

British Columbia Lawn Bowling Association

Inventory

Prepared by

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December 7, 1992

**Carrie Eirene Stevenson
1998**

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Introduction

The records of the British Columbia Lawn Bowling Association cover the years 1925 to 1992, but most of the material was accumulated during the years from 1977 to 1991. The fonds consists of 3.5m of textual records of the administrative functions and competitive activities of the association. The records were donated to the University of British Columbia Library, Special Collections and University Archives Division in 1990, by Professor Jean Elder. According to Professor Elder, further accruals can be expected.

Administrative History

The British Columbia Lawn Bowling Association was established on October 27, 1990, by the passage of a motion for amalgamation at a joint meeting of the British Columbia Lawn Bowling Association, incorporated in 1969, and the British Columbia Ladies Lawn Bowling Association. Also referred to in a few of the records of the fonds as the British Columbia Ladies Lawn Bowling Club Association, the British Columbia Ladies Lawn Bowling Association was formed c. 1966, and in 1979, merged with the Dogwood ladies Lawn Bowling Association, incorporated in 1974. the amalgamation authorized the transfer of all assets, books, property and the records of the British Columbia Lawn Bowling Association and the British Columbia Ladies Lawn Bowling Association to the new British Columbia Lawn Bowling Association. The association's main activities centre on the promotion, financial support of, and participation in bowling competitions at the provincial and national level. In these capacities, it is affiliated with several local lawn bowling associations in British Columbia, and with the Canadian Lawn Bowling Association, the Canadian Lawn Bowling Council, the Canadian Ladies Bowling Council, the Lawn Bowls Canada.

A chart of the organizational structure of the association, showing the relationship of the British Columbia Lawn Bowling Association to its predecessor organizations, is provided in an Appendix.

Scope and Content of the Records

The fonds of the British Columbia Lawn Bowling Association consists of the integrated records of the British Columbia Lawn Bowling Association, the British Columbia Lawn Bowling Association, and the Dogwood Lawn Bowling Association. The records have not been organized or maintained in any apparent arrangement by the creator. The records have therefore been arranged, by the authors of this inventory, by grouping the files into series which follow the identified forms of administrative activity of the predecessor associations. The nine series consist of correspondence, minutes of meetings, financial records, constitutions and by-laws, reports, lists, memoranda, publications, and miscellanea. The greatest concentrations of records are found in the correspondence series which spans the years 1977 to 1991, the minutes which cover the years 1925 to 1991, and financial records from 1966 to 1990. A file list is provided in order to access the records in each series.

Description of the Series

1. Correspondence.--1977-1991.

The series consists of letters received and sent by the British Columbia Lawn Bowling Association (1980, 1983 to 1987, 1989 to 1991), and the British Columbia Ladies Lawn Bowling Association (1977-1980, 1984-1987, 1989-1990), Dogwood Ladies Lawn Bowling Association 1978-1990). The series includes correspondence with affiliated lawn bowling clubs in British Columbia, the Canadian Lawn Bowling Council, the Canadian Ladies Bowling Council, Lawn Bowls Canada, federal and provincial ministers, and Sports B.C., relating to club activities including the B.C. Senior Games, the Commonwealth Games, nominations, the B.C. Hall of Fame, and lottery and casino fund raisers.

The title is based on the content of the series.

2. Minutes of Meetings.--1925-1991.

The series consists of minutes of the meetings of the boards of directors, executive boards, and the table officers; from annual, semi-annual and special general meetings; of championship committee meetings of the British Columbia Lawn Bowling Association (1980, 1982-1991), the British Columbia Ladies Lawn Bowling Association (1942-1974, 1977, 1979-1991), and for the amalgamation of their two organizations; and of the Dogwood Ladies Lawn Bowling Association (1977-1979) Ladies Lawn Bowling Association of British Columbia (1925-1974).

The title is based on the contents of the series.

3. Financial Records.-- 1966-1990.

The series consists of financial statements, statements of income and expenses, receipt books, balance sheets, cash registers, and expense vouchers relating to the operations, competitions, and fund raising activities of the British Columbia Lawn Bowling Association (1969-1970), 1976-1991); the British Columbia Ladies Lawn Bowling Club Association/ British Columbia Ladies Lawn Bowling Association (1966-1968, 1969-1974, 1976-1985); and the Dogwood Ladies Lawn Bowling Association (1977-1979).

The title is based on the contents of the series.

4. Constitution and By-Laws.--1969-1990.

The series consists of the constitutions of the British Columbia Lawn Bowling Association (1969, 1978, 1988), the British Columbia Ladies Lawn Bowling Association (1979), the 1988 draft version and 1989-1990 constitutions of the amalgamated British Columbia Lawn Bowling Association; the by-laws of the British Columbia Lawn Bowling Association (1969, 1984, 1986, 1988); and certificates of incorporation of the British Columbia Lawn Bowling Association (1969) and the Dogwood Lawn Bowling Association (1974).

The title is based on the contents of the series.

5. Reports.--1981-1992.

The series consists of an annual report, auditor's, president's and treasurer's reports, Team B.C. reports, and a report of the activities of the British Columbia Lawn Bowling Association (1979-1991); auditor's and director's reports of the British Columbia Ladies Lawn Bowling Association (1981-1983, 1988); reports of the proceedings for the amalgamation of these two associations (1989-1991); and annual reports submitted to the provincial Registrar of Companies from the British Columbia Ladies Lawn Bowling Association (1976-1983) and the Dogwood Ladies Lawn Bowling Association (1975-1978).

The title is based on the contents of the series.

6. Lists.--1971-1992.

The series consists of lists of the executive, officers and directors, nominations of officials, executive of affiliated clubs, and members of the National Bowls Team and Team B.C. of the British Columbia Lawn Bowling Association (1978, 1983-1989); of the executive and members of the British Columbia Ladies Lawn Bowling Association (1983, 1985-1987, 1989); of the executive and affiliated clubs of the Dogwood Ladies Lawn Bowling Association (1979); of affiliated club memberships (1988-1989); and of provincial and national bowling umpires (1982, 1989).

The title is based on the content of the series.

7. Memoranda.--1988-1990.

The series consists of memoranda to and from the British Columbia Lawn Bowling Association, Lawn Bowls Canada, and Sports B.C.

The title is based on the contents of the series.

8. Publications.--1985-1988.

The series consists of 1986 to 1991 issues of the British Columbia Lawn Bowling Association's "Bowling News" and 1987 to 1988 editions of its newsletter, "Executive News".

The title is based on the contents of the series.

9. Miscellanea.--1981-1992.

The series consists of the program and business plans, attendance records, lists of items for display, and applications for provincial grants of the British Columbia Lawn Bowling Association; the seal and stamp of the British Columbia Ladies Lawn Bowling Association; a directory of Lawn Bowls Canada; press clippings; and printed material relating to the B.C. Hall of Fame.

The title is based on the contents of the series.

File list

CORRESPONDENCE

BOX 1

- 1/1 Correspondence - BCLBA incoming from other bowling clubs 1989-1990.
- 1/2 Correspondence - outgoing BCLBA 1989-1990.
- 1/3 Correspondence - Dogwood Ladies Lawn Bowling Association 1978.
- 1/4 Correspondence - Dogwood Ladies Lawn Bowling Association 1980.
- 1/5 Correspondence mainly to L. Ashenhurst of BCLBA 1981-1986.
- 1/6 Correspondence BCLBA 1981-1991.
- 1/7 Correspondence - Dogwood Ladies Lawn Bowling Association 1975-1977.
- 1/8 Correspondence - British Columbia Ladies Lawn Bowling Association (BCLLBA) 1977-1979.
- 1/9 Correspondence - BCLLBA 1979-1981.

Box 2

- 2/1 Correspondence - BCLLBA 1984-1987.
- 2/2 Correspondence - Canadian Lawn Bowling Club (CLBC) 1984-1988.
- 2/3 Correspondence - BCLBA regarding 1986 Canadian Championships 1984-1985.
- 2/4 Correspondence - interior clubs 1987.
- 2/5 Correspondence - miscellaneous 1986-1987.
- 2/6 Correspondence relating to Tourism, Recreation and Culture B.C. 1987.
- 2/7 Correspondence - BCLBA 1980-1986.
- 2/8 Correspondence and Communications BCLBA 1983-1987.

Box 3

- 3/1 Correspondence - Dogwood Ladies Lawn Bowling Association 1978-1979.
- 3/2 Correspondence - Incoming from other lawn bowling clubs 1989.
- 3/3 Correspondence - Between BCLBA and BCLLBA 1989-1990.
- 3/4 Correspondence - BCLBA club correspondence 1988-1989.
- 3/5 Correspondence - BCLBA, BCLLBA and Canadian Ladies Lawn Bowling Club (CLLBC) 1989.
- 3/6 Correspondence - BCLBA handicapped bowlers 1984-1986.
- 3/7 Correspondence - BCLBA with interior lawn bowling clubs 1986-1987.
- 3/8 Correspondence - BCLLBA 1981-1984.
- 3/9 Correspondence - BCLLBA 1985-1989.

MINUTES

Box 4

- 4/1 Minutes of BCLBA Annual General and First Board of Directors meetings 1985-1987.
- 4/2 Minutes of BCLBA Directors meetings 1989.
- 4/3 Minutes of BCLBA Annual General and Executive meetings 1988.
- 4/4 Minutes of Championship committee 1985-1986.
- 4/5 Minutes of Semi-Annual meetings 1974-1977.
- 4/6 Minutes of BCLLBA Executive meetings 1978-1986.
- 4/7 Minutes of BCLLBA Executive meetings 1986-1988.

Box 5

- 5/1 Minutes of BCLBA Board of Directors meetings 1982-1984.
- 5/2 Minutes of BCLLBA Executive meetings 1982-1984.
- 5/3 Minutes of B.C. Officiating and Committee 1984.
- 5/4 Minutes of BCLBA Board of Directors 1981-1987.
- 5/5 Minutes of BCLBA and BCLLBA Annual Executive meetings 1986-1987.
- 5/6 Minutes of BCLBA Board of Management meetings 1990-1991.
- 5/7 Minutes of BCLLBA Annual General meetings 1989.
- 5/8 Minutes of BCLBA Board of Management meetings 1990-1991.
- 5/9 Minutes of Dogwood Ladies Lawn Bowling Association 1977-1978.
- 5/10 Minutes of BCLBA Board of Management 1991.

Box 6

- 6/1 Minutes of BCLBA Executive and Annual General meetings 1988-1989.
- 6/2 Minutes of BCLBA Semi-Annual meetings 1989.
- 6/3 Minutes of BCLBA Executive meetings 1989-1990.
- 6/4 Minutes of BCLBA Annual meetings and Lawn Bowls Canada (LBC) meetings 1990.
- 6/5 Minutes of LBC Executive meetings 1989.
- 6/6 Minutes of LBC Executive meetings 1989.
- 6/7 Minutes of BCLLBA meetings 1986-1988.

Box 7

- 7/1 Minutes of BCLBA Annual and Semi-Annual meetings 1984-1987.
- 7/2 Minutes of BCLBA Executive meetings 1984-1988.
- 7/3 Minutes of BCLBA and BCLLBA Semi-Annual meetings 1988-1990.
- 7/4 Minutes of CLBC Annual General meetings 1985-1986.
- 7/5 Minutes of BCLLBA Annual and Semi-Annual meetings 1985-1987.
- 7/6 Minutes of BCLBA Annual and Executive meetings 1989.
- 7/7 Minutes of BCLLBA Executive and Semi-Annual meetings 1989-1990.
- 7/8 Minutes of Coaching Committees 1982-1984.
- 7/9 Minutes of BCLLBA Annual General meetings 1988.

Box 8

- 8/1 Minutes of Ladies Lawn Bowling Association of B.C. (LLBA) 1924-1935.
- 8/2 Minutes of LLBA of B.C. 1936-1942.
- 8/3 Minutes of LLBA of B.C. 1942-1952.
- 8/4 Minutes of LLBA of B.C. 1953-1964.
- 8/5 Minutes of LLBA of B.C. 1964-1973.
- 8/6 Minutes of BCLLBA Annual General meetings 1988-1989.
- 8/7 Minutes of BCLBA Executive meetings 1989.

FINANCIAL RECORDS**Box 9**

- 9/1 Receipts books of BCLLBA 1981-1986.
- 9/2 Memberships 1982.
- 9/3 Accounts: Canadian championships 1982.
- 9/4 Receipt book BCLLBA 1982-1984.
- 9/5 Receipts and disbursements BCLLBA 1983.
- 9/6 Physical Fitness and Amateur Sports Fund 1979-1984.
- 9/7 BCLBA Finance and fund raising 1984.
- 9/8 B.C. Summer Games: Expenses and income 1981.
- 9/9 Funding (expenses) 1988.
- 9/10 Treasurer's correspondence BCLLBA 1980-1983.
- 9/11 Officiating expenses 1989.
- 9/12 BCLBA Provincial lottery 1984.

Box 10

- 10/1 Cash register - BCLLBA 1966-1967.
- 10/2 Cash register - BCLLBA 1969-1976.
- 10/3 Cash register - BCLLBA 1976-1982.
- 10/4 Receipts - Dogwood Ladies Lawn Bowling and BCLBA 1978-1990.
- 10/5 Insurance documents of BCLBA 1990-1991.
- 10/6 Balance sheets - BCLBA 1990-1991.
- 10/7 Provincial championships - BCLLBA 1978-1983.
- 10/8 Receipt books BCLBA 1980-1986.
- 10/9 Receipt books BCLBA 1986-1987.

Box 11

- 11/1 Receipt book BCLBA 1990.
- 11/2 BCLBA - Lottery sales/receipts 1984.
- 11/3 BCLBA B.C. Summer Games expenses 1978-1985.
- 11/4 BCLBA - Financial Statements 1983.
- 11/5 B.C. Week, interim statement, A/C Raffle 1983-1984.
- 11/6 BCLBA receipts/unused cheque books 1982-1983.
- 11/7 BCLBA receipts/unused cheques 1984.
- 11/8 BCLBA receipts/unused cheques 1985-1986.
- 11/9 BCLBA Statement of income and expenditures 1979-1983.
- 11/10 BCLBA Ledger/Accounts, code of accounts 1978-1981.
- 11/11 BCLBA expenditure receipts 1982.
- 11/12 BCLLBA Balance sheet 1982-1983.
- 11/13 BCLBA receipt book 1990-1992.
- 11/14 BCLLBA interim statement of income and expenditures 1983.

11/15 BCLBA statement of receipts and income 1989.

Box 12

- 12/1 LBC airline bookings 1988.
- 12/2 BCLBA general accounts codes 1988.
- 12/3 Invoices 1989.
- 12/4 Championship travel 1989.
- 12/5 Coaching expenses 1984-1990.
- 12/6 Inventory of stationary 1988.
- 12/7 Investment/income expenditures 1987-1988.
- 12/8 Journal vouchers/expenditures 1987-1988.
- 12/9 BCLLBA - financial statements 1987-1990.
- 12/10 British Columbia Physical Fitness and Amateur Sports fund - Summary of Annual Report and application for assistance 1980-1981.
- 12/11 B.C. Physical fitness and Amateur Sports Fund program development plan expenditures 1978-1985.
- 12/12 BCLLBA - General trial balance 1981.
- 12/13 BCLBA Statement of receipts and payments 1989.
- 12/14 Grand Casino - statement of income and expenses 1988-1989.
- 12/15 B.C. Physical Fitness and Amateur Sports Fund, grant applications 1985-1988.

Box 13

- 13/1 BCLLBA receipts 1979-1980.
- 13/2 Miscellaneous bills 1979.
- 13/3 Dogwood Ladies Lawn Bowling Association - receipts 1978.
- 13/4 Dogwood Ladies Lawn Bowling Association - receipts 1977-1978.
- 13/5 BCLBA Bank statements and receipts 1983.
- 13/6 BCLBA Bank statements and receipts 1990-1991.
- 13/7 BCLBA Bank statements and receipts 1990-1991.

Box 14

- 14/1 BCLBA Expense accounts/receipts 1988.
- 14/2 BCLBA General ledger/trial balance 1971-1981.
- 14/3 BCLBA - Unaudited Balance sheets 1982-1988.

CONSTITUTION & BY-LAWS

Box 15

- 15/1 Certificate of Incorporation BCLBA & By-Laws 1969.
- 15/2 Constitution of BCLLBA and By-Laws 1979.
- 15/3 BCLLBA Constitution and drafts 1979.
- 15/4 BCLLBA & BCLBA Amalgamation 1989-1990.
- 15/5 CLBC By-Laws 1982.
- 15/6 Amalgamation of BCLLBA and BCLBA 1990.
- 15/7 LBC By-Laws n.d.
- 15/8 Certificate of Incorporation - Dogwood Ladies Lawn Bowling Association and By-Laws 1974.
- 15/9 LBC By-Laws 1988.
- 15/10 LBC Policies and Procedures 1989.

REPORTS

Box 16

- 16/1 BCLLBA Motions and Reports 1982-1985.
- 16/2 BCLBA Annual Reports 1988-1989.
- 16/3 BCLBA Treasurer's Report 1986.
- 16/4 Sports B.C. Annual Report 1991.
- 16/5 BCLLBA Official handbook and Yearbooks 1945-1954.
- 16/6 BCLBA Annual Reports 1987-1990.
- 16/7 BCLBA Annual Reports 1990-1991.
- 16/8 BCLBA Business Plan 1989-1992.

LISTS

Box 17

- 17/1 List of champion of champions, Dogwood Ladies Lawn Bowling Association 1971-1975.
- 17/2 BCLBA Membership promotions 1986-1987.
- 17/3 LBC Who's who in bowling 1990-1992.
- 17/4 Lists of BCLBA Officers, lists of district officers and affiliated clubs 1991-1992.
- 17/5 BCLBA attendance lists - apologies for absence 1985-1987.
- 17/6 Games Record Book - BCLLBA 1971-1978.
- 17/7 BCLLBA competition entries record book 1935-1953.
- 17/8 BCLLBA competition entries record book 1953-1970.
- 17/9 BCLLBA - list of officers 1954-1966.
- 17/10 BCLLBA list of officers 1967-1977.
- 17/11 Directories of BCLLBA 1983-1989.
- 17/12 BCLBA Officers and Directors 1986-1988.
- 17/13 LBC Who's who 1988.
- 17/14 Membership lists BCLBA 1988-1989.
- 17/15 South Vancouver Island LBA 1987.
- 17/16 BCLBA Vancouver & District list of officers and officers of affiliated clubs 1988.
- 17/17 Nominating committee lists 1987.
- 17/18 BCLBA Officiating committee 1987.
- 17/19 BCLBA Team B.C. 1984.
- 17/20 BCLBA Nominations 1991.

MEMORANDA

Box 18

- 18/1 LBC Memoranda 1990.
- 18/2 LBC Memoranda 1988-1989.
- 18/3 B.C. Games 1988-1989.
- 18/4 BCLBA 1990.
- 18/5 LBC Memoranda and Reports 1990.
- 18/6 LBC Memoranda on proposed tours 1988-1989.
- 18/7 LBC Memoranda 1988-1989.

PUBLICATIONS

Box 19

- 19/1 Executive News 1987-1988.
- 19/2 Bowling News 1986-1991.
- 19/3 Bowling News 1988.

MISCELLANEOUS

Box 20

- 20/1 Summary of BCLBA Association's activities n.d.
- 20/2 BCLLBA Talent identification 1990.
- 20/3 Government communication 1990.
- 20/4 Canadian Championship Manual LBC 1988.
- 20/5 Provincial Championship rules and regulations 1979.
- 20/6 B.C. Games Zones map 1981.
- 20/7 Dress regulations n.d.
- 20/8 Attendance records BCLBA 1979-1990.
- 20/9 Departed members 1986.
- 20/10 BCLBA forms (samples) n.d.
- 20/11 Seal and Stamp n.d.

Box 21

- 21/1 Provincial government documents 1988-1989.
- 21/2 Discrimination and Racism - allegations 1986.
- 21/3 BCLBA Publicity material 1986-1987.
- 21/4 BCLBA Visitations 1986-1987.
- 21/5 Greens Advisory committee 1986.
- 21/6 Province of B.C. Bowling 1989-1990.
- 21/7 Sports B.C. Publicity material 1991-1992
- 21/8 Greens information 1989.
- 21/9 Sports B.C. publications 1989.

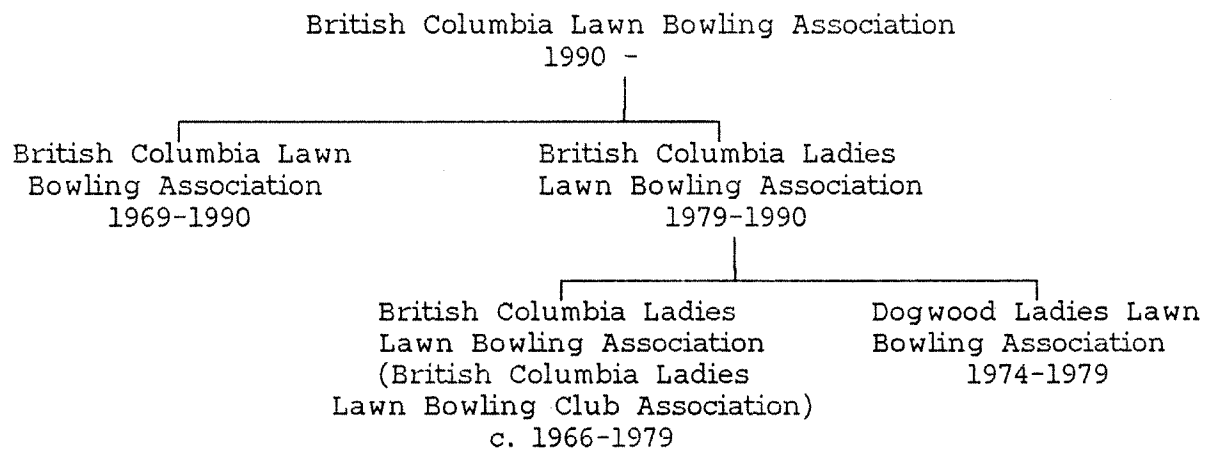
Box 22

- 22/1 B.C. Fitness and Amur. [sic] Sports 1976-1979.
- 22/2 Society Act - Forms 1986-1992.
- 22/3 Team B.C. 1980-1984, 1986.
- 22/4 Correspondence 1986-88 Vancouver Island Clubs 1986-1988.
- 22/5 Lawn Bowls Canada 1986-1987.
- 22/6 Insurance 1987-1988.
- 22/7 1984 1983-1985.
- 22/8 Various items 1984-1985, 1990.
- 22/9 Summer Games - Surrey 1987-1988, 1990.
- 22/10 Various items 1984-1985.
- 22/11 Various items 1985.

- 22/12 Correspondence BCLLBA 1986, 1991.
- 22/13 Affiliation fees records 1978-1989.
- 22/14 Financial records 1989-1990.
- 22/15 Financial records 1991-1992.

Appendix

British Columbia Lawn Bowling Association Organizational Structure



BRITISH COLUMBIA LAWN BOWLING ASSOCIATION

AN INVENTORY OF THEIR FONDS

ADDENDA #1

IN

**THE LIBRARY OF THE UNIVERSITY OF BRITISH COLUMBIA
SPECIAL COLLECTIONS AND UNIVERSITY ARCHIVES DIVISION**

Prepared by:

Carrie Eirene Stevenson

Typed by:

Carrie Eirene Stevenson

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FONDS DESCRIPTION

Title: British Columbia Lawn Bowling Association fonds

Date of Creation: 1969-1997 [predominantly 1980-1997]

Physical Description: 0.665 m of textual records

Scope and Content:

The fonds consist of correspondence, minutes of meetings, subject files, financial records, by-laws and resolutions, reports, lists, and miscellaneous. All of the material was organized prior to donation by the creator and the system has been maintained, therefore certain records are found in different series that may not seem wholly appropriate. In addition to this, some files were organized in a descending chronological order, some ascending, and some, although few, with no chronological order; nonetheless, whatever chronological order was in place has been maintained.

Title based on the contents of the fonds.

Transferred by Professor Jean Elder.

Restrictions: no restrictions were placed on access.

Accruals: further accruals may be donated later.

SERIES DESCRIPTIONS

1. Correspondence series - 1987-1997 - 0.165 m of textual records

The series consists of letters received and sent by the British Columbia Lawn Bowling Association with other clubs and members, and regarding visitations. The correspondence was already organized and maintained in a specific manner by the creator and this arrangement has been preserved.

The title is based on the contents of the series.

2. Minutes of Meetings series - 1986-1994 - 0.055 m of textual records

The series consists of minutes of meetings from various lawn bowling associations across Canada. The series was already organized and maintained in a specific manner by the creator and this arrangement has been preserved. Subsequently, some other items that do not fit into this series are located in these files, although the contents are predominantly minutes of meetings.

The title is based on the contents of the series.

3. Subject Files series - 1984-1994 - 0.030 m of textual records

The series consists of already organized and maintained files containing information regarding associated with specific subjects.

The title is based on the contents of the series.

4. Financial series - 1969-1993 [predominantly 1980-1993] - 0.245 m of textual records

The series consists of already organized and maintained files containing financial statements, statements of income and expenses receipt books, balance sheets, cash registers, expense vouchers, and travel vouchers relating to the operations, competitions, and fund raising activities of the British Columbia Lawn Bowling Association.

The title is based on the contents of the series.

5. By-Laws and Resolutions series - 1984 - 0.005 m of textual records

The series consists of a copy of a 1984 Resolution and an index of the By-Laws of the British Columbia Lawn Bowling Association.

The title is based on the contents of the series.

6. Reports series - 1982-1995 - 0.080 m of textual records

The series consists of the British Columbia Lawn Bowling Association's annual reports from 1980-1995 (1984 is missing) and the President's Report from 1989.

The title is based on the contents of the series.

7. Lists series - 1991-1994 - 0.015 m of textual records

The series consists of lists of the executive, officers and directors, and members of affiliated clubs along with rosters of the British Columbia Lawn Bowling Association itself.

The title is based on the contents of the series.

8. Miscellaneous series - 1978, 1981, 1985-89 - 0.070 m of textual records

The series consists of one newsletter from the Alberta Lawn Bowl, a copy of proposed by-laws for the Ontario Lawn Bowl, various files entitled: "Film Library," "Canada Champs Travel 1987," "Grants - Current," "Recreation & Sports," miscellaneous information, and periodicals entitled "The Green."

The title is based on the contents of the series.

FOLDER-LIST

Box -Folder

CORRESPONDENCE SERIES

- 23-1 1987-89
- 23-2 1990-1987 (regarding visitations)
- 23-3 1992-1991
- 23-4 1993-1992
- 23-5 1993-1992 (regarding visitations)
- 23-6 1993
- 23-7 1994-1997 [predominantly correspondence, but does include some memoranda, notice of motion, the New Lawn Bowlers' Information Kit]

Box 24

- 24-1 1991-1994

MINUTES OF MEETINGS SERIES

- 24-2 Minutes of various lawn bowl meetings from across the country 1994-1990, 1986
- 24-3 Minutes of various lawn bowl meetings and some other miscellaneous items 1994

SUBJECT FILES SERIES

- 24-4 British-Columbia Summer Games 1984
- 24-5 British Columbia Lawn Bowling Association Provincial Greenskeeper's Seminar 1985
- 24-6 IX World Transplant Games 1993
- 24-7 XV Commonwealth Games Victoria 1992-1994 [predominantly 1993]
Mazda Pacific Bowl

Box 25

FINANCIAL RECORDS SERIES

- 25-1 Record book of payments made at the provincial championships 1980-83
- 25-2 Record book of payments made at the provincial championships 1984-87
- 25-3 Financial statements 1992-91
British Columbia Lawn Bowling Association Policies and Procedures
- 25-4 Financial statements 1991-92
- 25-5 Financial statements 1993
- 25-6 Income Receipts 1991-93
- 25-7 Provincial Government funding correspondence and remittance slips 1991-92

Box 26

- 26-1 Expense vouchers, travel vouchers, account statements, invoices 1992
- 26-2 Expense vouchers, travel vouchers, account statements, invoices 1992
- 26-3 Expense vouchers, travel vouchers, account statements, invoices 1993
- 26-4 Various financial information 1988, 1991-93
Certificate of Incorporation 1969

BY-LAWS AND RESOLUTIONS SERIES

- 26-5 Resolution 1984
Index of By-Laws of the British Columbia Lawn Bowling Association

Box 27

REPORTS SERIES

- 27-1 British Columbia Lawn Bowling Association Annual Reports 1982-83, 1985
- 27-2 British Columbia Lawn Bowling Association Annual Reports 1986-89
- 27-3 British Columbia Lawn Bowling Association Annual Reports 1990-95
- 27-4 President's Report 1989

LISTS SERIES

- 27-5 South Vancouver Island Lawn Bowl Associations Roster 1991
North Island and Powell River Roster 1991
Lawn Bowling Association Roster 1992
British Columbia Lawn Bowling Associations Roster 1993
South Island Lawn Bowling Association Roster 1994
British Columbia Lawn Bowling Associations Lists 1991-94
North Island and Powell River Roster 1994
The Vancouver and District Lawn Bowling Association Handbook 1994

MISCELLANEOUS SERIES

- 27-6 Alberta Lawn Bowl's "Autumn Newsletter" vol. 13, no. 2, May 1988
Ontario Lawn Bowl's Proposed By-laws May 1988

Box 28

- 28-1 "Film Library" 1978
- 28-2 "Canadian Champs Travel 1987" 1985-87
- 28-3 "Grants - Current" 1987-89
- 28-4 "Recreation & Sports" 1986-88
- 28-5 "Lawn Bowling 1987/88, 88/89" 1987-89
- 28-6 miscellaneous information 1981, 1989
- 28-7 "The Green" vol. 10 no. 1, May 1981
"The Green" vol. 10 no. 2, June/July 1981
"The Green" May/June 1988
"The Green" July 1988
"The Green" September 1988

BRITISH COLUMBIA LAWN BOWLING ASSOCIATION

AN INVENTORY OF ITS FONDS

ADDENDA #2

IN

**THE LIBRARY OF THE UNIVERSITY OF BRITISH COLUMBIA
SPECIAL COLLECTIONS AND UNIVERSITY ARCHIVES DIVISION**

Prepared by:

Carrie Eirene Stevenson, 2000

Typed by:

Carrie Eirene Stevenson, 2000

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FONDS DESCRIPTION

Title: British Columbia Lawn Bowling Association fonds.

Dates of Creation: 1982, 1985-99.

Physical Description: 0.625 m of textual records (5 boxes). -- 1 photograph.

Scope and content:

The fonds consist of records made and received in the course of British Columbia Lawn Bowling Association's practical activities. There are eight series: activities, administrative, by-laws, correspondence, financial, minutes of meetings, reports, and printed material.

Source of supplied title: Title based on the contents of the fonds.

Conservation: For conservation purposes, the records have been refoldered and reboxed in acid-free material.

Immediate source of acquisition: Professor Jean Elder donated the records directly to Special Collections in 1999.

Arrangement: Wherever the creator has arranged and maintained the records prior to deposit, this arrangement has been maintained and title headings have been kept.

Restrictions: No restrictions have been placed on access.

Finding aids: Available at the file list.

Accruals: Further accruals are expected.

SERIES DESCRIPTIONS

1. Activities series - 1982, 1985-98 - 0.065 m of textual records.

The series consists of information regarding various bowling activities that the British Columbia Lawn Bowling Association participated in both federally and provincially.

Source of supplied title: Title is based on the contents of the series.

Arrangement: The information in the files in the activities series was already arranged and this arrangement has been maintained. The files themselves have been organized alphabetically.

2. Administrative series - 1986-87, 1989-97 - 0.065 m of textual records.

The series consists of information regarding the administration of the British Columbia Lawn Bowling Association.

Source of supplied title: Title is based on the contents of the series.

Arrangement: The information in the files in the administrative series was already arranged and this arrangement has been maintained. The files themselves have been organized alphabetically.

3. By-Laws series - 1988 - 0.005 m of textual records.

The series consists of information regarding the British Columbia Lawn Bowling Association's by-laws.

Source of supplied title: Title is based on the contents of the series.

Arrangement: The information in the file in the by-laws series was already arranged and this arrangement has been maintained.

4. Correspondence series - 1994-99 - 0.125 m of textual records.

The series consists of correspondence, both incoming and outgoing, with other associations, clubs, and individuals.

Source of supplied title: Title is based on the contents of the series.

Arrangement: The information in the files in the correspondence series was already arranged and this arrangement has been maintained. The files themselves have been organized alphabetically.

5. Financial series - 1989-98 - 0.075 m of textual records.

The series consists of financial information pertinent to the financial administration of the British Columbia Lawn Bowling Association.

Source of supplied title: Title is based on the contents of the series.

Arrangement: The information in the files in the financial series was already arranged and this arrangement has been maintained. The files themselves have been organized alphabetically.

6. Minutes of Meetings series- 1988-98 - 0.08 m of textual records.

The series consists of minutes of meetings from both general meetings and the annual general meetings.

Source of supplied title: Title is based on the contents of the series.

Arrangement: The information of the files in the minutes of meetings series was already arranged and this arrangement has been maintained. The files themselves have been organized alphabetically.

7. Printed material series - 1989-99 - 0.155 m of textual records.

The series consists of printed material both produced by the British Columbia lawn Bowling Association and received from other lawn bowling organization and the government of British Columbia.

Source of supplied title: Title is based on the contents of the series.

Arrangement: The printed material has been organized alphabetically.

8. Reports series - 1987-88, 1990, 1992-98 - 0.055 m of textual records.

The series consists of reports made and received by the British Columbia Lawn Bowling Association.

Source of supplied title: Title is based on the contents of the series.

Arrangement: The reports have been organized alphabetically.

FILE LIST

<u>Box-Folder</u>		<u>Dates</u>
BOX 29		
	<i>By-Laws series</i>	
29-1	By-Laws BCLBA	1988
	<i>Activities series</i>	
29-2	Athletic Department Program	1994-98
29-3	BC Championships	1985-87
29-4	Canadian Championship	1982, 1985-86
29-5	Canadian Championships Reports and Board	1997-98
29-6	[Coaching information]	1994, 1996-98
29-7	Information for Games Convener and Draws	1988-93
	<i>Administrative series</i>	
29-8	Clubs and Associations	1987, 1993-97
29-9	Committee Reports	1986, 1989-94
29-10	Disabled	1993-96
29-11	Hall of Fame [BC Sports Hall of Fame call for candidates and response] (photograph from this file can be found on page 9)	1993-98
BOX 30		
30-1	Lawn Bowls Canada	1997
30-2	Official [administrative information]	1996-97
	<i>Correspondence series</i>	
30-3	Correspondence	1994

30-4	Correspondence	1994-95
30-5	Correspondence	1995
30-6	Correspondence	1995-96
30-(7-8)	Correspondence	1996-97

BOX 31

31-1	Correspondence	1998-99
31-2	Correspondence	1999

Financial series

31-3	Accords [financial information]	1994-98
31-4	British Columbia Lawn Bowling Association Panning	1995
31-5	British Columbia Sport Funding Guidelines and Procedures	[1993]
31-6	Lawn Bowling Business Plan	1989
31-7	Miscellaneous [financial information]	1993
31-8	Miscellaneous [financial information]	1990, 1992-93
31-9	Trust Fund	1991-92

Minutes of Meetings series

31-(10-11)	Minutes	1989-95
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BOX 32

32-(1-2)	Minutes	1995-98
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Reports series

32-3	British Columbia: A Report for Lawn Bowling Based on Sports Discovery: An Organizational Audit of Provincial Sport	
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	Organizations	[1992], 1993-94
32-4	British Columbia Lawn Bowling Association Reports	1987-88
32-5	British Columbia Lawn Bowling Association Reports	1990, 1992
32-6	British Columbia Lawn Bowling Association Reports	1994-96
32-7	British Columbia Lawn Bowling Association Reports	1997-99

BOX 33

Printed material series

33-1	15 Commonwealth Games: Lawn Bowl Results	1994
33-2	British Columbia Bowling News	1989-99
33-3	British Columbia Lawn Bowling Association Listings	1993, 1995-98
33-4	British Columbia Lawn Bowling Association Newsletter	1985
33-(5-7)	Canadian Lawn Bowl Championships: Gold 'n Bowl	1998
33-8	Clubs Can	1999
33-9	The Green	1982, 1988-92, 1994-99
33-10	The Inside Line	1992-93
33-11	Lawn Bowls Club National Club Directory	n.d.
	North Island and Powell River Lawn Bowling Roster	1995-96
	The Toucher	1994
	Vancouver and District Lawn Bowling Association Handbook	1995-97
	The Wrong Bias	1994

Photograph from File 29-11

BC 1974/1 Dorothy Macey and Audrey Brown

1995

**British Columbia Lawn Bowling Association
(addenda #3)**

An inventory of its fonds

In

The Library of the University of British Columbia
Special Collections Division

Prepared by:
Krista Hill
Spring 2006

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FONDS DESCRIPTION

British Columbia Lawn Bowling Association. – 1990-present.

British Columbia Lawn Bowling Association fonds. (1984-2002)

69 cm textual records.

Administrative history: see page 2 of this finding aid.

Scope and content:

The fonds consists of records made and received in the course of the British Columbia Lawn Bowling Association's practical activities. There are eight series: activities, administrative, by-laws, correspondence, financial, minutes of meetings, printed material and reports.

Source of supplied title: Title based on contents of fonds.

Arrangement note: Wherever the creator has arranged and maintained the records prior to deposit, this arrangement has been maintained and title headings have been kept.

Restrictions: No restrictions on access.

Finding aids: File list is available.

Accruals: Further accruals are expected.

SERIES DESCRIPTIONS

Activities Series. – 1997-2002.

5 cm of textual records.

The series consists of information regarding various bowling activities that the British Columbia Lawn Bowling Association participated in, both at the federal and provincial level.

Title is based on the contents of the series.

Administrative Series. – 1989-2002. – predominant 1999-2002.

27.5 cm of textual records.

The series consists of information regarding the administration of the British Columbia Lawn Bowling Association.

Title is based on the contents of the series.

By-laws Series. – 1984-2000.

3 cm of textual records.

The series consists of information regarding the British Columbia Lawn Bowling Association's by-laws.

Title is based on the contents of the series.

Correspondence Series. – 1997-2002.

7.5 cm of textual records.

The series consists of correspondence, both incoming and outgoing, with other associations, clubs and individuals.

Title is based on the contents of the series.

Financial Series. – 1998-2001.

4.5 cm of textual records.

The series consists of financial information pertinent to the financial administration of the British Columbia Lawn Bowling Association.

Title is based on the contents of the series.

Minutes of Meetings Series. – 1993-2001.

7 cm of textual records.

The series consists of minutes of meetings from both general meetings and the annual general meetings.

Title is based on the contents of the series.

Printed Material Series. – 1999-2002.

3.5 cm of textual records.

The series consists of printed material both produced by the British Columbia Lawn Bowling Association and received from other lawn bowling organizations and the government of British Columbia.

Title is based on the contents of the series.

Reports Series.

6.5 cm of textual records.

The series consists of the annual reports of the British Columbia Lawn Bowling Association and Bowls BC.

Title is based on the contents of the series.

FILE LIST

BOX/FOLDER		DATES
<u>Activities Series</u>		
34-1	BC School Sports	(2000)
34-2	BC Seniors Games Society	(2002)
34-3	Bowls BC – Juniors	(1997-2002)
34-4	Canadian Bowls Championships – Organizing Committee Hosting Manual	(1999)
34-5	Games – Provincial/National/Summer	(1999-2000)
34-6	National Team	(2000-2001)
34-7	1998 Victoria – Canadian Championships	(1998)
<u>Administrative Series</u>		
34-8	Associations Canada Directory	(2000-2001)
34-9	Awards	(1998-2000)
34-10	British Columbia Lawn Bowling Association Club Executives	(1998-2000)
34-11	Boundary Scope	(2000)
34-12	Bowls BC – BC Gaming Commission	(2000)
34-13	Bowls BC – Club Enquiries	(1997-2000)
35-1	Bowls BC – Letterhead	[2000-2002]
35-2	Bowls BC – Officers	(2000)
35-3	Bowls Canada	(1999-2002)
35-4	Club Executives	(2000-2001)
35-5	Club Information – Officers	(2000-2001)

35-6	District Associations and Indoor Clubs	(2000)
35-7	For Future Reference	(2000)
35-8	Games – Trophy Locations	(2000)
35-9	Hotels	(2000)
35-10	Jean Elder – Administrative Binder	(1995-1999)
35-11	Meeting Register	(1998-1999)
35-12	Ministry of Finance and Corporate Affairs	(1999-2001)
35-13	Miscellaneous Administrative Records	(2000-2002)
36-1	Phone/Fax Logs	(2000)
36-2	Possible Scrap Book Stuff – “Odds and Ends”	(1999)
36-3	Provincial Committees/Regional Directors/ BCB Directors	(1999-2000)
36-4	Publications	(1999-2000)
36-5	Shortmat	(1989-1990)
36-6	Society Act	(1999-2002)
36-7	Sport BC	(1998-2000)
36-8	Sport BC	(1998-2000)
36-9	Sport and Community Development Branch – Ministry of Small Business, Tourism and Culture	(2000-2002)
36-10	Sports Services Branch – Provincial Government Liaison Information	(1993-2001)

By-laws Series

37-1	Constitution and By-laws of Bowls BC – Amendments	(1984-2000)
37-2	Constitution and By-laws of Bowls BC – Policies and Procedures of British Columbia Lawn Bowling Association	(1984)

Correspondence Series

37-3	Correspondence – Clubs and British Columbia Lawn Bowling Association	(1997-1998)
37-4	Correspondence – Bowls Canada	(1998-2001)
37-5	Correspondence – General	(2000)
37-6	Correspondence – Games	(2000)
37-7	Correspondence – President/Secretary	(2000)
37-8	Correspondence – President/Secretary, January-April	(2001)
37-9	Correspondence – President/Secretary, May-August	(2001)
37-10	Correspondence – President/Secretary	(2002)

Financial Series

37-11	Bowls BC - American Income Life Insurance	(2001)
37-12	Bowls Canada Development Fund	(1998-2000)
37-13	Financial Information	(1999-2000)

Minutes of Meetings Series

38-1	Minutes – British Columbia Lawn Bowling Association	(1993-1996)
38-2	Minutes – Bowls BC	(1995-1997)
38-3	Minutes – Bowls BC	(1998-1999)

38-4	Minutes – Bowls BC	(1999-2000)
38-5	Minutes – Bowls BC	(2000-2001)
38-6	Minutes – Bowls BC	(2000-2001)
38-7	Minutes – Lawn Bowls Canada	(1995-1997)

Printed Materials Series

38-8	Bowls BC News	(1999-2002)
38-9	The Green/Activities for Junior Bowlers	(1999-2000)
38-10	Miscellaneous Handbooks/Membership Lists	(1999-2000)
38-11	Ontario Lawn Bowls 1999 Annual	(1999)

Reports Series

39-1	British Columbia Lawn Bowling Association Annual Report	(1998)
39-2	Bowls BC Annual Report	(1999)
39-3	Bowls BC Annual Report	(2000)
39-4	Bowls BC Annual Report	(2001)
39-5	Bowls BC Annual Report	(2002)