

May 7, 2026 PLBC Board Meeting Minutes

May 7 @ 12:30 at PLBC Clubhouse (after clubhouse opening)

Board members: Pat B, Elaine H, Lance V, Carol J, Alison B, Gary B, Louise G

Regrets: Willy B, Helen B

1. Declaration of Conflict – Carol

- No conflict declared.

2. Review and approval of April 8, 2026 Board minutes

- Lance moved acceptance. Alison seconded. Carried.

3. Finance Update

- **Review of Updated financial summary**

- Verbal update provided by Elaine. Revenue \$10,145.00, Expenses \$1,483.00. Bank balance as of May 6, 2026 \$47,600.00.
- \$44,600 working funds. \$3,000 reserve funds will be added to \$12,000 GIC next month for a total GIC value of \$15,000.
- New expenses: OLBA invoice \$5,550 just received. 137 members as of 2025 yearend; District 7 invoice for \$146.
- Sponsor of \$500 received from International Brotherhood of Boilermakers
- Louise moved acceptance, Gary seconded.

- **Review of proposed 2025-2026 operating budget**

- This budget would be considered a living document. Revised versions will include date.
- Note: New Horizons grant request was not accepted.
- Lance moved acceptance of proposed budget with modifications to grant line items. Pat seconded.

4. New Business

- **OLBA On-line Meeting - Carol**

- PLBC won the Membership Award for having 54 new members in 2025 and a new member retention rate of 74%.
- The provincial average new member retention rate is 52%. Besides the honour of the award we will also get a set of bowls! Nice work!
- New bowls ordered are Canadian red and white with a maple leaf, size 0 with a value of \$850.
- First time this award was won was in 2014 when Pat was President.

- **District 7 April 29th meeting update – Carol, Lance**

- This year is the 120th anniversary for the Elora Lawn Bowling Club.
- The District Playdown Locations and dates are as follows:
 - Guelph - Novice Aussie Pairs - July 25th and 26th
 - Elmira - Novice Singles - August 29th and 30th
 - Heritage - Mixed Pairs - August 8th and 9th.
 - Effective this year, registration fees for the Playdowns will be made to OLBA through e-transfer and not collected by the District.

- Friday jitneys – one Friday jitney will be held at each club between July 10 – August 7
 - July 10 @ 10:00 am – Elora hosting
 - July 17th @ 10:00 am – Elmira hosting
 - July 24th @ 1:00 pm – Heritage Greens hosting
 - July 31st @ 10:00 am – Preston hosting
 - August 7th @ 10:00 am – Guelph hosting
 - To make it easier for members to participate in Friday jitneys, Carol will create a sign up sheet for members to sign up to indicate if they wish to participate, if they would like to car pool, need to borrow bowls, if they need bowls brought to the jitney, if yes, size.
- Each Club reported on what Tournaments they had planned. Lance provided the April 25th registration update from Helen. Lance will prepare a combined list of all tournaments which will be posted on the bulletin board at the club house.
- The OLBA does not charge fees for youths. Both Guelph and Heritage have created a family package option in their membership allowing members to include their children and grandchildren. Carol will be pursuing information on this to find viable options for ourselves or a Youth Program that we can discuss over the off season if we want to pursue something similar or adjusted.

- **Update on New Member Information – Gary**

- Updated information went out with the newsletter. Great job Gary.

- **Property Update**

- Fan lights for porch. Suggestion for Stan to purchase 5 fan lights from Costco to see if they would work.
- New trailer would be \$2,600. Suggestion to purchase treated plywood to reinforce trailer bed as a temporary fix for this season.
- Garage door needs to be replaced and has been requested in a grant. If not approved, will need to purchase.
- Motion detector lights are in place at the front and back of the club house. Suggestion to consider cameras for security which will be discussed at next meeting. Stan will be asked to research this issue.
- Stan will look into purchasing new keys for the gate lock.
- Should look at getting additional person, Louise, to gain access to request additional Medeco keys.
- Wish list will be created to identify grant requests and other needs. This list will help focus needs going forward.

- **Bar Update - Louise**

- New Program has been implemented as of April 1, 2026 called the LCBO Wholesale Services. Prices of beverages can fluctuate, i.e. sales, etc.; however, the majority of items are similar to last year's prices.
- Discussion if craft beer (Wave Maker) should be offered this year?
 - Wave Maker shared an email from LCBO confirming that they are on the list of 'Authorized Direct Delivery Participants'.
 - Louise will follow-up with Wave Maker to see what options may be available.
 - Louise will update the Board as progress is made on this front.
- Louise will send out calendar to bar tenders to sign up for the season.
- Louise to send bartender Service Contract template to Board members for review.

- **Website Refurbishment Update and Ownership/oversight of our website** – Pat, Lance, Gary
 - Website needs to be revised during ‘down time’; therefore, deferred to the fall.
 - Chat GPT update
 - Review labelling and format protocol.
 - Should there be someone who has oversight to ensure website has a consistent look/feel?
 - Do we want to make changes? What? How? Who? When?
 - Gary has offered to explore images that are possible, fillable registration form online (with security wall), etc., and work on it in the fall.
- **Update on Google Drive** – Alison
 - Alison will go through google drive, identify what goes into records retention, set up structure, etc.
- **Open Houses and Registration Social**
 - Open House for Registration and Social – May 13th 6 – 9
 - Food – Carol will coordinate.
 - Bar – Louise
 - Registration and waiver forms
 - Tuesday League Open House – May 19th 6-9
 - Bar
 - Open House – May 28th 7-9
 - Snacks and bar
 - National Bowls – June 6th 2-4
 - Fruit tray and dessert tray, and bar
 - Invitation to dignitaries
- **Spotlight on Seniors (May 21) – Carol**
 - Volunteer sheet for event to be posted.
 - Dave Dafoe will be asked to transport short mat equipment.
- **Sponsor’s Event (May 24) update** – Carol
 - To date, only 3 have responded out of the list of 30ish sponsors.
 - RSVP date of May 15th. Suggestion to send reminder email to the sponsors.
 - Planning for event to be determined if event goes ahead.
- **Short Mat Program**
 - Suggestion to move all equipment from The Yard and store at the clubhouse. Dave Dafoe will be asked to transport the equipment to PLBC clubhouse.
 - Cheque has been deposited.
 - Suggestion the \$5,200 could be put toward the purchase of a shed.
- **Spring Call List from last fall’s Active Living 50+ Fair** – Carol and Pat
 - Pat and Carol are following up with people who indicated interest.
 - Inquiries from website to be directed to Carol.

- **Governance Report** – Alison, Carol, Elaine
 - Updated Bylaws for Board review and approval
 - Appeal Policy
 - Adoption of Reciprocation
 - Lance moved acceptance, Gary seconded. Carried.
 - Update on other pending policy and by-law updates
 - 2 more policies to be reviewed.
 - By-laws are being reviewed section by section and will be sent to the Board for review. Goal is to have all by-laws updated by 2026 AGM.
 - **Current Membership Categories**
 - **Class A Members:** Paid fees, one year membership subject to renewal, entitled to receive notice of, attend, and vote at all meetings of Members, and each Class A Member shall be entitled to one (1) vote at such meetings.
 - **Class B Members:** Paid fees for limited social membership or special limited playing rights, one year membership subject to renewal, not entitled to receive notice of, attend, or vote at meetings of the Members of the Corporation.
 - **Proposed Membership Categories**
 - **Active (or Full) Member** - an individual, eighteen (18) years of age or over in good standing as of May 1st at the Club, pay fees, entitled to vote and may hold office. May be a participant, coach, official, volunteer or administrator, enrolled with the OLBA and will have lawn bowling privileges.
 - **Limited Member** - an individual, eighteen (18) years of age or over in good standing as of May 1st at the Club, pay fees, shall not be entitled to vote and may not hold office. Enrolled with the OLBA and will have limited lawn bowling privileges as well as limited social privileges.
 - **Junior Member** – an individual under the age of eighteen (18) years of age as of May 1st and in good standing as of May 1st at the Club, pay fees, shall not be entitled to vote and may not hold office. Enrolled with the OLBA and will have lawn bowling privileges.
 - **Social Member** – an individual with a membership that excludes lawn bowling privileges. Social Members are required to pay a fee, shall be entitled to vote and may hold office. The total number of Social Members shall not exceed fifteen (15%) percent of the number of Active Members.
 - **Life Member** – a Member elected by the Board of Directors and ratified at the AGM who has provided long term, meritorious exceptional and valuable service to the Club or related organizations. Life Members are not required to pay fees, shall be entitled to vote and may hold office. Life Members will be enrolled with the OLBA and will have lawn bowling privileges.
 - **Honorary Member** – an individual who has demonstrated superior achievements that have contributed to the advancement of lawn bowling at a local, provincial, national or international level. Honorary Members are not required to pay fees, shall not be entitled to vote and may not hold office. Honorary membership is granted

and/or revoked by the Board of Directors and ratified at the AGM. Honorary Members will be enrolled with the OLBA and will have lawn bowling privileges.

- Louise moved acceptance of the proposed membership categories. Pat seconded. Carried.
- **Club Development Pillar Update – Carol**
 - 3 levels instead of pillars to prevent overlap
 - Update to be provided when levels have been confirmed.
- **Update re: BCB handbook for Laws of Lawn Bowls - Carol**
 - 10 BCB handbooks have been ordered.
- **Discussion re: Club T-shirts – customized polo shirts and logo update – Carol**
 - Design of logo to be explored
 - Suggestions to keep bowl and jack, name of club, established 1915, burgundy and grey
- **Club Coaching Update – Carol**
 - Carol, Stan and Helen plan to attend coaching training on May 31st.
- **Reach to other groups of interest in the neighbourhood update – Willy**
 - Adults in Motion (AIM) and Preston High School special education group
 - Joint session to be held for 30 people on June 11th for 1 hour 12:30 – 1:30
 - Volunteer sign up sheet to be posted
- **Willy received certification and is now a licensed landscape pesticide applicator**
 - Reimbursement to be provided to Willy for the course fee upon successful course completion.
- **Sustaining the Greens**
 - Grant to be applied for up to \$500
 - May look at a cabinet for sprays, etc.
 - Carol will work with Willy and Dave.
- **Bowls Buddies – Pat**
 - Carol will contact prospective Buddies.
 - Number of Buddies to be determined.
 - Coaching for Bowls Buddies
 - Suggestion next year we could set up an orientation for new bowlers “Learn to Bowl”
 - Pat created a document to be followed by “Bowls Buddies”.
 - Pat is to be recognized as ‘Head Coach’ for PLBC.
 - Pat will create a list of duties for Bowls Buddies.
 - Pat will meet with Bowls Buddies on May 20th 5:45 to 6:45.
- **Duties for opening and closing clubhouse - Carol**
 - Walkthrough of opening and closing duties completed with Board members

- **Updates**
 - Safe has been installed.
 - Public Health inspection to be scheduled.
 - OLBA has up to \$500 for marketing. Suggestions as follows:
 - Posted sign for public view
 - Ask Communication Director to draft poster
 - Put on Facebook
 - Print posters to post at senior's centres, rec centres,
 - Logo creation
 - Printing of brochures
 - District Playdowns
 - Carol will create list for posting at the clubhouse.
- **Next meeting** – June 1, 2026 at the PLBC clubhouse, 5:00 pm

- **Action List**

Action	Date for Completion	Person Responsible
Strategic Plan - Mission, Vision, Values - Long-term Budget - Emergency Fund – annual increase, amount??		Carol
Future of Short Mat Program Discussion - Location, fee	September	Pat
Electronic Filing of Forms e.g. membership forms	September	Louise
League play - intention to play next season - Add registration dates to website for next season	September	
Tournament dates for next season in 2027 - Add to website	September	
Updates for AGM - Membership fees - By-law changes	September	Carol
Website review	September	Pat
Review and decide if need to apply for Student Summer Program	October	
Involvement of Youth i.e. bring your children, grandchildren, etc. day	Deferred to next year	