

Parksville Curling Club Fall General Meeting Minutes of September 17, 2015

Call to Order:

The Fall General Meeting of the Parksville Curling Club was convened at 19:05 by President Ron Boag. Members of the Board in attendance were Vice-President Terry Miller, Treasurer Nancy Douglas, Ray Gamracy, Chris Rose, Winnifred Rehill, Spish Legowski, Maurice Creagh, Leslie Osborne and non-voting member Tim Kottsieper (Manager, Ice Technician). Board members absent were Jim Hoffman, Tony Reinsch

Approximately 60 Parksville Curling Club Members were in attendance.

Approval of Minutes:

Maurice Creagh moved that the Minutes of the September 2014 Fall General Meeting be accepted as circulated. Seconded by Ray Gamracy. Motion carried.

President's Report (Ron Boag):

At the last AGM, I identified three Issues that needed our immediate attention before we could proceed in development of a 3-5 year vision and plan for the Club.

Issue 1: RDN Financial support for Roof repairs (Near-term for the Flat roof, Longer-term for the Metal roof)

- Action to Date: After some discussion with our RDN representatives, it was determined there would probably be no point in pressing a request for financial assistance prior to completion of the RDN's Recreation Services Master Plan. This plan starts collecting data in March 2016 and will take about a year to be completed. The RDN will use the results of this exercise to determine the future direction for sports and recreation development in our area, after which they will be in a position to commit resources to selected activities and facilities over the coming 10-15 years.
- Action going forward: We have, and will continue to, apply for grants in support of repairing/replacing the roof and other capital projects to improve our Club. Winnifred Rehill is heading up our fundraising and grant applications efforts for this year and will appreciate any help from membership in securing incremental funds to support these activities.

Issue 2: Ensuring the Parksville Curling Club is part of the Recreation Services Master Plan for District 69

- Action to date: As the people responsible for managing this Club, Members of the Board, our Manager Tim Kottsieper and myself have, and will continue to "talk up" the Club to our representatives from the RDN. I have emphasized that they are our partners in this process, not our adversaries. We also decided to spend some of our hard-earned "volunteer secured" revenue on the outside appearance

of the Club. With volunteer help, we installed new Hardi Plank Fiber Cement siding over the entrance to the Club and installed new signs telling all who we are! All of this is intended to put a positive image of the Club forward to the RDN, the city, potential new members, and to you, our members.

- Action going forward: We need to continue showing the RDN that the Parksville Curling Club is an important recreational resource in District 69. While the RDN move through the process of developing their Master Plan, we will look to continue to grow our membership and to thrive as a curling club. To do this, we will need your help. Informally, you the membership need to continue “talking up” the Club and identifying potential new members, as I am sure many of you have been doing. Formally, I asked at our last AGM for people to step forward and become part of our Membership Committee. To date, I believe only Penny has said she would be happy to assist on this committee. The best way for us to show the RDN and the City of Parksville how important our Club is to District 69 and Parksville is to grow our Club. Please consider joining the Membership Committee and assist us in making this happen. Simply let myself or one of the Board members know of your interest, and we will make sure to involve you as we move forward. Thank you!

Issue 3: March 31, 2018 lease expiration for the District 69 arena

- Action to date and going forward: I believe that if we are successful in making the Parksville Curling Club an integral part of the Recreation Services Master Plan for District 69, we will stand a very good chance of having our lease renewed. Stay positive, continue the good work, and we will get there!

Thank you for all of your help over the last year. I look forward to another successful year of curling with you all.

Finance Report (Nancy Douglas):

Please see Parksville Curling Club financials for the year ending April 30, 2015 appended to these Minutes.

League Report (Ray Gamracy):

1. League curling starts Monday September 28th, with the exception of the Junior and |Novice Leagues which will start in early October. We are also planning a refresher clinic for early October.
2. League Captains are in the process of contacting last year’s curlers and any new members. Most leagues are filling up and extra draws may be required.
3. League teams and schedules will be posted next week following the Open House and |League Captains Meeting.
4. Practice ice available next week.
5. Be sure to visit the website regularly to keep informed of upcoming events and league information.
6. Looking forward to another successful curling season.

Bar Report – not available

Concession Report (Chris Rose):

Chris will be meeting with League Captains to discuss what food could be provided. At this point Monday Ladies have Lunch or Brunch offered. Chris is hoping to increase the use of the concession by other leagues. He will consider any requests to add to the menu.

Fund Raising Report (Winnifred Rehill):

The Club is continuing to research grants to support various capital and upgrading projects identified by the Board. Winnifred requested the support of any members that have had experience or would like to help out with this research.

Special thanks were offered to Clare Cooney and Doneen Goff for the hours and effort they put in this summer to organize Parking and Sand Castle Ambassador lists. All the volunteers did an exceptional job and must be commended; even with rainy weather, they were willing and happy to work.

Bonspiel/Banquets (Terry Miller)

1. Banquets/Bonspiels/Volunteers

Traditionally, curling clubs are very quiet during the summer months but in the case of the Parksville Curling Club, there were many activities in and around the club involving well over 1,500 hours of volunteer time for fund raising, maintenance and summer ice making and administrating.

2. Four Foot Camp and Bonspiel Banquet Meals headed by Chris Rose, Judy Hawkes and Terry Miller. Seventy curlers from across Canada, USA, Hungary and Japan attended the Camp over 4 days in the 3rd week of August. Twelve high level Instructors led the Camp, including Rachel Homan and our own Cheryl Noble.

The Camp is organized and operated by Elaine Dagg-Jackson, Canadian and Olympic team coach.

Thirty-five volunteers engaged in Menu planning, preparation and cleanup for 6 seatings, serving over 600 meals during the week. (over 300 hours)

Other notable undertakings over the summer included:

Bar volunteers for Four Foot and Bonspiel (many volunteers hours);

Summer Bonspiel headed by Jim and Margo Hoffman (many volunteers hours);

Concession for bonspiel (many volunteers hours)

Facility Report (Spish Legowski)

- Maurice Creagh has coordinated passes for all electrical and fire safety checks;
- Thanks to Bob Read for coordinating the procurement of a Defibrillation machine at no cost to the Club;
- Maurice Creagh secured insurance coverage for volunteers when involved in work for the club.
- Thanks to Murray for once again coming forward to replace the fluorescent tubes in the ice arena. This is Murray's bi annual project.
- After looking into changing out the old fluorescent lights for LED lights, (lower running costs), it was determined that the Club could still access the "old type " of tubes at good price. However, we will have to retrofit the system in two years to LED's, as the old tubes will be obsolete. At that time, it is anticipated that LED tubes will be more readily available, and hopefully at a lower cost! We will pursue BC Hydro and hope to be able to secure grants for this retrofit.!
- While we had the cherry picker (for the lights) I spent a couple of days trimming all of the (except two) trees.
- At the last General Meeting we agreed to look into the cost and logistics of installing a dropped ceiling in the lobby / meeting area. With the help of Barry Holtzman, we reviewed and priced out the project at ~\$14,000.00. In addition to being expensive, it was concluded that the dropped ceiling would be too low to be practical (given the heat ducting and trophy cabinet). The project has been set aside for the time being.
- **Siding replacement**: The replacement of siding on the East, South and West sides of the building was initiated last week. I was concerned that this would be a major and long project, in part because I was not sure what we would find behind the existing siding!! As it turned out all my fears were unfounded. This was in part due to the number of volunteers who stepped up to the plate after I had requested (on the web) for volunteers to come forward. I had ~20 Club members come forward to offer their time and skills. I arranged for AM & PM shifts of seven volunteers; at times folks came to offer their help on other shifts. The work went well with NO major problems, and we finished the project in four days!! Thanks to everyone that took part it just shows what a great Club Spirit we have.

The total project took ~300 man hours, at an average of 75 man hrs/day. We accomplished the following progress of feet of siding per day:

Tues: 48 ft.;

Wednesday: 89 ft.;

Thursday: 110 ft.;

Friday: 80 ft.

The project materials cost \$4,189.12. There will be some equipment rental costs to come, with the total cost estimated at just under \$5,000.00.

I hope you like the colour, it is Tuscan Gold. We do have some lengths left if any one needs their summer house redone—although I am not sure I can get the crew again at the original pay scale!

Insurance and Safety (Maurice Creagh)

- After consideration of other options it was determined that the best and most economical approach is to secure Building Replacement Insurance and Liability coverage (\$3,000,000) for the PCC through the RDN;
- The Defibrillation Machine has been mounted on the wall by the main bulletin board;
- Fire Inspection Follow-up: the Exit doors are working properly, but we require a Fire Plan diagram to be posted by the doors;
- Refrigeration Plant requires some upgrades to bring it up to acceptable standard;
- First-Aid: We are looking to ensure that there is at least one person in the building, when activities are going on, that has Level 1 First-Aid Certification. We will help in the cost if anyone wishes to take the course.

Marketing and Publicity (Leslie Osborne)

Advertisements for various events and Club activities are placed in the local newspaper. We are investigating other advertising options in order to spread the word about our Club.

Manager/Ice Makers Report (Tim Kottsieper)

- Ice Installation had a major problem when, due to the drought conditions, the city water was contaminated to the point that it would not freeze properly. After much thought (and a little bit of panic), a water tank was purchased and Glacier water from Coombs was used in place of city water.
- New rings with advertising were installed. These provide the Club with net revenue and are less work than painting the rings.
- Tim extended his thanks to the many volunteers who assist with day to day activities at the Club.

Questions from members:

Q: Do we have a large First-Aid Kit?

A: Yes, it is situated near the Defibrillator.

The Fall General Meeting was Adjourned at 19:47.

(Minutes submitted by Winnifred Rehill)

PARKSVILLE CURLING CLUB
STATEMENT OF REVENUE
AND EXPENSES
YEAR ENDING APRIL 30, 2015

	May 1, 2014 to April 30, 2015	May 1, 2013 to April 30, 2014
REVENUE		
Association Fees Collected	4,290	
Bar Income	12,915	9,108
Bonspiels	8,477	6,214
Building and Ice Rentals	12,215	15,459
Concession & Banquet Income	19,310	18,011
Donations	1,322	1,363
Fundraising	7,744	4,147
Bank Interest	637	574
League Fees	87,088	75,164
Merchandise Sales	53	25
Other Revenue	2,318	1,500
Reserve Used for Cap Expenditures		7,642
Sign Rentals/Advertising	10,363	10,569
Spare Fees	3,252	3,197
Special Events (BC Jr. Prov's)	6,935	
Total Revenue	176,918	152,975
EXPENSES		
Advertising	1,344	1,815
Association Fees Paid	3,990	
Bank Charges	100	175
Depreciation	6,386	5,313
Freight and Transportation	535	1,526
Insurance	11,619	12,173
Licenses, Dues & Subscriptions	1,431	739
Management Services	13,350	16,200
Miscellaneous Expenses	737	979
Office Supplies & Expenses	1,086	1,183
Property Taxes	6,499	0
Repairs & Maintenance	24,826	20,914
Security	240	1,688
Supplies	8,139	3,557
Trophies & Prizes	716	1,756
Utilities	37,292	42,207
Wages & Benefits	44,336	46,033
Total Expense	162,626	156,258
Net Income (Loss)	14,292	-3,283

**PARKSVILLE CURLING CLUB
BALANCE SHEET
YEAR ENDED APRIL 30, 2015
(UNAUDITED)**

	2015	2014
	\$	\$
ASSETS		
Current		
Cash	43,472	40,388
Cash - Capital Savings	20,321	14,656
Cash - Gaming	7,855	39
Short Term Investments	56,600	55,984
Accounts Receivable	0	384
Inventory	1,078	1,424
	<u>129,326</u>	<u>112,875</u>
Capital Assets	54,524	50,610
TOTAL ASSETS	<u>183,850</u>	<u>163,485</u>
LIABILITIES		
Current		
Accounts Payable	3,296	2,873
Capital Reserve Fund	20,195	14,545
TOTAL LIABILITY	<u>23,491</u>	<u>17,418</u>
MEMBER'S EQUITY		
Club Equity	160,359	146,067
LIABILITIES AND EQUITY	<u>183,850</u>	<u>163,485</u>