



**Milwaukee Lake Park
Lawn Bowls Association, Inc.**

Clubhouse Walk-Through

Active members who would like to access the clubhouse during non-scheduled bowling times must complete a clubhouse walk-through prior to getting the keycode/key. A representative of the Membership Committee, or other member in good standing, will review clubhouse opening and closing procedures and other grounds and greens procedures for bowling on the green.

General considerations:

- *Active members should participate in league play*
- *Greens and grounds maintenance take priority over non-scheduled bowling*

Clubhouse

1. Review opening and closing procedures of the following.
 - a. Clubhouse doors
 - b. Indoor lights
 - c. Outdoor lights
 - d. East garage
 - e. Secure/monitor entrances while on the greens
2. Review the direction of play schedule on the refrigerator and explain its importance.
3. Review where equipment is stored (ground sheets, rakes, rink numbers, mats, jacks, scorecards, etc.)
4. Review using club bowls and how to purchase used or new bowls
5. Review store items for purchase and the procedure to follow when making a purchase.
6. Review the donation system for snacks and drinks.
7. Review the use of the refrigerator, disposal of trash, and recyclables.
8. Review where paper goods and cleaning supplies are stored.
9. Review the events sheets on the bulletin board and how to sign up for events.
10. Discuss the casual dress code or event attire.
11. Make sure they are familiar with the website. www.milwaukeeelawnbowls.com

Grounds and Greens

1. Discuss any questions and/or concerns about bowling procedures and preparing the greens
 - a. Fence chains
 - b. Placing rink markers. Review rink boundaries and hog line.
 - c. Mowing, edging, weeding. Explain that we rely on our members to volunteer their time to maintain the greens.
 - d. Duty to report broken equipment, damage to the greens, other concerns.
2. Familiarity with the game
 - a. Discuss the number of times they have bowled and how things are going
 - b. Review types of games (singles, pairs, triples, fours)
 - c. Review positions (Lead, Second, Vice, Skip)
 - d. Share some information about training/lessons and BOWLS USA.

Member Name: _____ **Date of Completion:** _____

Member Signature: _____ **Membership Committee Signature:** _____

This sheet will be passed on to the club President with recommendation to receive clubhouse access.