

CRESTON CURLING CLUB
BOARD OF DIRECTORS MEETING
JANUARY 22, 2019
COMMENCED 7:00 PM

IN ATTENDANCE: Colleen Hedlund, Teresa Richardson, Ellen Samuelson, Kevin Hedlund, Kellie Main, Diane Underhill, Dave Dyck

ABSENT: Terry Webster, Sandy Thompson

MEETING CHAIRED BY: Diane Underhill

MINUTES REVIEWED: Kellie motioned to adopt the November 20, 2018 meeting minutes as presented. Seconded by Teresa. All in favour.

FINANCIALS REVIEWED: The Balance Sheet and Comparative Income Sheet as at December 31, 2018 was presented and reviewed. Some figures were reporting on the wrong line. With these corrections, Kevin motioned to accept the financials as presented. Kellie seconded. All in favour.

DIRECTOR'S REPORTS

PRESIDENT: no report

BAR: no report

TREASURER REPORT: Teresa noted that she wasn't aware that Staff does not pay any curling fees therefore she needs to amend her reporting for CRA, these amounts should report as taxable income on individuals T4. Teresa confirmed that she has received the Safe Ride Home Program sponsorship of \$600.00 from RDCK Area C, Teresa will issue cheques: \$300 to Valentines and \$300 to Butterfly. Teresa also reminded the Board that the CDCC Lease Contract is due at September 30, 2019. We still have some time so it was tabled until the next meeting and added to the Action Items. Board discussed Contract negotiations, wondering who in particular is involved in the negotiations. Teresa explained that she and Sandy negotiated Stephanie's and Terry negotiated Josh's. It was the opinion of all present that all Board Directors should be involved in Contract negotiations, or at least have the opportunity to review the contracts.

Kevin asked Teresa if she tracked the Spare Fees, namely who has paid. This is totally an honour system and therefore hard to track because basically we find cash in the Dropbox and assume it is for spare fees. But it was noted that the tracking has improved this year as people are using the supplied envelopes for their payment and they include their name on the envelope. More discussion on Spares, such as injuries, insurance, should they be signing waivers before going on the ice. Tabled for future discussion.

BONSPIELS/CLINICS: See Report attached. Kellie noted that the new Directors names have not been added on the Club Contact Information Board in the Lounge.

MARKETING: A 'Creston Curling Club' sign has been added to the Complex Main Entrance Signage! Good Job Ellen...it looks great! Ellen presented a copy of the Curling Club Ad which she submitted for the Travel Guide 2019. Ellen was approached about getting a name tags. Ellen wasn't aware that Hennie Webster had been taking orders for Name Tags in

November/December and that a sign-up Sheet for Name Tags was posted on the Bulletin Board. We will plan to take Orders again next season. Ellen confirmed that Bill Rykman will take the old trophies that were dropped at the Club some time ago. Bill will recycle what he can.

Discussed advertising on CDCC's Signage Board for special events such as recent Playdowns, it was explained that all we need to do to get on the Board is to just request through the Front Desk or through Andrea Peet.

There is a question whether Western Financials In-Ice Logo was installed, will need to check as we did invoice them? Received request from Credit Union to remove Jim Miller's name from their invoice.

ICE/EQUIPMENT: Kevin feels that more light is needed at the end of Sheet 1, seems darker at that end. He will check with CDCC about installing a light at the end of Sheet 1.

LEAGUE: Colleen commented that it was a much better year for registrations and much easier with the new Online Registration System. Reported that all leagues are going good. Wednesday Ladies continues at 6 teams. Has heard a few concerns about not having a Playoffs but only in certain leagues. Each League should decide what they want to do after the round robin is done. The Policy that the Board established last season of giving prize money to the aggregate season winners only will remain the same for this year.

SECRETARY: Diane reported:

- Board received a request in writing from two Men's Senior Teams for monetary sponsorship (letter attached). They will be competing in the Provincial Championship Playdowns in Victoria on March 19-23, 2019. The first team of Erich Gross, Tim Hull, Harry Haberstock and Mike Kennedy will compete in the Plus 60 event, and the second team of Vern Ronmark, Terry O'Connor, Richard Allan and Ron Toyota will compete in the Plus 70 Event. The board discussed the existing policy on Club Sponsorship Guideline when considering monetary support for club curlers entering competitive Playdowns and also took into consideration previous sponsorships given, last year \$1000.00 was given to each team when they went to Kamloops. And considering that this year they are traveling to Victoria, further distance therefore gas expenses will be higher plus the Ferry cost. Kevin motioned that the Curling Club should provide \$1,500.00 to each team to assist them with accommodation and gas expenses, and furthermore that this amount is for this year only and does not set a precedent for future years. Dave seconded. All in favor. As per our Policy we will review each request for monetary sponsorship on an annual basis.
- Website was down for a few days in mid-January. Support is recommending that we purchase an SSL Certificate which will make our Website 'secure'. The Annual Cost is approximately \$75.00. The Board all agreed that the SSL Certificate should be added to the Website.
- Received a suggestion to have extra Club keys on hand which can be signed out in special situations, eg ice maintenance volunteers. The Board declined as arrangements can always be made to open up the Centre or simply going to the Front Desk and asking to have it opened.
- Reported on the Locker Assignment. We still have a few Lockers that are locked and are not paid. The Board agreed that we should give a second notification to members and if by end of season these Lockers are still not claimed then we should cut the locks.
- Provided an update on the Junior/Storage Locker. Some shelving has been put up, a wall along the office wall has been built and as well a Shoe cabinet. There has been many

discussions on the purpose of the room and if it is only for Junior equipment with a locked door then where do we store all the public equipment? Or will it accommodate both Junior and Public equipment but in that case it cannot be locked as the public should be able to access. After discussing with Cathy Robinson, she wishes to continue to use the stand alone cabinet for the Junior equipment as all equipment fits nicely in the cabinet and it can be locked and with its current location, in the center of the lower viewing area, it gives the Juniors easy access to the equipment. Therefore all the public equipment will be kept in the Storage room along with the Lost & Found. The construction is on hold currently as we learned that we didn't have CDCC's approval for the reno. Dave Dyck and Diane will meet with CDCC on Monday Jan 28th to discuss next steps.

- Curling Canada is sending our Club two Full ticket Packages for 2019 World Men's Championship in Lethbridge on Mar 30 to Apr 7. We are getting these tickets from Curling Canada as a 'thank you' for completing their 150 question survey last year! Board discussed ideas of what to do with the tickets, eg silent auction, raffle off, fundraiser for the Club? No decision was made at this time.

JUNIORS: no report

SENIORS: See attached report. Dave received donation from Doreen Eastman of her husband's curling Tam. We will place it in the cabinet located in the Lounge, suggestion to get a Shadow box to display it. Dave will send Doreen a Thank you Letter. Dave noted that the Seniors League will hold a Swan Spiel at the End of season. A Fun event for everyone!

NEW BUSINESS:

Ellen motioned to adjourn meeting. Kevin seconded. All in favour.

Next Meeting Date: February 19, 2019 at 7 PM

Meeting Adjourned at 9:40

Minutes recorded by: Diane Underhill

ACTION ITEMS FROM OCTOBER 17, 2017 MEETING

Update New Directors with Liquor Control	Sandy Thompson
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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!
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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	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.
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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 for 2018-2019:

- Review our Fee Structure and establish consistent discounts across all leagues,
- Prepare a Club Policy and Procedure Manual

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

- Build Storage Room & Cabinets for Junior Curling & Rental Equipment...\$3,000
- 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.