

CRESTON CURLING CLUB
BOARD OF DIRECTORS MEETING
AUGUST 15, 2018
COMMENCED 7:00 PM

IN ATTENDANCE: Terry Webster, Colleen Hedlund, Sandy Thompson, Teresa Richardson, Ellen Samuelson, Diane Underhill, Dave Dyck

ABSENT: Berwyn Pisony

Special Guest: Cathy Robinson.

Cathy took on the task of "Transitioning" our Society Bylaws. As per the direction of the BC Society's Act, all Societies in BC must update & file their Bylaws by November 2018. She explained that although the Club has updated their Bylaws over the years, it appears that nothing was ever registered with the Province. The BC Societies highly recommended that we adopt the "Model By-laws" which is the new standard (used to be Schedule B) rather than sort through the outdated document. Cathy further explained that all Societies need to update so that we are all in compliance. Bylaws are basically a guideline on how you run your society. The Board reviewed the new Bylaws, and only a few tweaks are required, decided that no actual date needs to be named for the Annual General Meeting as long as its held annually, it was stated previously that a Vice Present Director is optional, the option must be removed, a Vice President must be appointed by the Board. Also remove Part 10-Public Accessing Records, and Cathy will find the exact wording for 'Membership' definition. Once she makes the changes she will email the Board a revised document for further approval. The Club will advertise that there will be a Special Resolution at the AGM to transition to new Society Bylaws. Board also reviewed the Club's Constitution which was adopted in March 28 1946! We will also update this document and Advertise that a second Special Resolution will be held at the AGM to update our Constitution. There is no charge to transition our new Bylaws but it was noted that in future there would be a charge to change any Bylaws. There is no charge for submitting the annual Director changes. We should attach a copy of both documents when we email the AGM Notification to members.

MEETING CHAIRED BY: Terry Webster

MINUTES REVIEWED: Ellen motioned to adopt the May 23, 2018 meeting minutes as presented. Seconded by Colleen. All in favour.

FINANCIALS REVIEWED: Teresa while investigating methods to take in registration fees reported that the Credit Union has no POS machine but we are able to set up on our cell phone, Cost is \$15/month, Flat rate of 2.6% +\$.15 per transaction. Other systems for payment transactions such as Square, doesn't do interact and only \$100 limit, Blue pay is more for big business. Colleen motioned for the Board to give approval for Teresa to go ahead and get POS started. All in favor. POS will be set up so that bank debits can be processed and receipts can be emailed.

Reviewed the Year End Financials. A few notables, the Support for Play-downs increased this year by 3,000, need to make a Footnote on 'Cash, should show designation, we do not show any depreciation on our rocks/equipment because if we ever sold anything then we

would need to report capital gains which we would rather stay away from, also add Footnote about the purchase of new ice scraper to explain the increase in Repairs & Maintenance

Colleen motioned to adopt the Year End Financials with the noted Footnotes as presented. Sandy seconded. All in favor.

DIRECTOR'S REPORTS

PRESIDENT: Reported that the Swing and Slide Event is set for October 13. The Optimist Camp is set for October 20.

The Club has booked a booth at the Fall Fair. The dates are Sept 7 -8. Colleen will arrange for volunteers to man the booth. Will have various handouts including Curling Info, the Optimist Camp, the Swing and Slide and basically answer any questions. Will also have sign-up sheet for those that have interest in curling. If room permits we will set up the Sticks and Stones as well. Terry will order a banner with the 'Creston Curling Club' name to hang in the booth.

Terry has requested Curl BC to send us their In-Ice Logos, our cost will be approximately \$100.00. Board agreed to the idea of ordering 12 In-ice Buttons with the Creston Curling Club logo. The cost will be approximately \$1200.00.

BAR: Sandy has come up with an idea for a Bar Sign with the new name '9th End Lounge'. It will be approx. 6 ft long, metal with changing color LED lights. It would sit on top of the Coolers. Cost will be approximately \$200. Board agreed for Sandy to go ahead and order it. Will also think about getting the name on the doors. Sandy also gave Stephanie the go ahead to buy some 9oz glasses for the bar, apparently they were a good deal. Larger glasses are a good idea, as it gives people an option on size.

BONSPIELS/CLINICS: no report

MARKETING: Ellen reported that she has approached Tim Hortons, The College, Dairy Queen, A&W, Black Bear, RBC/CIBC, Northstar, Pealows and Subway. Appears that Pealows and Northstar will definitely add their sign. Ellen noted that she will place Ad in Fun Pape and Advance for Club's AGM and Curling Start Up info. The Fun Pape next deadline is Aug 17. Diane will forward Ellen the AGM and Curling info by that date so that she can submit the Ad by deadline date.

LEAGUE: Discussed the duties of League Reps, it used to be that they were responsible for setting up the draws, scheduling and tracking standings, etc. Since Josh now does the draws and standings their duties are minimal their most important purpose is to be available to Members and ensure that their particular league is running smoothly. Members can go to their League Rep with their concerns or complaints and in turn the League Reps should report to the Board.

Some discussion on how the standings are reported on the Website and it was agreed that it needs to be changed so that not only points are reported but also people need to see which teams have won/loss.

JUNIORS: No Report

SENIORS: No Report

NEW BUSINESS:

The Board has received Chris Schofer's resignation letter. We have not received any notification from Berwyn on his position. At this time at least one new Director will need to be elected at the AGM, and possibly two.

Teresa and Sandy will work together to complete a new Contract for Stephanie.

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

Next Meeting Date: September 10, 2018

Meeting Adjourned at 9:10

Minutes recorded by: Diane Underhill

ACTION ITEMS FROM AGM 2017

Revise Bylaws by November 2018	Cathy Robinson
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ACTION ITEMS FROM OCTOBER 17, 2017 MEETING

Update New Directors with Liquor Control	Sandy Thompson
Compile Member Email List	95% Complete

ACTION ITEMS FROM NOVEMBER 21, 2017 MEETING

Prepare Active Curler List for Curl BC	Diane - Done
Plan Fundraising Events for Sandra Schmirler Telethon	Diane - Done
First Aid Signage/Buy Blanket	Signage is complete, outstanding is a blanket and to top up the kit.

ACTION ITEMS FROM JANUARY 9, 2018 MEETING

Purchase Plaque to indicate Allen Family sponsorship for Clock	Terry - Done - Plaque has been purchased and is displayed in the lower viewing area.
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ACTION ITEMS FROM FEBRUARY 21, 2018 MEETING

Issue payments to Masters Committee-\$2000.00, two Masters Teams-\$2000.00 and \$300.00 each Valentine and Butterfly Committees	Teresa - Done
Arrange Masters Advertising on radio and on Rec Centre's and Chamber of Commerce Signs	Ellen - Done
Follow up on a Few Outstanding Sign Advertising Invoices	Ellen - Done
Determine Year-end League Prizes and Post the details on Bulletin	Club - Done

Set-up a One Day CPR Training in September 2018 for minimum 10 people	Colleen - Done
Ensure that Info for the annual Senior Bonspiel is included on our Website and in the Creston Curling Club Poster	Dave – Done

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.
Appoint Website Administrator	Board - Done Diane will take over the Website Administration.
Investigate the Curling Canada Online Registration System called Curling I/O (Curling Inside/Outside).	Done - May 17 – Terry/Teresa/Diane attended a 1 ½ hr Demo Presentation on the system. Terry/Diane - Ongoing, Terry learned at the Regional Meeting that 4 Clubs on the lower mainland used this registration system last season, apparently it's not good for organizing bonspiels but is great for registration. Lots of positives. We will investigate further to see if we can implement as we need a better system. Ability to pay online but we may have to pay for the Credit Card transaction fees, we need to investigate further. August: Working towards implementing this Online Registration System for 2018-2019 Registration.

ACTION ITEMS FROM APRIL 24, 2018 MEETING

Follow up on Outstanding Monies (from Masters Committee & Senior Men's Sponsorship) Plus Current Financials were tabled due lack of quorum	Teresa - Done
Prepare ½ page Ad for Curl BC Yearbook	Diane - Done
Submit Bonspiel Info to Curl BC Yearbook- Deadline June 1/18	Diane - Done
Board Members need to think about next season curling dates, events and fees and bring forward ideas for May Board Meeting	All Board Members - Done

ACTION ITEMS FROM MAY 23, 2018 MEETING

Set date for CPR Training Session and invite interested members to sign-up for the session.	Board
Confirm existing Sign Advertisements and Solicit for new Wall Sign Advertising and In-Ice Logo Advertising-require info by end of August	Ellen
Book a Fall Fair Booth and prepare brochures/info for the Booth	Terry & Board – Booth is booked
Confirm Board Positions (Berwyn and Chris)	Terry and Colleen - Done

Install Over Ice Cameras	Terry
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ACTION ITEMS FROM AUGUST 15, 2018 MEETING

Order a Banner with Club's name	Terry
Order a Sign for the Lounge	Sandy
Add Footnotes to the Year End Financials	Teresa
Email Members the AGM Notification and attach a copy of the new Bylaws and Constitution	Diane
Prepare new Contract for Stephanie	Teresa and Sandy
Prepare new Contract for Josh	Terry and Teresa

NOTES FOR END OF 2017-2018 SEASON

- Set the Schedule for Season 2018-2019 before end of Season, including start time, Christmas break, Clinics, etc.
- Determine what Registration format will be used – Registration Dates
- Implementing any curling incentives brought forward by Committee –Finding opportunities for promoting our Club throughout the year.
- Discuss other options for holding a controlled open house for the community instead of the Family Day Open house.