

**CRESTON CURLING CLUB**  
**BOARD OF DIRECTORS MEETING**  
**FEBRUARY 19, 2019**  
**COMMENCED @ 7PM**

**IN ATTENDANCE:** Colleen Hedlund, Sandy Thompson, Teresa Richardson, Kevin Hedlund, Diane Underhill, Dave Dyck, Kellie Main

**ABSENT:** Terry Webster, Ellen Samuelson

**MEETING CHAIRED BY:** Diane Underhill

**MINUTES REVIEWED:** Teresa motioned to adopt the January 22, 2019 meeting minutes as presented. Seconded by Colleen. All in favor.

**FINANCIALS REVIEWED:** The Balance Sheet and Comparative Income Sheet as at January 31, 2019 was presented and reviewed. Reported that there is \$1,491.00 of Sign Advertiser invoices that are still outstanding. Diane will send out Statement reminders to those Customers. Reported that Curling Fees and Locker Rentals are up by \$11,000 compared to last year. Not sure why this revenue is so much higher as our leagues are down, but it was realized that this year, the GST was added to the fees which would explain approximately \$2,500.00 so there is still a substantial increase.

Sandy motioned to accept the financials as presented. Colleen seconded. All in favor.

Also reported the preliminary figures for the Valentine's Bar Sales were gross sales of \$10,450.00 less Gratuity of \$510.00.

**DIRECTOR'S REPORTS**

**PRESIDENT:** No report.

**BAR:** Gerry storm completed the sign for the bar, Doug put the lights in it and put a back on it. The lights were \$130, and Gerry would like some free beer.

Sales for the ladies bonspiel were \$10,000. We had table service as a trial run for the Butterfly, payment by punch card only, I think it worked well. Sandy noted that she and Gail Nelson will volunteer for the Butterfly.

Courtney has quit as bartender due to not wanting to follow the guidelines set by Stephanie. She wanted to take cash for table service after being told not to, and doing it behind Steph's back

We need to discuss and make a decision about changes to the bar because we are switching to Coke at the end of the season and need to move the pop lines behind the kegerator and add another ice well. We used one of the portable bars from the Rec Center at the Valentines and they are charging us \$42 a day for rental even though we give them free use of the lounge space or chairs when needed. Maybe we should charge them from now on.

*Board discussed charging Rec Center and all members felt that we shouldn't make such demands at this time since we will be working with them on renewing our Rental Contract.*

I have renewed the liquor license for another year, and I think we should wait till fall when we elect new directors to make the change of directors on the license

*Board discussed bar changes, Sandy suggested changing the pot lights above the bar to hanging pendants so we can get rid of the Christmas lights. Also suggested we could make some changes to the Bar since we are switching to Coke from Pepsi. Since the lines need to come off the floor and we need to run new lines therefore the bar top will have to come off so we could put a new top on and with the new bar top we could add a new ice well. Suggested that Doug will work on the bar at the end of season.*

**BONSPIELS/CLINICS:** We had another successful Valentine's Bonspiel (56th) with 29 teams. Winners were a mix of local and in town teams, seen in the Creston Valley Advance last week. There were a few hiccups but nothing that we couldn't solve.

At the final meeting, it was brought to my attention that the Valentines Committee is proposing to use up to \$2,000.00 (of their profits) to go towards upgrading the rink's sound system, which would include a new bass speaker, proper cords and lighting, (indoor light strings, eg Christmas lights). They are looking for the Board's approval to go ahead with this proposal.

*Board discussed and it was noted that the music sound at the Valentines was much improved with the addition of the woofer (bass) speaker. The one used at the Bonspiel was borrowed and it was noted that they run around \$1,500.00. Having a good sound system is another advantage for lounge rental. The Board all agreed and gave approval to the Valentines Committee to use up \$2,000.00 of their profits towards upgrading the Club's sound system.*

Kathy Etheridge came to me regarding getting the Meatspiel organized for this year. She had stated she will arrange everything (ice, volunteers, meat). The date is March 16, 2019. Sign up is downstairs or contact Kathy.

The Butterfly Bonspiel is to start Wednesday Feb 27th now. I just got an update from Ross that they had 1 US team back out so they are 55 teams, but needing 56 (looking for 1 to join). There was 1 thing that was brought up about if the Club uses the CDCC Kitchen more than 5 times a year, that there would be an extra cost. I wasn't aware of this but I am new this year. They need more volunteers for draw board, 50/50, bar clean up.

We have received a letter from the High school Juniors Girls Team requesting the Board to consider supporting part of their journey to Maple Ridge with a donation. I will have the letter to read out at meeting. (see attached)

*Board discussed the request for funding and keeping in mind the Club's Policy of providing \$125.00 per curler and an allowance for gas and food expenses. The Board also gave consideration of their coach's expenses Colleen motioned that our Club donate \$1,000.00 to the High School girls' team to help offset their expenses in attending the Under 18 Championship in Maple Ridge, BC at the end of February. Teresa seconded. All in favor.*

Related note, the Valentines Committee would like to donate some of their profits to help the girls out as well, but I wasn't sure what the policy/procedure is with this. Do they need approval from board or could the donation be split between the Board and the Valentines Committee? Or is it even possible for them to donate as a sub-committee of the main Club? The Valentine Committee is donating \$500.00 to the High School girls.

*The Board discussed and all approved of the Valentine's Committee decision to make a donation to the High School girls' team.*

**MARKETING:** No Report

**LEAGUE:** I do not have much of a report for Leagues. Just one thing we need to decide in regards to the windup Banquet which day and week. I know there is the meat spiel on the weekend of March 16. How would everyone feel about the 29th of March it is a Friday, we could start Happy Hour at 6 pm and dinner at 7. Curling I believe is all over by the 22 of March. Need to ask if the dues still include the dinner for the registered curlers for the 2018 2019 Season? Is it still \$25 per guest as in the past?

*Board discussed Windup, decided on Saturday, March 23, 2019. Diane will contact Caterer (Crystal) for cost and menu. Time: 5:30 Happy Hour, Dinner at 7 Pm. Guest Cost set at: \$25.00. Team prizes, Diane will send Teresa the prize money format so she can prepare the Prize envelopes.*

**ICE/EQUIPMENT:** No report

**SENIORS:** Seniors Mixed Curling League just steady as she goes. No serious falls or injuries in 2019. Curling to our motto "Just for the fun of it".

**JUNIORS:** Teresa reported that the moneys from the Optimist Camp is all cleared up, funds were received and there may be a small surplus. Cathy Robinson dropped by after her last Junior Class for this season and confirmed that she would have a report for the Board before the next meeting.

**SECRETARY:** Stated that we need to be more proactive in recognizing our volunteers and noted that the Curl BC Awards Nominations are open until March 31, 2019. There are a number of people in our Club that we could nominate. Suggestions were made and two particular Award categories were discussed. Already working on one nomination (confidential) for a Curl BC Award, also noted that we could submit up to two volunteer names and Curl BC will provide us with special volunteer certificates to present to them. Some names were discussed, but will be kept out of the minutes for confidential reasons.

Presented a 'proposed' Honorary Lifetime Membership Criteria and Guidelines Document. The document was emailed previously to all Board members so members had an opportunity to review it. A decision was required on the proposed voting format when approving or denying a nomination, whether it should be through a secret vote or an open discussion. The Board were all in agreement that any nominations should be approved or denied through a unanimous open discussion. The document will be updated.

### **NEW BUSINESS:**

Discussed Safety on the Ice. It was noted that there were 4 falls and 4 visits to the hospital (2 by ambulance) during the month of January! Curling is not an 'extreme' sport but hospital staff may have a different opinion! Is there anything the Club can do to make curlers safer and keep them aware of the risks when stepping onto the ice? Some ideas were made such as: posting 'Stay Safe' posters on the doors which could serve as a reminder; promoting head protection, continue to post information on headgear, and promoting 2 gripper sweeping. We cannot force curlers to wear Headgear, but we need to make them aware and advice. Another suggestion is to advice curlers to stay off the catwalks as two of the falls involved the catwalks.

Discussed Josh's request to hire Noah Eastman to help with the ice during the Butterfly at \$60.00 per day. The provision to hire additional help for Ice making during the bonspiels and particularly when it can't be managed by existing group of volunteers is in Josh's contract. Noah is very keen to learn how to do the ice, he has got some experience as he has been doing the ice for juniors. He could end up being our future Ice Maker! He could possibly work a total of 3 days therefore the cost may be \$180.00. Board was all in agreement that Josh can hire Noah to help with cleaning and assisting with the ice preparation during the Butterfly. Kevin will let Josh know of Board's approval and request Josh to submit a time sheet, basically listing the date and hours that Noah works and signed by him.

Kellie motioned to adjourn meeting. Colleen seconded. All in favour.

Next Meeting Date: March 19, 2019

Meeting Adjourned at 8:40

Minutes recorded by: Diane Underhill

### **ACTION ITEMS FROM OCTOBER 17, 2017 MEETING**

Update New Directors with Liquor Control	Sandy Thompson Feb/19: Will submit update after 2019 AGM elections of new Directors.
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### **ACTION ITEMS FROM NOVEMBER 21, 2017 MEETING**

First Aid Signage/Buy Blanket/Medical Supplies	Signage is complete, blanket purchased, Outstanding is Medical Supplies
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### ACTION ITEMS FROM MARCH 20, 2018 MEETING

Investigate raising the lower portion of the Lounge Floor	Ongoing, Sandy, spoke with Irv, he suggested to speak to Garry Jackman, also should find the original blue prints for Lounge. Oct/18 – Sandy will follow up with Rec Ctr/Randy Nov/18 – continues to have conversation with the various people within the Complex.
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### ACTION ITEMS FROM MAY 23, 2018 MEETING

Set date for CPR Training Session and invite interested members to sign-up for the session.	Board
Install Over Ice Cameras	Terry - Cameras are installed over Sheets 3-6, Require additional new monitors or enable a split screen in order to view.

### ACTION ITEMS FROM AUGUST 15, 2018 MEETING

Order a Sign for the Lounge	Sandy - Nov 22nd email Update: Sandy has talked with Jerry Storm and he is getting to work on the Bar Sign! Feb/19: Sign is done!
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### ACTION ITEMS FROM AGM 2018

As per Bylaws, Board must designate a Vice President	Board
Review and prioritize the Capital Projects drafted in 2016	Done - Board reviewed the list. The top priority is to Build a Junior Storage Locker. The remainder of the list will be noted below for future review.
Board Director Responsibilities- new Directors Require Information	Board - Done
Add Bylaws & Constitution to Website	Diane

### ACTION ITEMS FROM OCTOBER 16, 2018 MEETING

Order and Distribute Bonspiel Poster	Ellen - Done
Prepare and Mail Billboard Invoices	Diane - Done
Create a Game Cancellation and Spares Policy	Colleen - Done
Build the Junior Storage and Cabinet Locker – 2016 Cost Estimate was \$3,000.00	Sandy will book Doug to do the job, will start in mid-November. Nov 20 Update: Doug has had surgery on his hand therefore he cannot work on this project. Need to look for other options, Dave Dyck will check with Brian Endicott to see if he can do the work. Jan. 22 Update: Terry W and Dave D started construction, including shelving and one wall, but as of Jan 21 construction is halted as CDCC's has not given their approval on this project. Diane and Dave will meet with CDCC on Jan 28th to determine the next steps. Feb/19: Dave & Diane had a good meeting with CDCC. They have requested for a full design plan for the storage room and explained that the construction and materials used must meet all CDCC standards and that construction must be done

	by qualified tradesmen including having WCB and Insurance. We have engaged Doug Thompson to complete the project, he will complete it after season is ended. Doug will provide the Board with his cost estimate.
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**ACTION ITEMS FROM NOVEMBER 20, 2018 MEETING**

Investigate other Investment Options to obtain higher rate	Teresa - 25,000 is month to month 50 and 25 in 1 yr - Done Matured GICs were reinvested in a 1 year term with a slightly higher rate.
Enquire about purchasing new Sliders/Grippers for Learning to Curl programs	Kellie Done
Enquire about a Lumbermen Spiel	Kevin - Done Received no response from Justin.
RDCK Contract Renewal is Due September 30, 2019	Terry

**ACTION ITEMS FROM JANUARY 22, 2019 MEETING**

Update the Board of Director Information Board at the top of the Stairs in the Lounge	Diane - Done
Is the Western Financial In-Ice Logo in the Ice	Ellen – Done Yes it is installed in the Ice!
Obtain a Shadow Box for Tam	

**ACTION ITEMS FROM FEBRUARY 19, 2019 MEETING**

Review our Fee Structure and establish consistent discounts across all leagues to enable simplification on Curling I/O	Diane is working on a new Fee Proposal, will meet with Vern Ronmark on Feb 20th to discuss proposal and obtain historic fee info.
Send Statements to Advertising Customers	Diane
Provide Update on Bar renovation required due to switching from Pepsi to Coke	Sandy
Send Teresa the Prize Money Breakdown	Diane

**Action Items for 2018-2019:**

- Prepare a Club Policy and Procedure Manual

**Future Possible Capital Projects (from 2016 List) (not in any priority except for the 1st one)**

- Install Replacement Camera on Ice 4 far end in ice area...\$450
- Install 6 monitors in downstairs viewing area (optional)...\$2,400
- Replace Bar Counter & Cabinets in Lounge Area....\$6,500
- Finish Drywall/Paint/Install new shelving in back Lounge Storage Rm...\$1,500
- Purchase Digital Timers for each sheet for games/bonspiels....\$900
- Re-profile Curling Stones (Striking Bands/running surface/transportation)...\$17,000
- Replace Lockers located at South end of Viewing Area.