting to order at 7.04 pm EDT. A roll-call of delegates was completed. Anne Mathewson introduced the board members present.

2. Period of Remembrance

- A minute of silence was held to remember all those from our Lawn Bowls community who had passed away since the last AGM.

3. Establishment of Quorum and Appointment of Scrutineers

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

MOTION 1: That Samantha Burelle and Don Caswell be appointed to serve as scrutineers.

Moved/Seconded: Ralph Ellis/Cameron Lefresne

Result: Carried

4. Introduction of Guests and Board Members

- Anne Mathewson introduced the following guests :
 - OLBA Directors: **Karen Atkin, Pat Binnie, Nan Hendren, Steve Schuknecht**
 - Bowls BC Directors: **Lynn Chwartacki**
 - Senior Staff of PSOs: **Kevin Goheen OLBA, Kathleen Reynolds Bowls Sask, JJ Rasimas (PEI)**

5. Approval of Agenda

MOTION 2: That the agenda be accepted as modified to call for adjournment following the business of the AGM, moving proposed new business items to an information session immediately following the AGM.

Moved/Seconded: Ralph Ellis/Harry Carruthers

Result: Carried

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.

- Apart from the leadership position each members holds within their respective Provincial Associations, conflicts were declared by the following members: Cameron Lefresne (National Team member)

7. Approval of Minutes from 2023 Annual General Meeting

- The Chair called for discussion regarding the 2023 AGM minutes.

MOTION 3: That the minutes of the 2023 Annual General Meeting be accepted as circulated.

Moved/Seconded: Harry Carruthers/Ralph Ellis

Results: Carried

8. The Chair's Address and Report

- The following report was shared by Anne Mathewson:

"The 2023-2024 period marked a pivotal year of transformation for Bowls Canada Boulingrin, laying a strong foundation for future progress as we reached the halfway point of our ambitious strategic plan. This year positioned us to achieve significant milestones in the final two years, both on and off the green, driving lasting impact and growth across the organization.

We saw significant progress in our membership growth. Not only have we returned to pre-pandemic membership levels, but five of our nine provinces have reported membership numbers that exceed those from 2019. This growth is a testament to the resilience of our community and the efforts of clubs and PSOs across the country to welcome new and returning members back to the greens. We applaud the Provincial bodies and the local clubs in the promotion, recruitment and retention efforts.

In addition, we were awarded a \$78,000 grant through the Community Sport for All (CSAI) initiative, which significantly supported the development of the Diversity and Inclusion Pillar of the "Belonging in Bowls" program. This funding created a resource tool for clubs that will help expand access to lawn bowls for underrepresented communities, fostering a more inclusive and diverse sport for everyone. And I am excited to announce the first resource will be piloted with a handful of clubs next year!

Another highlight of 2023 was the launch of the BCB E-Store, which became fully operational this year. We are pleased to report that 132 orders were placed, generating a total of \$9,060 in sales. The E-Store not only provides a convenient platform for clubs and members to access essential resources but also contributes to the financial sustainability of Bowls Canada.

We rolled out the Club Development Pillar as part of the "Belonging in Bowls" program. This includes two new e-learning modules focused on recruiting and retaining volunteers and enhancing club management practices. These resources will empower clubs across the country to strengthen their operations and better serve their members.

This year also saw significant changes in our leadership team. Bowls Canada, with the help of Sport Law, contracted Mary MacDonald as Interim CEO and successfully recruited Britany Gordon to take over as CEO starting in January 2024. We bid a fond farewell to our outgoing CEO, Anna Mees, who has been an exceptional leader for the past decade, and to Alec Deschamps, our Events and Communications Coordinator. We are incredibly grateful for their contributions and dedication to the organization.

The Board itself has undergone changes, saying goodbye to Kathryn MacGregor, who has served Bowls Canada with distinction for the past nine years. As I stepped into the Chair role, Laura Seed was appointed as Secretary, and we welcomed two new directors to the Board, Jane Blaine and John Aveline.

As part of our commitment to good governance, the Board of Directors participated in a professional development workshop on Governance excellence, led by Rose Mercier from The Governance Coach. This session provided valuable insights and tools to help guide the Board in its oversight and strategic leadership role.

We look to the future with excitement and with the wisdom that has been garnered from this past year's experiences, ensuring that Bowls Canada continues to grow, evolve, and thrive. I am incredibly proud of what we've accomplished this year and am confident that we are on a strong path toward an even brighter future.

Thank you to our dedicated staff, our athletes, and our member clubs, as well as to our valued partners, including the Government of Canada, sponsors, and donors who support our mission. It has been an honour to serve as Chair, and I am excited to see where Bowls Canada goes from here."

Delegates were given an opportunity to ask questions:

- There were no questions asked about the report

MOTION 4: That the Chair's Report be accepted as presented.

Moved/Seconded: Gloria Mclaughlin/Phil Clark

Results: Carried

9. The CEO's Address and Report

- The Annual Report was submitted as the CEO's report in the 2024 AGM Binder that was circulated prior to this meeting.
- Congratulations to the 2023 World Championships Team Canada squad
- 2023-24 represented both extraordinary costs & a decrease in funding from Sport Canada.
 - Post-Pandemic inflation in travel and accommodations continues to impact both domestic and international events
 - A World Championships year, increased cost to High Performance
 - Increased expenses in the areas of Safe Sport, Bowler and Club Development
- 2024-2025 Budget & Operational plan
 - Continued effort on empowering members and their stakeholders to recruit and retain bowlers across Canada while remaining a compliant, competitive and recognized NSO
 - In particular, there is a focus on:

- Implementing new governance processes and empowering stakeholders
- Maintaining Abuse Free Sport compliance requirements
- Developing Belonging in Bowls Pillars: Diversity & Inclusion and Accessibility
- Launching new Diversity & Inclusion resource
- High Performance opportunities and program expansion
- Strategic Plan implementation
- Managing risk and liability in all areas of operations; and
- Communication and engagement through virtual mediums

Delegates were given an opportunity to ask questions:

- There were no questions asked about the report

MOTION 5: That the CEO's Report be accepted as presented.

Moved/Seconded: Ralph Ellis/Claire Day

Results: Carried

10. Treasurer's Report and Financial Statements

- The following financial documents were circulated prior to the meeting:
 - BCB Final Statements 2024
 - Treasurer's Report 2024
 - BCB Investment Funds Report 2024
 - 2024-25 Budget Approved
 - 2024-25 Approved Plan
- Bowls Canada Treasurer Dennis Verge shared that he had reviewed the financial statements in collaboration with the Audit and Finance Committee in his role as chair of the committee. The Committee agreed the statements are an accurate financial representation of Bowls Canada Boulingrin for the fiscal year ending March 31, 2024, and as such the statements were accepted by the Board. Other notes included:
 - A challenging year with extraordinary costs including world championships and recruitment of new CEO.
 - Offsetting these costs were income from investments, Government of Canada CEBA loan income, and last-minute influx of revenue from Sports Canada.
 - These costs and revenues were off set to leave Bowls Canada with a small profit for the year.
- Dennis also noted in the Annual Investment Report the following:
 - Our investments mirrored the financial markets and showed significant growth.
 - The goal for long term investments continues to maintain a ratio of 70% equity and 30% fixed income as recommended by the BCB financial advisors and supported by the BCB Board.
 - For short term investments, BCB has been able to take advantage of rates in excess of 5% when they came due. GIC rates are now declining and are expected to decline further which will reduce fixed income on investments in the future.

- Dennis shared highlights of the 2024-25 Operational Budget and Plan:
 - Continued effort on empowering members and their stakeholders to recruit and retain bowlers across Canada while remaining a compliant, competitive and recognized NSO

Delegates were given an opportunity to ask questions:

- There were no questions asked about the report

MOTION 6: That the financial reports including the Auditors' Report be accepted as presented

Moved/Seconded: Dennis Verge/Cameron LeFresne

Results: Carried

11. Auditors Report and Appointment of Auditors

- Dennis Verge confirmed that our Auditors, Ouseley Hanvey Clipsham Deep, have presented an unqualified opinion that the Financial Statements are an accurate representation of the events for the period ending March 31, 2024. On behalf of the Board, he recommended the appointment of Ouseley Hanvey Clipsham Deep LLP as BCB auditors for the fiscal year ending March 31, 2025.

MOTION 7: That the auditing firm of Ouseley, Hanvey, Clipsham Deep LLP be retained as Bows Canada auditors to complete the audit for the 2024-2025 fiscal year.

Moved/Seconded: Dennis Verge/Ralph Ellis

Results: Carried

12. Other Reports

- Provincial Reports were circulated in the AGM Meeting Package as submitted.
- Questions and Comments:
 - Thank you from Britany for all the reports. Timing of the reports was challenging. If there are any updates such membership totals, please let Britany so that she can have an accurate number.
 - Provinces collect demographic data differently across the country, namely as it relates to age demographics (the grouping of ages, etc). BCB recognizes this and asks that the provinces submit their best estimates using the age ranges asked by BCB.
 - Ralph Ellis commented on the new SAM database system that is being implemented in Ontario. Initially members did not want to provide their DOB but currently ages are fairly accurate.
 - If provinces don't have the necessary data but must provide information, then Ontario's data is probably a good estimate.
 - BC member ages are dropping. Each year they put an emphasis on recruitment of individuals who are 5-10 years younger than their current average age.
 - Anne Mathewson asked Gloria McLaughlin (NB) about the gender free event that they held. Gloria McLaughlin will get more information on the results of this event. SK also held such an event.

MOTION 8: To accept all provincial reports as submitted.

Moved/Seconded: Gloria McLaughlin/Ralph Ellis

Results: Carried

13. Amendments to the Bylaws

No amendments to the Bylaws were presented at this meeting. It was noted that new amendments will be forthcoming at next year's AGM to comply with the new Canadian Governance Code for national sport organizations.

14. Elections to the Board of Directors

- The nominations report was made available in advance of the meeting.
- As outlined in the by-laws, the Board is composed of a minimum of 7 and a maximum of 9 Directors. Based on the transition plan to the new term of three year and the resignation of Directors over the last year, the following vacancies were available to join Anne Mathewson (2025), Dennis Verge (2026), Chris Stadnyk (2025), Jane Blaine (2026), Phillip Francis (2026), and Derek McKie (2025):
 - Up to three 3-year terms
- The following candidates stood for election:
 - Incumbents Laura Seed
 - No New applicants
- As there were more terms available than candidates, the Nominations Committee reviewed the skills and experience of the candidates against the existing Directors to recommend the following slate:
 - Three 3-year terms: Laura Seed
- To be noted: John Aveline resigned due to time constraints and thus would not be able to fill that role appropriately.
- No nominations from the floor to fill the vacant positions.

MOTION 9: That the recommended slate of Directors be accepted as presented	
Moved/Seconded: Ralph Ellis/Claire Day	Results: Carried

- Congratulations to the incoming Director, Laura Seed, with a thank you for her past leadership as Chair of the Governance Committee.

Adjournment

With no other business to be conducted, the meeting was adjourned at 7:48 p.m.