

Grant for Assistance Joint Application



Cariboo
Regional
District
File No.1850.20.South

SEP 5 2018

Organization Information Sheet

Referred ToDCO

Name of Organization:
West Coast Blind Curling Association (WCBCA)
Mailing Address:
PO Box 1523, 100 Mile House, BC V0K 2E0
Telephone (office): 250-395-2452
Purpose of Organization (From Constitution or Incorporation Documents):
Please attached #1
How long has the organization operated in the community?
9 Years
BC Society Registration Number:
S3062
Federal Charitable Registration Number: (if applicable)
N/A
Chairperson's name:
Fraser Hiltz
Telephone: [REDACTED]
Treasurer or Financial Officer's name:
Jim Vinson
Telephone: [REDACTED]

Date of last Annual General Meeting (Attach minutes and current list of Directors):
January 12, 2018 Minutes and list of directors are attachments #2 and 3

Attach the last financial statement prepared and signed by the appropriate person (i.e., CA, CGA, CMA, comptroller, bookkeeper, financial officer, treasurer, etc.).

Previous Year Grant from CRD and District (if applicable) \$ N/A

NOTE: A Final Report for previous year's grant MUST be included with this submission.

Current Grant Amount Requested \$ 1,000.00

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Please answer the following questions, using additional paper if necessary.

1. What plans has your organization made to fund its activities over the next 3-5 years?

There are no long term financial plans for funding the association's activities other than on-going efforts put towards internal fundraising by team members in their local communities which assist the entire association. The long-term goal of the WCBCA is to increase the number of teams allowing the association to expand overall fundraising efforts which will strengthen the WCBCA both financially and competitively.

2. If your organization charges user fees/memberships/admission, attach your current fee structure:

A simple annual membership fee of \$10 is collected from every member on an annual basis.

3. What are your organization's specific goals and objectives for this year? How do they differ from previous years?

The organization's specific goals and objectives are to continue the promotion of blind curling in the South Cariboo and throughout British Columbia while coordinating and administering fundraising to support and execute curling events for the blind and visually impaired.

4. Who does your organization serve? (% of clients from District, % of clients from South Cariboo)

Unfortunately the actual percentage of persons served is unknown at this time, but overall it is a small percentage of persons served in the District of 100 Mile House and South Cariboo. Despite this point, the 100 Mile House Blind Curling Team indirectly serves the entire Cariboo through their curling journey over the past nine years. Although the WCBCA targets blind participants, awareness of abilities in spite of disabilities is a strong message being shared with all residents of the Cariboo.

5. Does your organization receive a rental subsidy from the CRD and/or District? If so, how much? No

6. Does your organization receive any benefit from permissive tax exemption, and if so, how much? (information available from District Tax Department)

No

7. Does your organization use CRD or District owned facilities? If so, which ones?

Curling Rink

8. How will you indicate that the CRD and District are contributing to your organization?

Through advertising

Grant for Assistance Application



Project Summary Sheet

Please answer the following questions, using additional paper if necessary.

1. Brief Description of Proposed Use of Grant Being Applied For:

To offset the overall event expenses arising from the general yearly budget; any additional expenses that the host team must cover such as meals and extras. The main proposed use of the grant is to cover additional equipment costs which includes head protection for all participants. The host team have been trailblazers in promoting proper head protection while on the ice. Again a message not only for the blind, but sighted as well avoiding concussions.

2. How do you know there is a need for this service/project in our community?

There are still many residents in the community that do not understand the high importance of the safety needed and brought about by wearing head protection. The blind curling provincials is a platform to demonstrate and share this message; the snowball starts small and grows just as the trend and conversations about sports related concussions is doing on a national basis.

3. Is your agency applying for funds from other levels of government or other sources for this project?
Yes, in part.

4. Would you still be able to complete the project if you do not receive the other funds applied for?

Only in part; event would have to be modified.

5. Please describe the impact of this application being denied or approval of an amount less than requested.

The impact of this application being denied or approved only in part will create a negative overall outcome of the event. The host team will be forced to adjust accordingly and will not be able to fulfill their entire host responsibilities nor generate the very much needed awareness being sought after in conjunction with the physical aspect of the event.

6. Start date of the project: January 10, 2019

End date for the project: January 13, 2019

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7. Please describe the key activities that will take place to complete the project and any associated timelines.


The key activities that are underway to complete the project are meal planning, and ordering equipment in advance to allow for delivery in time for the event. It is preferred to have these key activities taken care of by no later than November 15, 2018.

8. Please provide a detailed financial budget for the project.

9. Please explain how you will measure and evaluate the impact of this project on the community? How will you determine if it was successful?

~~The local host team and the WCBCA will measure and evaluate the impact of this project based on feedback~~ through participants, spectators, media and the overall outcome. The success of these events is often determined through the education and awareness the sport brings as well as the exposure that often brings forward future participants. Being able to share the knowledge of life after vision loss is a success in itself.

THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



President/Chairperson

District of 100 Mile House Grant for Assistance WCBCA
Application attachment #1

The purpose of the West Coast Blind Curling Association are:

- a) To promote the sport of curling in the province of British Columbia for the blind and visually impaired.
- b) To act as a coordinating body for the blind curling activities in the Province of British Columbia.
- c) To act as a coordinating body for fund raising and to administer these funds for provincial curling events; and
- d) To establish and maintain an atmosphere of good sportsmanship in the curling game.

End of document.



WEST COAST BLIND CURLING ASSOCIATION



Box 1523 100 Mile House, BC V0K 2E0

Telephone: 250 395-2452 email: jvinson@live.ca

WCBCA DIRECTORS 2018 - 2019

PRESIDENT: Fraser Hiltz

1st VICE-PRESIDENT: Bill Mah

2nd VICE-PRESIDENT: Wendel Schwab

3rd VICE-PRESIDENT: rob Camozzi

TREASURER: Jim Vinson

SECRETARY: Terry Pipkey

**WEST COAST BLIND CURLING ASSOCIATION
FINANCIAL STATEMENTS
FOR THE PERIOD AUGUST 1, 2016 TO JULY 31, 2017**

RECEIPTS & DISBURSEMENTS

<u>RECEIPTS</u>		<u>DISBURSEMENTS</u>	
Entry fees	5,000.00	Bon spiel registration	6,000.00
Club assesemnts	3,000.00	Transportation	2,789.86
Club dues	470.00	Accommodations	2,658.95
		Rink fees	1,595.00
		Per diem	1,250.00
		Catering	1,006.67
		Administration & miscellaneous	353.90
		Awards	300.00
		Membership dues	235.00
		Honariums	200.00
		Bank & interest charges	90.00
	<u>8,470.00</u>		<u>16,479.38</u>
Receipts	8,470.00		
Less: Disbursements	16,479.38		
Balance to surplus (deficit)	<u>(8,009.38)</u>		

BALANCE SHEET AS AT JULY 31, 2017

<u>ASSETS</u>		<u>LIABILITIES</u>	
Cash (Royal Bank) - 100-071-0	229.10	Nil	
Cash (Royal Bank) - 100-125-4	10.42		
		<u>CAPITAL</u>	
		Balance, at 7/31/16	8,248.90
		Less: Deficit	<u>(8,009.38)</u>
	<u>239.52</u>		<u>239.52</u>

We have examined the books & records of the West Coast Blind Curling Assc. for the period ended July 31, 2017, and have found them to be conforming to generally accepted accounting principles.

Lori Fry - President

James N. Vinson - Treasurer

Chris Apps - Accountant

[Signatures]

Axel Zücher Financial Services Ltd.
5616 Victoria Drive, Vancouver, BC V5P 3W4

September 12, 2017

WEST COAST BLIND CURLING ASSOC.

258 N Birch Ave Box 1523
100 Mile House BC
V0K 2E0
email jvinson@live.ca
Phone 250 395-2452

Proposed Operating Budget (Based on 4 Provincial Clubs) August 1st/2018 < July 31st/2019

	General Funds	Gaming Funds	Total
Revenues:			
Gaming (net)		\$ 9000.00	9000.00
Registration Fees	\$ 3000.00		3000.00
Membership Fees	480.00	-	480.00
Donations	000.00	-	000.00
Entry fee nationals	5000.00		5000.00
Sub Total	\$ 8480.00	\$9000.00	\$17480.00
"In-Kind" Income :			
Labour	\$14,000.00		
Total	\$22,480.00		
Expenses:			
Prog#1 Administration	\$ 200.00	\$ 200.00	\$ 400.00
Western Dues	240.00	-	240.00
Miscellaneous	125.00	225.00	350.00
Honorariums	125.00	225.00	350.00
Ice rental	000.00	2500.00	2500.00
Coaches clinics etc.	-	00.00	00.00
Equipment	0.00	00.00	0.00
Awards	000.00	400.00	400.00
Perdiems		750.00	750.00
Transportation	-	2000.00	2000.00
Accommodation	750.00	2700.00	3450.00
Meals at provincials	1000.00		1000.00
W.B.C.A. Finals Reg	1000.00	-	1000.00
Entry fee Nationals	5000.00	0000.00	5000.00
BC Team Jackets Nationals		0000.00	0000.00
Sub Total	\$ 8440.00	\$ 9,000.00	\$ 17,440.00
"In-Kind" Expenses :			
Labour	\$ 14000.00		
Total	\$20,750.00		
Revenues/Expenses	\$ 00.00	\$ 0.00	\$ 0 0.00
Fund balance year beginning	\$ 0	\$ -	
Fund balance end of year	\$ 0	\$ -	\$ 40.00

Note: Additional expenses for this event, all meals and equipment are not part of this general operating budget. These expenses are the responsibility of the host club the 100 Mile House & District White Cane Club Blind Curlers.



WEST COAST BLIND CURLING ASSOCIATION



Annual General Meeting

January 12, 2018

Vancouver Curling Club

Hillcrest Recreation Centre, 4575 Clancy Lloranger Way

Vancouver, BC V5Y 2M4

DRAFT MEETING MINUTES

1. CALL TO ORDER - 5:03pm

- Lori announced that the meeting will be audio recorded for the accuracy of minutes; no objections were expressed.
- ROLL CALL & SELF INTRODUCTIONS - Sign-in Sheet attached.

Caroline Markel	Terry Pipkey
Russel Gervais	Wendel Schwab
Eric Rosen	Dan Martell
Maggie Livingstone	Iris Thompson
Robin Crocker	Jim Vinson
Carol Kent	Marilyn Vinson
Kent Stewart	Donna Lowen
Rob Camozzi	Fraser Hiltz
Jim Hall	Monica Melson

Henry Vis	Gordon Tonn
Frank Costello	Leona Gervais
Eugene Amberg	Rick Jones
Lori Fry	

- **PRESIDENT'S WELCOME** - Lori welcomed all attendees to the AGM and bonspiel with emphasis on thanks to the host club Vancouver.
- **MINUTE OF SILENCE** - For passed colleagues during 2017

2. ADOPTION OF AGENDA

- Moved by Terry Pipkey; 2nd BY Eric Rosen; Carried.

3. ADOPTION OF 2017 ANNUAL GENERAL MEETING MINUTES - as circulated

Moved by Henry Vis; 2nd BY Robin Crocker; carried.

4. BUSINESS ARISING FROM MINUTES

- **2018 WCBBCA Provincial Play downs-** the event ran smoothly and all had a good time.
- **2018 Canadian Visually Impaired Curling Championships (CVICC)** - Although Kelowna earned the privilege to attend as Team Canada as well as to send a second team to represent BC,, they had to pass the second opportunity onto Prince George Who have accepted and will attend next month in Ottawa.

5. PRESIDENT'S REPORT - Written report read by Carol Kent; copy attached

The main focus for the past year was the task of updating the association bylaws in accordance with Schedule B of the BC Society Act and completing the transition process. This has been done and will be discussed in more detail later on the agenda.

The president outlined observations and suggestions regarding the future growth of the WCBCA including consideration to other sources of funding that don't restrict future development as which appears to be the case with changes to the Gaming policies.

Eric Rosen questioned why we were not receiving more funding from Gaming and that rather than sit back and accept this, should we not be contacting local MLA's. Marilyn Vinson suggested someone take this on if there is a need while Jim Hall reminded members that this was discussed in the past; some clubs did so and some did not. Marilyn further suggested that a committee be established to focus on further discussions regarding the approach to the Gaming Branch; perhaps this is an executive committee matter. Further explanation re gaming to be included in the Treasurer Report. Robin Crocker queried how is the gaming involved and Lori explained that through the grant application process the Gaming Branch are the ones that provide the funding for the WCBCA and even though there are many guidelines and restrictions, members should be thankful for the amount we do receive. Consideration to alternative fundraising methods are recommended for the future; should the WCBCA look at the association as a whole pursuing alternative funding or should the additional

fundraising be the responsibility of each club; perhaps increase the club assessment fees which would put more dollars in the association coffers. Although no detailed discussions took place or decisions were made, Wendel Schwab agreed with the suggestion that clubs raise the assessment fees. It was noted that if we show gaming we are raising additional funds, it may assist Gaming to approve additional funding.

In closing, the president reminded members of the busy year ahead of us with the 2019 western championships being hosted by British Columbia.

Lori moved to have her report accepted as presented; 2nd by Wendel Schwab; Carried.

6. TREASURER'S REPORT

Jim Vinson referenced the 2016-17 audited Financial Statement circulated to members on December 2, 2017; No questions. ; copy attached.

The 2017 Gaming grant was approved in the amount of \$9,000 which is \$1000 more than last year.

New guidelines eliminate the former travel day per diems , however, eligible travel day expenses can be submitted with receipts . Jim established a new Travel Day Expense Form to be completed by Clubs and sent via email to the Treasurer along with receipts via regular mail.

It is vital that clubs keep track and submit volunteer hours to the Treasurer no matter how minimal the time; up to 12 hours a day while at bonspiels even Ottawa.

Jim reviewed the established procedure for teams to submit their CVICC entry fees through the WCBCA; The club going to Ottawa will submit cheque to treasurer and treasurer will submit payment to CCB national and with the team rosters for Ottawa he is able to submit an additional out-of-province application to Gaming requesting permission to use a portion of the unused transportation amounts in the corresponding year budget.

A WCBCA-Financial policy manual-statement guidelines has been created to replace Bylaw 63.15 to be discussed further on the agenda.

Reminder that the host club must submit the following year playdowns budget to treasurer by mid-March of the current calendar year.

The Treasurer position plays a vital role in the association and is governed by rigid Gaming guidelines. Jim expressed his intent to resign from this position in 2019 and encouraged future consideration by someone for this position; he is willing to train in advance and assist with the Gaming grant application during the transition to a new treasurer.

In regards to accommodations for the host club, it is recommended that a definitive policy be established in this regard; i.e. should host club members stay at the

hotel or not? There could be rationale for and against this depending on how far members must travel to and from the event location.

Further discussion ensued regarding broom bag costs which are currently \$25 if travelling by airlines. Jim advised that this expense can be claimed as part of the travel day expenses, but all costs exceeding the \$25 per member per travel day will not be covered. It may be a sign of the times that alternative arrangements for funding must be made and should be further discussed amongst the WBCA executive.

Frank Costello mentioned that the Kelowna club provides individual per diems to team members leaving the cost to transport the broom bag for submission to WBCA for travel day expense reimbursement. Lori added that 100 Mile House does the same.

Jim moved to have his report accepted as presented; 2nd Eric Rosen; Carried.

Before moving on, Lori apologized for not bringing up this next point at the beginning of the meeting, but as a result of the bylaws review it was discovered that the eligible voting clause has not been followed properly for the past few years. The current bylaws reflect that full clubs are entitled to two voting members and associate clubs entitled to only one vote. Over the past few years, all members in attendance at the AGM have been voting and the current proposed bylaw change indicates that the eligible voters will be the five members on each competing team at the Provincial Playdowns. Although

there has been no opposition on the way it has been done to date, Lori confirmed what was the will of the members for today's meeting; the current or proposed bylaw and it was decided to proceed with the full five members from each competing team would be eligible to vote.

7. STATUS OF SOCIETY REPORT

It was noted that it is a requirement of the WCBBCA to report on the status of the society each year. The report must be filed once a year with a FILING fee to the BC Registrar, and currently, the association is up-to-date and in good standing.

8. CORRESPONDENCE - No correspondence

9. NEW BUSINESS

- Resolutions – none were received by clubs
- BC Society Act Transition - as approved at last year's AGM, the \$40 was submitted to purchase the BC Society Transition package from which the association bylaws were updated in accordance with Schedule B of the BC Society Act and circulated to clubs on December 2, 2017. All BC Societies were given a 3 year window to complete this process and it is by law that compliance is necessary in order to remain in good standing.
- Approval of Revised Bylaws - Highlighted changes include the following:

CONSTITUTION

numbers 3 to 5 points in the prior WCBCA Constitution had to be incorporated into the Bylaws so these points from the Constitution are now clauses 47 1 to 3 and remain unalterable as per the Society Act regulation

47 (1 In the event of the disoolution of the Association, funds and assets of the Association, after the satisfaction of its debts and liabilities , shall be given or transferred to such organizations with similar purposes in British Columbia as may be determined by the members of the Association at the time of the dissolution.

(2) No director or officer shall be remunerated for being or acting as a director or officer, but after a majority approval of the directors,a director or officer will be reimbursed for all expenses incurred on the approved item.

(3) Articles 47(1), (2) and (3) of these bylaws are unalterable in accordance with the Society Act

NEW CLAUSE

63.4a NEW CLAUSE HAS BEEN ADDED PERTAINING TO PAYMENT OF THE CVICC

63.4a The entry fee for the Canadian Council of the Blind (CCB) National Canadian Visually Impaired curling championships (CVICC) will be sent to the Treasurer of the WCBCA within sufficient time for the Treasurer to then forward the payment on to CCB National.

As a result of feedback from the Vancouver club, the following changes have been made to the most recent draft bylaws and the copy attached to these minutes include these changes.

ADDITION TO CLAUSE

63.14 The BC Playdowns will consist of a round robin of one (1) team only from each club or associate club. If there is an uneven number of competing teams the host club may enter an additional team to make a full draw with no byes subject to available funding.

63.15(B) TO BE DELETED FROM BYLAWS AND INCORPORATED INTO A FINANCIAL POLICY – copy attached.

63.15 (b) The WBCBA will pay the transportation for up to a five member team as defined in 15(a-d) to participate in the BC Playdowns. The cost of the most economical route of transportation will be reimbursed.

63.15 c BECOMES THE NEW 63.15 b WITH AN ADDITION RE VOTING

63.15 (b) The Association will be responsible for the costs of the President and Treasurer to attend the AGM and Provincial Playdowns when they are not part of a participating team, but will not have a vote except for the president in the case of a tie.

**Motion to accept the WBCBA Bylaws as amended;
Moved by Dan Martell; 2nd by Donna Lowen; Carried.
with comment from Terry Pipkey about accepting the
bylaws in order to file before the deadline, but
recommends a future review and changes as needed.**

- **2019 WBCA Provincial Play downs to be held in 100 Mile house. Lori asked if there was a preference to week days versus weekends and DonnaLowen stated whatever works best for the host club. Tentative dates January 10th to 13th; all in agreement.**
- **2019 WBCA Championships – Lori advised that Corry Stuive assisted in researching the possibility of hosting in Victoria versus Kamloops and it was decided that Kamloops was the better choice if all agreed; all in agreement.**
- **The Thompson Hotel is not available but a sister hotel. Within the same block is being considered. Hosting is subject to funding, Terry suggests contact be made with the Lions Clubs in Kamloops. Lori is willing to led, but would like assistance with the planning and would appreciate discussions take place before anyone approaches potential funders. Wendel Schwab suggested contacting other organizations for assistance.**

10. ELECTIONS

- **President Lori said she is not seeking re-elections and with the approval of members present Lori is running the elections; declared all positions vacant.**
- **PRESIDENT: Robin Crocker nominated Fraser Hiltz and after the 3rd call for nominations, hearing none Fraser Hiltz is President by acclamation.**
- **1st VICE-PRESIDENT: Although not in attendance, Bill Mah has said he will let his name stand for this position.**

and after the 3rd call for nominations, hearing none, Bill Mah is 1st VP by acclamation.

- 2nd VICE-PRESIDENT: Robin Crocker nominated Jim Hall (declined) Terry Pipkey nominated Wendel Schwab and after the 3rd call for nominations, hearing none, Wende Schwab is 2nd VP by acclamation.
- 3rd VICE-PRESIDENT: (optional) Eric Rosen nominated Jim Hall (declined). Eric Rosen nominated Rob Camozzi, and after the 3rd call for nominations, hearing none, Rob Camozzi is 3rd VP by acclamation.
- TREASURER: Jim Vinson will let his name stand and after the 3rd call for nominations, hearing none, Jim Vinson is Treasurer. Jim insists this is his last year in this position.
- SECRETARY: Robin Crocker nominated Carol Kent (declined). Marilyn Vinson nominated Donna Lowen (declined). Eric nominated Caroline Markel (declined). Wendel Schwab nominated Terry Pipkey and after the 3rd call for nominations, hearing none, Terry Pipkey is secretary by acclamation.

SIGNING AUTHORITY

- It was decided to leave the current 3 signing officers, Jim Vinson, Lori Fry and Terry Pipkey on file and add Fraser Hiltz.

11. Adjournment Eric Rosen moved to adjourn Carried.

AWARDS PRESENTATION

1st Place Kelowna

2nd Place Vancouver

3rd Place 100 Mile House

4th Place Prince George

Spirit of the Cariboo Award - 100 Mile House

Kelowna chose CBICC 2019

Vancouver & 100 Mile House to 2018 WBCA Championships, but 100 Mile passed on opportunity to Prince George as they did in 2016.

Attachments

WBCA 2018 AGM Sign-in Sheet

WBCA 2018 AGM President's Report

WBCA 2016-17 Audited financial Statements'

**WBCA Financial Policy Manual Statement Guidelines
replacing Bylaw 63.15 - Approved**

WBCA Amended Constitution - Approved

WBCA Amended Bylaws - Approved

WBCA 2017 AGM Minutes Approved

WBCA Travel Day Expense Sheet for Provincial Playdowns