



## Ontario 5 Pin Bowlers' Association

# 2024-2025 Incentive Program

The Incentive Program will run from the period of SEPTEMBER 15<sup>th</sup> through MAY 15<sup>th</sup> each year **unless otherwise stated**. When awarding points that have a deadline date, we will be using the date and time of the emails delivered to the O5 Office.

No extra points will be awarded to those chairs who submit more than one report for the month or reporting period. No points will be awarded for any paperwork received that is not covered by the Incentive Program.

**Please Note:** We will only be allocating points for items sent electronically to [results@o5pba.ca](mailto:results@o5pba.ca), [incentive@o5pba.ca](mailto:incentive@o5pba.ca), [membership@o5pba.ca](mailto:membership@o5pba.ca), [minutes@o5pba.ca](mailto:minutes@o5pba.ca), [entries@o5pba.ca](mailto:entries@o5pba.ca) or [financials@o5pba.ca](mailto:financials@o5pba.ca) this season. We can assure you that by submitting your information to one of these locations, anyone needing the information has access to it. Do not copy anyone such as office staff or board as they will get the email automatically. If a chairperson copies any board members or office staff, will lose 1 point in the zone incentive program for each infraction. **Please ensure that the subject line of each email summarizes what is included and do not attach multiple items to multiple email addresses.**

## **Zone/DC Secretary Points:**

### **Monthly Meetings Minutes and Agendas**

**25 Points** will be awarded monthly to those Zone/DC Associations who email their **Monthly Meeting Minutes** to [minutes@o5pba.ca](mailto:minutes@o5pba.ca) within 30 days of your meeting date.

**25 Points** will be awarded monthly to those Zone/DC Associations who email their **Meeting Agenda** to [minutes@o5pba.ca](mailto:minutes@o5pba.ca) within 30 days of your meeting date.

**Submit both items together in one email. There will be a 2 point deduction if sent separately**

**Note:** The agenda must include the date and location of the meeting. It also must be on the monthly meeting you are reporting about.

**Bonus Points** will be awarded for Minutes and Agenda that are submitted within;  
0-10 days - **50 Points**; 11-20 days - **30 Points**; 21-30 days - **10 Points** of your monthly meetings.  
(The date and time of the email will be the deciding factor in points awarded).

**No points will be awarded for any monthly Meeting Minutes / Agenda that arrive after 30 days of the meeting.**

### **2024-2025 Executive Listing:**

Please be advised of the following motion which was CARRIED at our 2021 AGM:

That moving forward after the elections have taken place, all Zone / DC Board of Directors be registered automatically for the coming season so they can continue to represent the association. This would be at no cost to the directors, however for the association to remain in good standing, the director(s) must submit all the required Membership Application forms, which must accompany the associations Executive Listing when it is filed with the O5 office

**75 Points** will be awarded to those Associations who submit by **October 02, 2024.**

**50 Points** will be awarded to those Associations who submit by **October 16, 2024.**

**Note:** Zone / DC Associations that have not submitted their Executive Listings (accompanied signed Membership Application Forms and Assumption of Risk and Waiver of Claims and Liability Agreements) by **November 1, 2024** will have their voting privileges revoked.

**2024-2025 Supplies Order Form:**

**50 Points** will be awarded to those Associations who submit by **July 31, 2024.**

**25 Points** will be awarded to those Associations who submit by **August 21, 2024.**

**2024-2025 Zone/DC Association Visitation Form:**

**50 Points** will be awarded to those who submit to [incentive@o5pa.ca](mailto:incentive@o5pa.ca) on or before **November 1, 2024.**

**Voting Delegate Forms:**

**25 Points** each will be awarded to the Association Secretaries who submit their Voting Delegate Forms for the SAGM and the AGM to [incentive@o5pba.ca](mailto:incentive@o5pba.ca) by the stated date to qualify for the points.

**100 Points** will be awarded to the Association Secretaries that have sent in all their information electronically for the 2024-2025 Season.

**Bonus Points:** The Board of Directors and Provincial Office reserve the right to award **Points** for additional requests for information or questionnaires by a specified deadline date.