

CALGARY CURLING CLUB BOARD OF DIRECTORS

REGULAR MEETING MINUTES

October 2, 2015

6:00 PM

Present: Rick Rathier, Dave York, John Teed, Maureen Leew, Meghan Pollock, Phil Wray, Rob Lane, Bob Fink, Marcel Zowtuk, Reg Rowell, Bob Laycock

Absent: Andrea Czikota; Chris Bean, Belinda Mitchell

Call to Order: 5:46 pm

Additions to Agenda: None

Approval of Agenda: Moved by Meghan Pollock, seconded by Phil Wray that the agenda be approved as presented.

Carried

Approval of the Minutes of previous meeting: Moved by Maureen Leew, seconded by Dave York that the minutes of the previous meeting be approved as presented.

Carried

Business Arising from Minutes: A best practices update will be provided in the upcoming reports.

President's Report

Welcome to Marcel Zowtuk and Bob Fink. President Rathier discussed protocols for staffing and management. The Calgary Curling Club Mission Statement was reviewed by the Board of Directors. The mission statement is the Calgary Curling Clubs operating guideline for the Board of Directors and staff. We are looking forward to a year with less major events after last year.

Committee Reports:

Finance

Andrea Czinkota

We are in good financial shape for the start of the year. We have been conservative with our budget based on the current economic conditions. That being said leagues are full and associate leagues almost full. We have \$421,322 in our bank account. We have a \$93,000 in grant money expected to come from the City of Calgary. Summer wages. Banking and investment policies were not written in the past. The City of Calgary has requested we have a written policy for banking and policies. Manager Laycock presented a draft written policy to the board during the meeting. The Calgary Curling Club from time to time will accumulate funds that will need to be invested. The Calgary Curling Club currently does all banking at the Alberta Treasury Branch. All investments will be considered conservative and stay in the Alberta Treasury Branch Options. Any variations must be presented to the Board of Directors and approved at the Board of Directors level.

Motion: To approve the following investment vehicles: Cashable GIC's, Non-redeemable GIC's, Promotional GIC's, CIC Compound Interest Certificates and High yield interest savings account. Two signatures are required for the listed investment vehicles. Moved by Maureen Leew, seconded by Meghan Pollock. Carried.

Motion: To approve the signing authority for the 2015 / 2016 season will be the same as the 2014 / 2015 season. Moved by John Teed, seconded by Meghan Pollock. Carried.

Club Draws

Rick Rathier

All seven leagues have started. We are still looking for a men's team for the Wednesday night men's league. One of the Thursday night open league teams dropped out before their second game; however, we have a wait list team willing to take their spot. The beginning of the season brings the usual organizing of teams and leagues. There have been a few issues which have been caught and addressed prior to leagues starting. We will be communicating to leagues the importance of having shareholders as leagues are filling and some teams have been displaced to other nights.

Food and Beverage

Reg Rowell

The club expects the usual start-up costs. Early season bookings are in line with previous years. We have a new menu with moderate price increases.

Ice and Building Maintenance

Dave York

Dave will review the 5 year plan with Manager Laycock over the next month.

Bonspiels and Playdowns

John Teed

The September bonspiels were successful. The clubs annual Christmas bonspiel is the next event.

Golf and Entertainment

John Teed

"Al's" Turkey Shoot will be the first Thursday in December this year (December 3). The 2016 Golf tournament will be held in June.

Constitution and Shares

Belinda Mitchell

Motion: To accept applications for membership for Tom Hughes, Dale Sweet, Christopher Zarembo and Lori Glass. Moved by Maureen Leew, seconded by Reg Rowell. Carried.

Facility Associate Liaison

Rick Rathier

The club has 20 associate leagues. We have been sending our wait lists to the associate leagues. Rob Lane will be the primary director and John Teed will be the secondary director for the 2015 / 2016 season.

Curling Academy

Meghan Pollock

Our green horn league is full. Learn to curl is full as well. We are working with other clubs in the city to accommodate the people on our significant wait list. We are considering a league for the opposite Saturday's of the Calgary Couples league that will give the Greenhorn

League players a league to go to after their session in December. The junior bonspiel was very successful with a total of 30 teams this year. We were able to give out \$8000 in prizes to the junior bonspiel.

Casino/Fundraising

Chris Bean

No report

Publicity

Philip Wray

The club newsletter continues to be sent out. Our new website is close to being ready to go live. We are hoping to publish it next week.

Historical

Belinda Mitchell

No report

Nominating

Rick Rathier

No report

Marketing / Advertising

Rob Lane

An informal poll of participants in the Good Times bonspiels in September indicated they did not hear about the events or ice availability through the newspaper advertisements we purchased in surrounding communities in August. We are considering switching the dates for the junior bonspiel and the competitive Good Times Bonspiel due to decreasing numbers in the Good Times bonspiel.

Manager's Report

Leagues are up and running. We have had some snags but otherwise very smooth. We still have one Wed Men's Spot open. I am in the process of building a team from the singles.

Autumn Gold details are now being worked on. Supplies, chairs, programs, volunteers, ice prep are all on the schedule for the next 8 days. We anticipate a busy event as in 2014.

Associate Leagues will all be up and running in the next three weeks. We have had no surprises in numbers and commitments. It is business as usual.

Directors Open House is tentatively set for a late Saturday in November. The program includes Cheryl Bernard motivation talk, then lunch and topic round tables. The response from the CCCM group was luke warm at best.

Financial Summary is a short look as end of September. September is usually our first statement and it is a small sample. F@B is the negative, partial dues are in

and no associate leagues have paid. At this point we are in very good shape. We have about \$93,000 coming back from our grants. (Possible in the next weeks)

Insurance Claim on the damaged heating units will be completed this week. Our deductible may leave us on the outside. It might be more economical to replace with a grant then make a claim.

Web Site will be live in the next week. We are getting through the league start up and office training before we spring the site. I will be applying through the Brier 50/50 for funding of our new site. SACA will be sending out applications for funding in November.

Robert Laycock

GM

New Business

Directors Open House – The Calgary Curling Club will offer to host directors from other curling clubs in a sharing and networking opportunity. Manager Laycock presented the idea at the Calgary Curling Club Managers meeting. We are potentially considering November 21 or 28. Manager Laycock has approached Cheryl Bernard as our keynote guest speaker for the event. 5 round tables – facility, board protocol, juniors,

High School Curling – The Board of Directors has been tasked to reinstate a high school curling program in the City of Calgary. A committee will be chaired by Maureen Leew.

Previous year Presidents dinner will be hosted at the next meeting

President Rathier requested directors inform him of their preferences for positions on the committees

Agenda for next Board Meeting

Legacy and sponsorship opportunities

Date and time of Next Meetings

October 22 at 5:30 pm

November 19 at 6 pm

December 17 at 6 pm

Motion to adjourn: Moved by Maureen Leew, seconded by Phil Wray to adjourn the meeting at 7:19 pm. Carried