

**PETERBOROUGH LAWN BOWLING CLUB
ANNUAL GENERAL MEETING OCTOBER 4, 2021**

Called to order: 11:05 am

Quorum: 25 of 41 members were in attendance

Location: McDonnel Street Activity Centre

Adjournment: 12:11 pm

WELCOME AND INTRODUCTION - President, Betty Wade

Good morning and thank you for coming. I'm Betty Wade the President of the Peterborough Lawn Bowling and I would like to introduce our board members.

Steve Russell- Vice President/ Ways and Means

Sally Radigan- Secretary

Joan Murray -Treasurer

Charlene Purcell- Membership

Laurie Fitzpatrick - Leagues

Karen Kavanaugh - Social

Louise Church - Greens/ Property

I would like to take this opportunity to thank a few people.

To all the people out there that sent in cash donations to help with our expenses.

A big thanks to Bill Radigan who volunteered his time during the season cutting the greens.

To Louise Church, our Greens Keeper and Gavin Carnegie, our Consultant for not taking any wages this season.

To Sheila Lane for all her help with our Marketing programs.

Thank you all!

A special thank you to everyone who came out today to support our Club.

This year has been a challenging one with COVID and all the protocols that we had to follow to ensure safety for all of us as we played our sport.

At our recent Board meeting I was telling everyone that in spite of COVID-19 we all have developed in many ways to help improve Lawn Bowling. Everyone is a little more understanding and forgiving of all the small things happening in our new world.

We have had a great season with many new bowlers joining, with our old members reaching out to help them learn our sport.

I feel blessed to be working with such a wonderful group of board members and members who give of themselves to make our day special.

In closing, I know there are many questions you want to ask of us and we will try to answer them all! We are excited about our new path and hope we can encourage all of you to come on board with us. Lawn Bowling has a 120 year history in Peterborough and we want it to continue to grow.

Thank you.

APPROVAL OF AGENDA

- Motion to approve the agenda by Ivo Nightingale, seconded by Steve Ogilvie. Carried.

APPROVAL OF 2020 AGM MINUTES

- Motion to approve the minutes by Steve Ogilvie, seconded by Burt Thornber. Carried.

DIRECTOR REPORTS

VICE-PRESIDENT & WAYS AND MEANS REPORT - Steve Russell

My responsibilities included:

- Raising funds through advertising and sponsorship activities
- Securing government and other grant funding
- Oversee house rates, green usage and scheduling with facility

Membership, Advertisers and Sponsors annual trends since I started.

YEAR	Members	Advertisers	Sponsors
2021	41	61	2
2020	30	NA	NA
2019	57	59	20
2018	81	60	18
2017	74	56	18
2016	77	56	19
2015	80	56	20
2014	87	52	20
2013	88	55	20

The COVID-19 pandemic restrictions continued to impact our sport in 2021.

Sponsorship and Advertising Update

- Total revenue raised from our support community: \$7525 from a potential of \$16,350.
- All of our advertisers ads were posted on our website under separate categories: Gold, Silver and Bronze.
- 14 advertisers were given a reprieve. Loss of revenue: \$2850
- Of the 14 advertisers, 8 indicated that they may return in 2022. Potential revenue: \$1375.
- 12 advertisers went out of business. Loss of revenue: \$1700.
- We gained 2 new advertisers: EXIT Reality and Kawartha Home & Health Services.
- We increased our online advertising rates for 2021 (new rates outlined below in Appendix C).
- Our advertiser's fence signs were put up but we only charged those that were willing/able to pay.

PLBC Annual Handbook

Has been discontinued. The website will be used going forward.

PLBC Grants

We applied for and received a grant from Participaction but had to cancel the events in June due to COVID restrictions.

Tournament Sponsors:

- All of our open tournaments were cancelled this season due to COVID.
- We held 2 local tournaments sponsored by Armstrong Foodland and The Gardens of Peterborough.

Greens Usage and Scheduling:

We had no issues with green usage and scheduling with the facility.

PLEASE FREQUENT OUR ADVERTISERS AND LET THEM KNOW YOU ARE A LAWN BOWLER.

WE ARE LOOKING FOR A TOURNAMENT SPONSOR. DOES ANYONE KNOW OF A POTENTIAL BUSINESS?

Motion to approve Report by Roger Hawkins and seconded by Steve Ogilvie. Carried.

Unofficial Financial Statement as at Nov 15, 2021 - Prepared by Joan Murray

PLBC Budget vs Actual - 2021

		Budget	Actual
Income		2021	2021
Memberships		12500	
	Ladies/Mens/Juniors		7815
	Social Members	0	60
	Bowls Rentals	0	50
	Memberships - Other PAYP	0	285
Total Memberships		12500	8210
Tournaments			
	Tournaments	7500	-230
	Greens Rental	0	0
Total Tournaments		7500	-230
Fundraising			
	Share the Wealth	600	
	\$100 Board-Bowls Raffle Draws		
	Club Pins/Wrong Bias	50	
	Fundraising - Other	300	
Total Fundraising		950	0
	Pro Shop		
	Kitchen Revenue		
	Advertising - Signs/Sponsors		4800
	Advertising Club Annual		

		Budget	Actual
	Investment Interest	30	
	Donations		
	Participation Grant		450
	Banquet		
	Other Revenue OLBA		204
Total Revenue from Other Sources		30	5454
Total Income		20980	13434
Expenses			
Green Expenses			
	Greens Keeping	9000	3187.5
	Greens Treatment	4500	5336.11
	Greens Consultant	3000	0
	Equipment Maintenance & Fuel	2000	420.13
	Greens Expense - Other (water)	10500	2365.63
Total Greens Expenses		29000	11309.63
Operating Expenses			
	Accounting Fee - Inc. Tax	3500	
	Advertising/Signs	1500	113
	Appraisal		2491.65
	Archives	250	300
	Bank Charges	50	
	Caring	50	
	Covid Protocols		154.51
	Dreprec./Reserve/Loss on Disp.	4000	

Operating Expenses, cont'd		Budget	Actual
	Disc. - Misc.		
	District 14 Registration	60	
	Instruction/Jr. Development	0	
	Insurance	0	
	Lawn Bowling Equipment	100	
	League Prizes/Trophies	400	152.6
	Legal		51.44
	Membership Book - Club Annual	0	
	Membership Promotion	0	
	Membership Refunds		275
	Misc. Expenses (Thk You SJ, lock & hasp)	0	74.41
	New Signs		904
	Office Supplies & Postage	200	361.49
	OLBA Registration	1250	1230
	Permits and Licenses	100	
	Property Improvements	200	
	Property Maintenance/ Approvements	300	
	Property Taxes less Water Rebate	250	178.76
	Travel Expense	150	
	Website Yearly Domain & Operation Fees	175	318.23
	Website Creation/Training	1500	2644.2
Total Operating Expenses		14035	9249.29
Donation to MSAC Building Fund			0
Total Expenses		43035	20558.92
	NET INCOME/LOSS	-22055	-7124.92

NOTE: There are currently outstanding costs for greens maintenance and water.
\$3015.00 Sponsorship currently outstanding.

Comments/Questions:

Q: Anna Panton: Where is the \$30,000 GIC reflected in the financials?

A: Joan Murray: Not included as the Financials only cover our operating costs. We have 3 GIC's: \$30,000.00, \$5000.00 (Black's tournament) and \$2000.00 (Les Tatler tournament). The interest from the latter two GIC's is used to help pay for the tournaments. Unfortunately there is little interest, if any generated to fund our tournaments.

Action: Joan will look into whether or not we are able to cash in these two GIC's which could then be used to fund the tournaments.

C: Steve Ogilvie: Income received from advertising seems modest. This is a high visibility area with year round exposure.

A: Steve Russell: Actual amount will be higher. We have yet to collect \$3015.00. Steve will be following up with sponsors.

Q: Anna Panton: Where is it indicated in the financials the monies paid to the WMSC to help with the cost of building?

A: Joan Murray: PLBC pays the water and taxes. Prior to covid PLBC paid an \$80.00 per member occupancy fee that would go towards the building. This has not been done the last two years due to Covid.

Motion to approve the Financial Report by Mary Roberts and seconded by Dave Brabrooke. Carried.

MEMBERSHIP REPORT - Charlene Purcell

The 2021 Lawn Bowling Season got off to a bit of a late start the middle of June due to Covid-19.

We welcomed 14 new members this season. As I had a few health problems and did not bowl often part of the Registration was handled by other Board Members. I also was not able to get out and greet all of our new members. In total we had 41 active members and 2 social this season.

I think everyone made the best of the situation and enjoyed the exercise, fresh air and friendship during the season. I look forward to seeing everyone on the greens for a full season next year. Thank you.

Motion to approve report by Burt Thornber and seconded by Steve Ogilvie. Carried.

LEAGUES REPORT - Laurie Fitzpatrick

I wish to firstly thank the PLBC Board and membership for all your support and encouragement this past season.

As the newest member of the board, there has certainly been a learning curve to my position

COVID's interference these past 2 seasons brought forth even more challenges and obstacles not only to our beloved game but in our personal lives as well..

It was a different year but it was a good year.

We successfully held 2 Family and friends in house tournaments.

We not only thank our sponsors, Armstrong Foodland and the Gardens of Peterborough, but I wish to thank all those involved in making these 2 events a great day for our membership.

In addition, the board wishes to thank Karen Bendall for organizing and running the Men's and Ladies Single Handicap tournament.

We appreciate all your hard work in putting this successful and enjoyed event. Karen will be joining us following our meeting to present the trophy and award for the recipients of this annual event. Refer to Karen Bendall's report in Appendix B.

We were fortunate this season to play 5 days a week, 3 of those days were devoted to 4321 and the other 2 to pairs and/or triples.

Thank you members for your attendance and commitment. It was a pleasure bowling together.

I will soon depart for SWF and have already inquired about obtaining training in leagues, tournaments, and coaching (as well as anything else bowling related). My goal is return a better bowler, a better leader, and a better informed board member for you all next season.

Pay As You Play Report

- 7 individuals took advantage of our pay as you play option for the 2021 season.
- 19 games were enjoyed by friends and family members.
- At \$15 per person per game, x19 games, a total of \$285.00 was collected and is at this time being presented to our Treasurer, Joan Murray.
- None of the 'pay as you play' individuals became members.

Lessons Report

PLBC offered lessons to 25 individuals this season. Of those who completed their 3 introductory lessons, we proudly welcomed 18 new members.

We wish to thank Karen Kavanaugh for organizing and arranging our Spring sign up week and connecting coaches to members.

In addition we thank our coaches and instructors:

Ivo Nightingale
Karen Bendall
Keith and Darlene Hockaday
Bert Thornber

In closing, on a personal note, I want to thank you all for maintaining and practicing safe and consistent covid safety protocols. It is because of your efforts that we had a successful and healthy bowling season. May you all continue to be happy and healthy and I look forward to reuniting in the spring of 2022.

Motion to approve the report by Ivo Nightingale and seconded by Steve Ogilvie.
Carried.

GREENS AND PROPERTY - Louise Church

This year the greens are in much better shape. We are fertilizing regularly plus spiking and rolling on a set schedule.

This year has been a year of breakdowns with our equipment. One of our greens mower had issues and when it was taken to be fixed we were told it was not worth the money to repair. We are now left with one mower that needs a new

reel as it cannot be sharpened again. We do have the new reel but will not be put on until the end of the season as we could not afford to send the mower off to the shop for repair and leave the greens that long without mowing. We also had the roller re-welded as it was leaking water. Finally, our lawn tractor has been having ongoing issues with the battery and a new one will be bought.

Maintenance of the greens for next season:

The greens and property will require 30 hours per week to be maintained properly. We currently have a fellow named Lloyd who we hired this year to mow the greens and cut the grass. He has done a great job and is willing to come out next year to maintain the greens and property.

Irrigation and watering:

We did not use a lot of water this year. The irrigation was not on in July and only for two weeks in August so that is a good savings for the year.

Overall, the greens are in much better shape than last year. They are rolling faster and are much healthier. Next year we will be able to lower the mowing height because of the new reel and so they should be much faster.

Questions/Comments:

- Issue raised re: last minute cancellations of games due to spraying and fertilizing of the greens. Unfortunately, the club has to work around the fertilizers as they are hard to get and can only come out at certain times.
- Players should be mindful when placing their bowls on the greens not to drop them as it damages the greens.
- It was suggested that we look into clubs that might be closing down and consider purchasing used equipment from them. **Action:** Betty will look into this.

Motion to approve the report by Anna Panton and seconded by Charlene Purcell.
Carried.

OTHER BUSINESS:

UPDATE RE: SALE OF MSAC FACILITY - BETTY WADE

- Betty reviewed PLBC's Proposal to the City. In summary, PLBC would like to donate the facility to the City on the condition that certain requirements are met. One being that the facility continue to be used for seniors activities (not exclusively). Our goal is to continue to lawn bowl on the existing site and to maintain the history of the lawn bowling club in Peterborough. Refer to Appendix A below.

- PLBC has engaged John Ewart from Ewart O'Dwyer to represent PLBC interests.

- The PLBC proposal was reviewed at the Joint Board of Management meeting comprised of PLBC and WMSC members. PLBC members requested that the proposal be approved. Bob Guppy indicated that an approval was not necessary as this was a PLBC proposal.

- The Whitlaw Mariners Seniors Club (WMSC) have their own proposal and have engaged Grant Thornton from LLF to represent their interests. They requested that PLBC include their proposal with ours. We did not feel comfortable doing so as they were requesting a cash settlement from the City in the amount of \$600,000.

- The PLBC proposal was submitted to the City on October 1st, after approval from the PLBC board and the lawyer. The City will only negotiate with PLBC because the contracts have always been between PLBC and the City. The City has the first right of refusal and have 90 days to respond to our proposal.

- Next step is for the two lawyers to get together and work with the City.

- PLBC will be arranging an appraisal of the facility. Cost to be split 60/40 respectively between PLBC and WMSC.

- PLBC members will be kept informed when we receive information from the City.

- Some of the lawn bowling members who are also Whitlaw Mariner's members wanted to know who to contact to find out more about the WMSC's proposal and when the AGM is going to be taking place. It was suggested that they contact the WMSC executives to obtain information. The MSAC website has contact information for WMSC.

- It was suggested by Amber Groeneweg that if members have any questions of a legal nature, to pose them to the board and they will be brought forward at the appropriate time.

- Amber also indicated that there are many groups out there that can bring in sources of income. The folks she works with have what is called passport dollars. Amber has offered to help us tap in to these resources.

PLBC ARCHIVES - PREPARED BY STEVE RUSSELL

My work on the club archives and library continues during the pandemic isolation.

- More material has been collected from past members like Norm and Mary Smith, Anna Paton, Karan Kavanaugh and some others. THANKS to all who have made a donation.
- This material will be catalogued, indexed and eventually digitized.
- We were successful in getting a Trent University student (Mitch Parker) to help do research this semester. A copy of his community-based research project is available on request.
- The library was not used this season nor any memorabilia hung on the walls.
- The trophies are ready to be put on glass shelves once we know our future.

PLEASE VISIT OUR HISTORY ON THE NEW WEBSITE
or more at <https://trentvalleyarchives.com> to learn more.

PLEASE CONSIDER DONATING ANY OLD ANNUALS, PHOTOS, FILES or ARTIFACTS
YOU MAY HAVE.

PLBC WEBSITE ADMINISTRATOR - SALLY RADIGAN

Our new website was launched on May 1st of this year spearheaded by Kyla Egan our Website Designer.

It was a busy time in the new year for all of us on the board organizing and gathering all the information required to meet our May launch deadline.

I have since taken on the role of Web Administrator and can certainly say that it has been a huge learning curve for me. But Kyla's excellent training and her 'How to Videos' helped me transition into this new role.

Key Objective:

- To increase our public exposure by creating a website that was informative and easy to navigate.

Key Features:

- Online membership registration
- An events calendar
- Online lesson registration
- Option to pay our membership fees by e-transfer
- A new sponsorship page which acknowledges our sponsors level of commitment to our club by categorizing them as gold, silver and bronze.

I would like to take this opportunity to acknowledge Jeff Lawrence for designing and developing our first website in 2015 and for his dedication and efforts over the years in his role Web Master and Administrator.

FACEBOOK ADMINISTRATOR - LAURIE FITZPATRICK

This season we successfully launched a new Facebook Page set up by Kyla Egan our website designer. I have taken over from Ken Nixon, a former member, as facebook administrator.

Approximately 3 or 4 times a week I post training videos, announcements, humour, tips, or anything bowling related onto our page.

We also get guest posts from the OLBA FB pages and local clubs such as Cobourg and Lindsay. It's a great way to keep connected in the bowling world.

Our posts were even recently shared down under with hundreds of hits per post. We are encouraged by the increase of our media presence.

We encourage you to visit our page. Simply type in Peterborough Lawn Bowling Club in your Fb search bar. Remember to like and share our posts for more exposure.

NOMINATIONS AND ELECTION OF OFFICE FOR THREE BOARD POSITIONS

- Tournaments Director
- Greens and Property Director
- Publicity Director

There was no one that stepped forward to take on these vacant positions. However, Amber Groeneweg from Christian Horizons did express an interest regarding the Publicity Director position and wanted to know what that position entailed. Steve Russell gave her a brief explanation and will reach out to her at a later date.

APPENDIX A

PETERBOROUGH LAWN BOWLING CLUB Proposal to the City of Peterborough

BACKGROUND

The City of Peterborough representatives met with the Peterborough Lawn Bowling Club (PLBC) and Whitlaw Mariners Seniors Club (WMSC) regarding the sale of the McDonnell Street Activity Centre (MSAC) property on August 10, 2021. PLBC presented their plans and options going forward. WMSC presented their wish for a cash pay-out. PLBC met with John Ewart on August 11, 2021, the lawyer representing PLBC interests in the donation of the land and MSAC facility to the City of Peterborough and then leasing it back from them.

WANTS

The intent of the PLBC is to:

1. Donate the land and the MSAC facility to the City of Peterborough and the parking area to be determined by a survey.
2. Continue to lawn bowl six months of the year from May to October.
3. Continue to short mat bowl six months of the year from November to April.
4. Have access to the MSAC facility, including the bar, washrooms, library/trophy, meeting rooms and kitchen for events and socialization throughout the year.
5. MSAC to remain a senior activity centre.

NEXT STEPS

PLBC'S next steps are as follows:

1. Obtain an appraisal of the property by an AACI accredited firm.
2. Obtain a survey plan showing the land severance line dividing the parking lot.
3. Negotiate the conditions for the donation to the city of Peterborough through John Ewart.

CONDITIONS

PLBC's conditions on the sale of the facility to the City of Peterborough:

1. Forgive the remaining loan of \$145,000, due June 2023.
2. PLBC to lease access to the MSAC facility for 99 years.
3. Grant funds to build a new shop/storage facility (16' x 40') on old clubhouse site.
4. Hook up city water and sewage services and Hydro One to the new shop/storage facility and meter separately from the MSAC to the PLBC, including the outdoor lights.
5. Add parking spaces on the old clubhouse site to meet PLBC requirements.
6. Add a chain linked fence to divide the perimeter of the PLBC and the city land.
7. Create a new joint board management structure and operating procedures with the City of Peterborough.
8. Include senior activity programming in the MSAC facility for example: Age Friendly Peterborough, Community Care, PROBUS and others.

Approved by the PLBC Board on September 30, 2021.

APPENDIX B

SINGLES HANDICAP TOURNAMENT REPORT - KAREN BENDALL

Good afternoon,

At the start of the season, I was asked to look after the Men's and Ladies Handicap Singles Tournament. As many of you are aware this tournament has always started the week of July 1st and went through until the end of September. Some of our members asked that I change it to a one day. This was not possible, so this year I ran it as a 2-day tournament, Tuesday, September 14 and Wednesday, September 15, with 4 games each day. My major concerns were the weather and how long each round would take. My prayers were heard and we had amazing weather both days and the tournament ran smoothly and I want to thank everyone who I harassed into signing up. From the feedback I received I believe everyone enjoyed themselves. I would like to thank Laurie Fitzpatrick our League Director and Steven Jenkins who helped setup the rinks in the morning and put everything away at the end of the day. And a special thanks to Sheila Lane for helping me the first day to help troubleshoot if necessary and to make sure participants were not on the same rink twice throughout the day.

Now to our tournament sponsors and winners of our Handicap Singles Tournament 2021. I want to start by thanking Pat Gallimore who has sponsored this tournament in honor of her husband Ralph since 1974. Pat has been involved not just in the lawn bowling but also helping with events in the clubhouse. I would assume since 2012, putting on tablecloths, setting up tableware and chair covers, helping in the kitchen and clean up. I may be off but I believe often starting at 3 or 4 in the afternoon and not getting home until after midnight or when Maureen was ready to take you home. This amazing lady is in her 90's. At our lawn bowling tournament if not playing, Pat was always there to sell 50/50 tickets and also donating her home-made jam as a fundraiser to help with the building loan. We need to clone this lady. The energy this lady has is unbelievable. Pat would go to tournaments say in Bobcaygeon, play three games and come back just in time to play Monday night pairs. This lady was in her late 80's. All fun aside I know the lawn bowling club is sad that you have made the decision to step down as sponsor. I am sure it was not an easy choice but you know when the time is right. Thank you for all the years you have dedicated to the Club and Pat I am sure you could add to my list.

I would like to start the presentation with the ladies. Our winner of the 'B' side was Mary Mininch. Mary lost to Darlene and met with her again in the championship round. Ladies,

both games were great to watch. Congratulations Mary! Now I would like to have Pat come up and award the Pat Gallimore Handicap Singles trophy in honor of her husband Ralph to this year's 2021 undefeated champion, Darlene Hockaday. Mary did give her a run and in the last end it was a toss of a coin. Congratulations to Darlene who played well over the two days. Sadly, Darlene could not be here today, so if I could have Keith come up and accept the trophy on Darlene's behalf.

Now I want to congratulate our winner of the 'B' side for the men was Keith Hockaday. Keith lost to his brother Bryan and met again in the championship round. Both played well and we enjoyed watching from the veranda over the 2-days. Congratulations Keith!

I would like to thank Bob Burrows for sponsoring this tournament in honor of his father Bill. Bob I am not sure how long you have sponsored this tournament but I am happy you were able to join us today. If I can have Bob come up and award the Men's Handicap Singles trophy in honor of his father Bill, to this year's 2021 undefeated champion, Bryan Hockaday. Congratulations Bryan! You kept focused over the two days and your win was well deserved. As all of you know Bryan is a new member this year and I know we will see more of you in the years to come. This year's tournament was definitely the Hockaday's day.

Thank you!

Karen Bendall

Event Coordinator

APPENDIX C

SPONSOR AND ADVERTISING RATES - 2021

A. Tournament Sponsor \$500

- Sole recognition for the event
- Display promotional advertising at event
- Present trophy to winning team
- Photos posted on Facebook
- Potential for social and print media coverage

B. Tournament Co Sponsor \$300

- Shared recognition for an event
- Same benefits as a full sponsor

C. Weekly Bowling Leagues \$500

- Sole recognition for weekly bowling events
- Display promotional advertising in club house
- Present trophy to winners at annual banquet
- Photos posted on Facebook

D. Fence Sign Advertiser \$300

- Size 4 ft by 3 ft -Cost of sign included in first season
- Signs placed on fence from May to October

E. Gold Online Advertiser \$150

- Large size - Link to your website

F. Silver Online Advertiser \$100

- Medium size - Link to your website

G. Bronze Online Advertiser \$75

- Small size - Link to your web site

