

## **NOTICE OF MEETING**

**Mann Park Lawn Bowling Club**

**Semi-Annual General Meeting**

*Wednesday, April 24, 2019, 1:30 p.m.*

### **AGENDA**

1. Moment of Silence
2. Approval of Agenda
3. Minutes of Annual General Meeting, October 24, 2018
4. Treasurer's Report - Judy Skinner
  - a. Financial Statement to March 31, 2019
5. Reports from Directors
  - a. Financial Manager - Tom Akam
  - b. Membership – Elliott Clarkson
  - c. Greens - Mike Skinner
  - d. Coaching - David Tones
  - e. Games– Ken Cronin/Ed Hooper
  - f. Daily Draw – Alba Boris
  - g. Publicity – Sandra Burnett
  - h. Social Coordinator - Hilary Callihoo
  - i. Maintenance - Doug Wrong
  - j. House - Mark Dalton
6. New Business
  - a.
7. President's Report – Linda Palm
8. Announcements
9. Adjournment

## Directors' Reports

### Semi-annual Meeting, MPLBC, April 24, 2019

#### Financial Manager (Tom Akam)

##### March 31, 2019 Financial Statements:

- Rental income is \$5,000 higher than last year. *[Note: We have negotiated a contract with White Rockers Square Dancers who will be using the clubhouse on Sunday afternoons September through April. This will bring in an additional \$2,400 per annum starting September 2019.]*
- A commercial dishwasher was purchased for \$6,183 plus \$1,190 to install.
- The compressor in our bar fridge failed recently and the unit has been replaced with a new one at a cost of \$2,010.
- We have spent \$1,400 to date on publicity and recruiting with a view to attracting new members.
- Our loss to date is attributable primarily to the purchase of the dishwasher.

##### Other Matters:

- Our application for a Community Gaming Grant will be filed by the end of this month. Following a lengthy telephone discussion with the Gaming Branch, I have adopted a new format that (much to my surprise) justifies asking for an amount higher than we budgeted. I will be asking for \$12,000 instead of \$10,000.
- Whether or not we apply for an annual liquor licence this year will be decided once we know the amount of our Community Gaming Grant. We expect to be notified by August 31.
- We will be applying for this year's Class D (50/50) Gambling Event Licence before month end. This year we are planning to have 19 draws compared to last year's 15. At last year's average (\$125 per draw), we expect to raise \$2,375 this year, which is \$625, more than budgeted.
- Over the next few months, the board will be preparing an application for a Capital Project Grant to repair the greens perimeter. Preliminary estimates are that the cost will be \$40,000 with half being covered by the grant. The project will include provisions (footings and conduit) to accommodate night lighting in the future. If we later decide to install night lighting, we would then apply for a second Capital Project Grant to cover one half of the cost. Having planned ahead, we would not have to disturb the perimeter repair.
- All other spending priorities are to be considered after we know the amount of our Community Gaming Grant.
- In the next few months we will be entering into discussions regarding the renewal of the Montessori School lease.

#### Draw Master Report (Alba Boris)

Thank you to everyone who volunteered to do the daily draws for the 2019 season. The draw master schedule is now posted. New volunteers are most welcome to add your name to the list where there is an empty space in September or at the end as a spare to be called upon when needed.

## **Games (Ed Hooper & Ken Cronin)**

Sadly, Dianne Brynjolfson has submitted her resignation as games director as of April 30. Before leaving the Board she spent a great deal of time compiling the games and events calendar for the upcoming season. Ed Hooper and Ken Cronin have been working closely with Dianne over the past three months and will be officially taking over her duties as of May 1. The Board extends their sincere appreciation to Dianne for a job well done over the past two years. In particular, Ed and Ken say "many, many thanks" for Dianne's dedication and the help she has given them in putting the games schedule together. She produced lists, charts, forms, rules, and guidelines that helped them make sense of it all.

We have a very busy games schedule planned for the upcoming season.

### Leagues

- Monday afternoon aggregate - First day of play is May 13. Thank you to Gerry Potter who is running it again this year.
- Friday morning aggregate - First day of play is May 10. Thank you to Barb McCloud and Gail Bicknell who have volunteered once again to run it. A reminder that, to join, it costs \$5 per aggregate, plus \$1 per game.
- Evening Leagues - Sign up sheets will be posted on the bulletin boards at the SAGM on April 24.
  - Aussie Pairs starts Thursday, May 9
  - Mixed Pairs starts Tuesday, May 14
  - Coaches Pony League starts on Monday May 13 at 6:00 p.m.
- Tri-Cities League – This is a mixed league that we play with two other clubs: Langley and Surrey. Returning teams always get first dibs and this year M. P. has six teams signed up, with quite a few new names and faces. Welcome all to Tri-Cities. The cost this year is \$30 per person that includes 12 weeks of bowling plus dinner at Langley.

### Visitations

M.P. will be hosting two visitations from other Clubs, that's Tsawwassen on June 23 and Ladner on August 11. In addition we have three visitations to clubs: White Rock in May, Surrey in June, and South Burnaby in July. It's fun going to other clubs to see them, meet new people, and bowl on different greens. Please sign up for these are fun days.

### Interclub Events

Mann Park is again hosting 4 inter-club events this year. See the V & D Event Handbook. We only accept three teams from any individual club, including our own.

- Men's Triples - Thursday May 30
- Women's Triples - Friday June 28
- Mixed Triples - Sunday July 28
- Mixed Fours - Saturday August 31

Also in the games mix is the President's Shield with M.P. Women playing M.P. Men. The men won again last year. Will the Ladies show them up this year?

"Sadie's Hawkins Day" is on the schedule. The Sadie's invite a Man to be their partner for the day and provide lunch for both. Oh and dress up - best dressed gets a prize.

Other events include Super Seniors (73+) on June 8 and the Quaddi on August 18. In addition to our daily draws, the usual leagues and aggregates, club competitions, visitations, and our civic holiday fun days, there are many inter-club events that you can sign up for. Please check out the V & D Events Handbook and find something to challenge yourself. Talk to fellow members and go for it.

#### Opening Day Ceremony

Our season officially opens on Saturday May 4 with a piper going around the green, a ceremonial roll out and a light lunch. Please sign up today if you plan to attend so we can plan our lunch.

#### Open House

Our second open house will be held this Saturday April 27. We invite you to bring your friends along to enjoy a few hours here at Mann Park - perhaps they will become members.

We hope you will agree that the program on offer is very comprehensive and should suit, in one way or another, every member.

#### **Carpet Bowling (Ken Cronin)**

We have completed another very successful season. Twenty-three members signed up and attendance at each event was high. Aggregates enjoyed the highest turn out, with two before Christmas and two in the New Year. A novice indoor bowler won the final aggregate proving any one can win – congratulations to Mavis Taylor.

Everyone enjoyed the Christmas luncheon and the wind-up lunch on March 29.

Thanks to our helpers: Alba Boris and Laurie Canil for the cooking and serving, Franco for all the hard work he did, Geoff Wells for counting and looking after all the money and his input in general, and, not to be forgotten, Ed Hooper who ran Wednesday and Saturday sessions, their helping was invaluable.

This is my last season coordinating the Saturna Carpet Bowling. Geoff Wells has stepped up to run it next year, with Ed Hooper looking after Wednesday and Saturday sessions. It passes into very good hands; thank you both.

Finally I would like to thank all members for making each game such fun, and we had plenty. Your bowling gets better and better and its been a privilege to run the group, See you all on the green, good bowling.

#### **Greens (Mike Skinner)**

The winter has been kind to our greens this year. We were able to spray fungicide and fertilize three times. To date it has been cut five times. Weather permitting, the greens should be ready for our new season and hopefully for our open house at the end of April.

All plumbing has been completed to 1-inch lines - which makes Paul a very happy man, giving him more water pressure for cleaning up the area.

There was some damage done during the big windstorm on December 20, 2018. Two score signs were blown off, damaging the green in four areas. These areas are coming back slowly.

We look forward to a good season with great greens.

### **Coaching (David Tones)**

As of June 2019, Bowls BC requires that all coaches have a police criminal record check. Currently only David and Geoff Wells have club coach course and criminal record checks. Anne Currie passed the club coach course last year while Linda Palm, Ken Cronin, and Mike Skinner took the club coach course on April 13/14. They will all need to get their criminal record checks by June to be compliant with Bowls BC policy. Any other members who are interested in becoming coaches are invited to speak with David.

Our coaches pony league that begins May 13 provides an excellent opportunity to bring along novice bowlers. It is important to have experienced players skipping who can help teach the novices the game. Please sign up and help our club grow.

### **House (Mark Dalton)**

In March, while the Montessori school was on spring break, the floor was cleaned and waxed.

A new, sturdy, coat rack with 300-pound capacity has been purchased as the old one collapsed under the weight of coats at the Christmas party. Cost \$150.00

The Board has concerns that the general public is parking in our lot. To monitor this, we have ordered parking permit cards that members can place on their dash when they are here. Letters stating this is a private parking area for Mann Park members only will be put on windshields of cars not displaying the permit. In addition, we have asked the City of White Rock to improve their signage.

I have posted the usual volunteer sign-up sheet for those who can help with clean up for a week this season.

The garbage bins previously kept in the enclosure at the back of the clubhouse have been moved inside the locked gate and fence due to problems with people bringing their garbage from home and putting it in our bin.

### **Maintenance (Doug Wrong)**

This past winter has been relatively quiet for the maintenance portfolio. Concerns were voiced to the Board regarding the door into the parking lot being left open during the day. An automatic door closing mechanism has been purchased and installed to address this issue. Cost \$280.00.

### **Membership (Elliot Clarkson)**

We are off to a good start for 2019 membership. Despite the showery morning we held a successful Open House on April 6 and signed up eight new members. A second Open House is scheduled for April 27 and I anticipate more new members will join at that event.

At the April 6 open house, over 30 of last year's members renewed their memberships, I expect many more members to re-join on registration day, April 13.

Remember, the deadline for payment of dues is April 30.

### **Publicity and Advertising (Sandra Burnett)**

Business cards were printed advertising both dates and left in the Club House for members to give to prospective members.

The Open Houses are advertised in the Peace Arch on April 3 and April 24. Notices of the Open Houses were posted in the libraries and on various notice boards around the area. New rack cards advertising the club are also posted in the libraries, etc., and can be used year-round.

For the first time, the board tried an advertising mail out through Canada Post. 1515 6" x 9" flyers advertising the Open Houses were delivered to two specific areas near the club – thanks to Martha MacArthur for designing and completing the task, and doing an excellent job. (I had started the process but had to go on vacation.)

The banners and lawn sign were updated and hung on the fence. The dates will be changed again ready for the 27<sup>th</sup>.

Those attending our open house were asked how they heard about the event. We will use this information to assess the effectiveness of the different advertising methods.

### **Social (Hilary Callihoo)**

This has been a busy winter social season for Mann Park – thanks to the efforts of Linda Cooper and crew. Successful dinner-dances were held for Oktoberfest (October 27), Christmas (December 8), Robbie Burns Day (January 26), and St. Patrick's Day (March 16).

Hilary Callihoo, with help from Martha McArthur and Sharron Lyons, is heading up the volunteer social team for our busy bowling season ahead. A sign-up sheet is available at the SAGM and there is also a line on the registration form re volunteering. If you can give a few hours of your time to help at events, please consider signing up.

As budgeted, a commercial dishwasher was purchased and installed ready for the St. Patrick's Day dinner. Thank you to Mark Dalton and Doug Wrong for their time and efforts in overseeing the installation. The total cost was \$7,373 installed. Reports on its efficiency have been positive. The expense will reduce the efforts of our kitchen volunteers considerably – as was proven at the St. Patrick's Day event when all dishes were washed and put away before the end of the evening.

### **Bar**

The beverage cooler in the bar broke down this winter and a new replacement cooler has been purchased at cost of \$2,010.00. With regular service we hope this will last us many years into the future. There is a 2-year parts and labour guarantee and 5-year guarantee on the compressor. Thanks to Dianne and Martha for researching the product and to Mike Skinner, Tony Numans, and Harald Hendess for assisting with disposal of the old cooler.

We are compiling a list of members with Serving It Right and invite anyone who would like to volunteer from time to time at the bar to take the online course and add their name to the team. Cost of the course will be reimbursed.

At the AGM, a motion was passed in principle for the Board to proceed with securing a year-round liquor license. Tom Akam is heading up this work but he will not be applying for the license until we know the amount of our Community Gaming Grant.

### **President's Report (Linda Palm)**

During the off-season, the Board has made some good progress on a Strategic Plan. We've developed Vision and Mission statements, listed our Values, and identified strategic areas for goal-setting. There is more work to be done to set some goals for each strategic area and then determine actions needed to meet those goals. We plan to hold a "Town Hall Meeting" at the Clubhouse soon to share this work with our members and get their input. Watch for a notice for this exercise.

A committee of the Board has also been reviewing our spending priorities and ranking them by need. Our biggest project right now is still to upgrade the deteriorating outside edges of our perimeter walkways on the east, west and south sides. A landscape design company was engaged to prepare a Scope of Work for the project and we will now be pursuing quotes from companies which are interested in completing the project. The rough estimate is \$40,000 and the Club will be applying for a Capital Grant (from the Gaming Commission) to cover one-half of the cost. We have to match half the cost from our funds and other grants we are able to secure. If anyone is able to assist the Board in preparing our grant application by June 30<sup>th</sup>, please contact me as I am co-ordinating the collection of materials needed for the application, then completing and submitting the application.

David Tones and I recently met with Eric Stepura, Director of Recreation and Culture for the City of White Rock, to pursue the renewal of our lease with the City that is due in July. We also discussed our concerns regarding the impact of the new "Generations Playground" on our parking spaces at Mann Park. We will be working with City officials to get proper signage and arrange for enforcement of violators as appropriate. To ensure all member vehicles are properly identified, we will be providing cards to place on your vehicle dash. Monitoring of violators will be a member responsibility and there will be a system to track those violators and report them to City Bylaw officers.

As usual, a great deal of work has gone into preparing the schedule of activities for the season. Dianne Brynjolfson has spent countless hours – even while on vacation this past winter – planning the details of all the games events. As most of you are aware, Dianne is taking some time away from lawn bowling this season so we are thankful to have two of our new Board members agree to take on this very busy portfolio. A special thanks to Ed Hooper and Ken Cronin, and, a huge thank-you to Dianne for all her contributions to the success of the Club over the past years that she has been involved with planning for games, sponsorship and social events connected to the games. We hope to see her back at the Club when she is ready.

Our membership was fortunate to have Linda Cooper – and her very capable teams – take on the planning of our social events this past fall and winter. Reports on those parties have been full of compliments and appreciation!

The greens are looking fabulous – thanks to Paul Klarich, Mike Skinner, and his volunteers. We are all just waiting for the nod that the bowls can roll!! Have a great season, everyone!

**MANN PARK LAWN BOWLING CLUB**  
**BALANCE SHEET**  
**MARCH 31**

	<u>2019</u>	<u>2018</u>
<b>Current Assets</b>		
Cash on Hand	\$300.00	\$200.00
Gaming Account — Externally Restricted (Note 1)	211.52	85.48
General Account	1,036.47	19,922.82
General Savings	1,663.79	3,556.06
Term 34	6,801.23	2,000.00
Term 34 — Internally Restricted (Note 2)	3,198.77	8,000.00
Term 35 — Internally Restricted (Note 3)	15,000.00	0.00
	28,211.78	33,764.36
Accounts Receivable	0.00	0.00
	\$28,211.78	\$33,764.36
<b>Current Liabilities</b>		
Accounts Payable	\$1,458.80	\$3,264.60
Rental Deposit	900.00	900.00
	2,358.80	4,164.60
<b>Equity</b>		
Opening Balance	34,061.87	27,162.41
Profit for the Year	-8,208.89	2,437.35
Closing Balance	25,852.98	29,599.76
	\$28,211.78	\$33,764.36

**Note 1:** Funds in the Gaming Account represent the unspent portion of a Community Gaming Grant and the unspent proceeds of 50/50 draws. The grant is to be used for the maintenance of the green and the proceeds of the draws for the repair and maintenance of the clubhouse.

**Note 2:** At September 30, 2017 the Club had on hand internally restricted funds of \$9,000, \$4,000 of which was set aside on August 8, 2015 and \$5,000 on September 16, 2016. The funds are to be used for capital improvements. During the year, Term 33 was renewed — now Term 34. On September 19, 2018 the Executive Committee approved expenditures of \$5,801.23 from Term 34 reducing the internally restricted amount to \$3,198.77.

**Note 3:** On September 19, 2018 the Executive Committee passed a resolution internally restricting \$15,000 for the repair of the perimeter around the greens. To complete the project, the Club intends to apply for a Capital Project Grant from the Community Gaming Grants Branch of the Province of British Columbia.

# MANN PARK LAWN BOWLING CLUB

## COMPARATIVE INCOME STATEMENTS

	March		This Year's Budget	Oct. 1 to Mar. 31	
	<u>2019</u>	<u>2018</u>		<u>2018-2019</u>	<u>2017-2018</u>
Membership Fees	\$0.00	\$0.00	\$26,450.00	\$750.00	\$975.00
Rental Income (Montessori School)	1,859.38	1,859.38	16,000.00	11,156.29	6,069.81
Grants	0.00	0.00	10,000.00	0.00	0.00
Public Support	0.00	0.00	4,000.00	0.00	600.00
Licensed Gaming Activities (Net)	132.00	166.10	1,750.00	562.12	497.10
Special Events	1,246.05	874.80	3,700.00	3,065.43	2,483.20
Other Income	1.13	1.96	1,400.00	707.76	151.71
Prize Reserve	0.00	0.00	0.00	25.00	200.00
<b>Total Income</b>	<b>3,238.56</b>	<b>2,902.24</b>	<b>63,300.00</b>	<b>16,266.60</b>	<b>10,976.82</b>
<u>Clubhouse</u>					
Application for Annual Liquor License	0.00	0.00	7,000.00	0.00	0.00
Equipment Purchases	0.00	0.00	8,000.00	6,183.07	78.39
Housekeeping	262.50	262.50	4,350.00	1,720.32	1,141.84
Insurance and Lease	1,039.50	1,146.60	2,200.00	2,227.44	1,146.60
Maintenance	50.40	0.00	1,000.00	276.31	45.13
Renovations/Upgrades	319.65	0.00	1,000.00	1,190.51	0.00
Utilities	284.31	401.84	5,150.00	2,090.44	1,363.99
<b>Total Clubhouse</b>	<b>1,956.36</b>	<b>1,810.94</b>	<b>28,700.00</b>	<b>13,688.09</b>	<b>3,775.95</b>
<u>Greenskeeping</u>					
Contract Labour	540.00	0.00	3,250.00	2,295.00	1,820.96
Coring/Top Dressing	0.00	0.00	3,100.00	0.00	1,350.00
Cutting	450.00	250.00	6,000.00	1,800.00	1,000.00
Equipment Purchases	0.00	0.00	1,000.00	0.00	0.00
Irrigation System	157.50	0.00	1,000.00	315.00	157.50
Sand	0.00	0.00	5,500.00	0.00	0.00
Supplies	668.80	0.00	750.00	2,973.46	1,637.00
Verticut	250.00	0.00	1,750.00	250.00	0.00
Water	0.00	0.00	2,500.00	900.97	740.93
Work Safe BC	0.00	0.00	0.00	139.76	0.00
<b>Total Greenskeeping</b>	<b>2,066.30</b>	<b>250.00</b>	<b>24,850.00</b>	<b>8,674.19</b>	<b>6,706.39</b>
<u>Membership</u>					
Association Dues and Insurance	0.00	0.00	5,450.00	0.00	0.00
Miscellaneous	0.00	0.00	250.00	0.00	0.00
Publicity and Recruiting	212.80	0.00	3,000.00	1,408.49	0.00
<b>Total Membership</b>	<b>212.80</b>	<b>0.00</b>	<b>8,700.00</b>	<b>1,408.49</b>	<b>0.00</b>
<u>Office</u>					
Accounting Software	30.24	12.10	250.00	181.44	48.40
Bank Charges	3.00	3.00	50.00	23.00	12.00
Miscellaneous	35.74	48.93	1,050.00	381.84	584.54
P.O. Box	0.00	0.00	175.00	0.00	0.00
Printing/Copying	0.00	0.00	625.00	118.44	36.29
Roster/Website	0.00	0.00	300.00	0.00	0.00
<b>Total Office</b>	<b>68.98</b>	<b>64.03</b>	<b>2,450.00</b>	<b>704.72</b>	<b>681.23</b>
<b>Total Expense</b>	<b>4,304.44</b>	<b>2,124.97</b>	<b>64,700.00</b>	<b>24,475.49</b>	<b>11,163.57</b>
<b>Net Operating Income</b>	<b>-\$1,065.88</b>	<b>\$777.27</b>	<b>-\$1,400.00</b>	<b>-\$8,208.89</b>	<b>-\$186.75</b>