

**Parksville Curling Club
Board of Directors
Meeting of August 20, 2015**

Call to Order:

A regular meeting of the Parksville Curling Club Board of Directors was held in Parksville, British Columbia on August 20, 2015. The meeting was called to order at 7:00 PM by President Ron Boag. Members of the Board in attendance were Maurice Creagh, Nancy Douglas, Ray Gamracy, Jim Hoffman, Spish Legowski, Lesley Osborne, Tony Reinsch and Chris Rose along with non-voting member and Club Manager/Ice Technician Tim Kottsieper. Board members Chris Rose, Terry Miller and Winnifred Rehill were absent.

Approval of Minutes:

The minutes of the July 16, 2015 regular meeting of the Parksville Curling Club Board of Directors were accepted as amended.

Motion to accept the minutes of the July 16, 2015 board meeting as amended moved by Jim Hoffman, seconded by Ron Boag. *Motion* carried.

Approval of Agenda:

The agenda was approved as tabled.

Motion to accept the agenda for the August 20, 2015 Board meeting moved by Jim Hoffman, seconded by Ron Boag. *Motion* carried

Action items from Last Meeting:

- 1) The main access doors to the PCC facility will be re-keyed following the Four Foot Clinic and Summer Bonspiel events. Tim Kottsieper to maintain a log book and record of who is provided with access to facility keys.
- 2) Lighting replacement: Light replacement in the curling area has been completed. Agreed to allocate part of the RDN grant funds for replacement of light tubes in the lounge area. Jim Hoffman to review the initial grant application and work with Nancy Douglas on preparation of a report to the RDN on the final disposition of the grant funds.

Action: Tim Kottsieper to replace the ice ballasts and tubes, as necessary, in the Lounge area.

- 3) Compensation discussion: Tim Kottsieper to discuss with Leslie Osborne matters relating to UIC terms and other benefit issues with regard to the Club Manager/Ice Technician position and to report back to the Board on matter of employee versus contractor status.
- 4) Review of ice rental rates: Tim Kottsieper was unable to secure this information from regional curling rinks in time for the Board meeting; will return to this item in September. A discussion ensued regarding reducing by 50% the current ice sheet rental rate for members.

Motion: To make ice sheet rentals available to Members at 50% of the established ice rental rate. Moved by Jim Hoffman, seconded by Tony Reinsch. Motion carried.

5) Business of Curling Symposium report: Tim Kottsieper was unable to email Board members outlining areas covered by the Symposium, due to time constraints resulting from ice installation. Will hold this for review at the September meeting

Old Business

1) Signage: Tim Kottsieper reported on the two additional quotes and table his recommendation that the PCC secure Paradise Signs to install the new building signage.

Motion: That \$1,050 be approved for the purchase and installation of two outside facility signs from Paradise Signs, to be installed after completion of the re-siding work. Moved by Jim Hoffman, seconded by Spish Legowski. Motion approved.

2) 4' Camp and Summer Bonspiel: Meals, sponsors, bar and other arrangements for both these events have been completed. The Four Foot Camp is sold out with 74 participants. The Summer Bonspiel has 20 registered teams.

3) Status of bar license: Jim Hoffman and Nancy Douglas reported that additional Director(s) must be added to the Bar License application. The issue will be addressed and the license arranged for prior to the September 10, 2015 deadline.

4) League status: Ray Gamracy reported on the status of the various Leagues for 2015-16, distributing the Captains list. Open tines have been identified on Tuesday, Thursday and Friday afternoon. The new League Captains have been posted on the website, and Ray will convene a meeting of League Captains after the PCC Open House scheduled for Saturday, September 19, 2015. Jim Hoffman noted that Men's Night will have two draws, and confirmed his request for a "notice bell" to signal when curlers in the early draw will be expected to complete their current end plus one more.

Directors Reports

President's Report (Ron Boag): A draft Open Letter to PCC members was reviewed and discussed. The letter was intended in part to inform membership of the water issues that impacted the flood process. Faced with an inadequate ice surface due to water quality, the President authorized the purchase of a 2,000 gallon water tank, pump assembly, scraper batteries and water delivery at a combined cost of \$3,069. The cost to fill the water tank is \$100, adequate for 3 floods.

Motion: That the Board approves of the emergency action taken by the President to address the water flood issue, and the funds expended in redressing the situation. Moved by Tony Reinsch, seconded by Jim Hoffman. Motion carried.

Club Manager (Tim Kottsieper): Tim reviewed the water, filtration and ice process issues and assured the Board that the flood operation is well on track for the Four Foot clinic.

In other developments:

- A "firebox" is now in place providing instructions for firefighters on how to proceed in the event of a fire alarm, identifying water sources, alarms, etc.
- Pope & Sons replaced a belt on the exhaust fans for the washrooms, but the fan has stopped working again. Tim to have Pope & Sons reinvestigate the problem and repair if costs are deemed reasonable.
- Recommended proceeding with the Novice Clinics on Monday September 14 and Wednesday September 16 (6:30 – 9:00 PM) as well as Practise Ice at the Open House on

September 19. Will also have practise ice available the week of September 20-26 prior to the start of League curling.

- The PCC was approached to consider hosting the Optimist's Getting Started Camp, a 1 day training event for new, young curlers. It was determined that the event may conflict with other Junior events and there appeared to be too much required of the PCC to assist in this 1 day "service" event. The Board may reconsider in 2016 given additional advance notice.

Treasurers report (Nancy Douglas): A preliminary financial report for end-July 2015 was received by the Board. There were no issues or concerns raised with respect to the report or the clubs finances. Income tax reports for April 2014 and April 2015 have been received by Revenue Canada, and the GST report submitted. Gaming License renewal for 2015-16 was also submitted, with approval received within 24 hours.

Nancy will be manning a booth at the August 26 Craig Street Market and requested assistance with both set-up and take-down of the booth. Volunteers were secured.

Nancy also noted that a Refresher Clinic to be led by Cheryl Noble is likely to be held after the first week of scheduled league curling, with a final time dependent upon Cheryl's availability.

Concession (Chris Rose): Chris tabled a report *in absentia* "Terry Miller, Judy Hawkes and I spent four days prepping the two kitchens and the pantry for the Four Foot camp and the summer bonspiel. I cannot thank the two of them enough for their efforts. On August 18, Jemco delivered a batch of new kitchen supplies. The cost was slightly over the budgeted amount (Chris picked up the excess as a donation to the club). On August 22, Sysco food services will be delivering a major portion of the supplies for the three lunches and two dinners we are providing for the Four Foot camp and we will start prep work Sunday so we are ready to go first thing Monday morning."

Facilities (Spish Legowski): Gave "rough schedule" for the siding replacement work program in early September. Have a number of volunteers signed up, waiting for a few more, and will send out schedule to all who have come forward. Requested that Tim Kottsieper arrange for rental "equipment + bin" to be delivered early on Tuesday 8th September. Spish, Maurice Creagh and Tim Kottsieper will meet to discuss the Fraser Valley report on the PCC ice plant and will report back to the Board in September. Finally, Spish asked that thanks be noted to Murray, Joanne, Nancy and Pat for their help in the "yard" clear up.

Insurance (Maurice Creagh): Maurice reported back on Board inquiries regarding insurance coverage, noting that (i) volunteers do not require WCB insurance, and (ii) while we do have 3rd party liability coverage, we do not have any injury or related coverage for volunteers.

Action: Maurice to look into the cost of a policy rider for volunteer coverage on both a single event basis (for the upcoming siding installation) and on a general volunteer activity basis and to report back to the Board.

Maurice has received a report from Frazer Valley Refrigeration on the refrigeration plant, which he will summarize and bring back to the Board for discussion at the September Board meeting

Publicity (Leslie Osborne): Leslie has placed an ad in the local paper and on the electronic billboard on the Oceanside highway for the Summer Bonspiel event and for the General Meeting on September 17.

Bar (Jim Hoffman): Bar is stocked and ready for the Four Foot clinic and Summer Bonspiel, and volunteers have been secured to work the bar as required.

New Business:

1) PCC Newsletter: Greg Rehill, PCC Webmaster, forward a request for consideration of a regular PCC Newsletter to send to members and make available for advertising and promotion purposes. A discussion ensued with the consensus being that the PCC website represented an adequate source of information for members. Ron Boag asked Tony Reinsch to forward approved Board minutes directly to Greg for posting, in order to ensure that information is made available as soon as possible.

2) BC Men's Bonspiel Tour Championship: Jim Hoffman reported that the PCC has been approached to consider participating in the expansion to the Island of an existing Lower Mainland "Tour Championship" bonspiel. The event would see 20 teams convene in Cloverdale for an annual Championship bonspiel. The organisers have offered to have the PCC Men's Open Bonspiel be designated as a "qualifying bonspiel", with the winner securing a place in the Cloverdale event.

Action: Jim Hoffman to provide a positive signal to the Tour Championship organizers and report back with details and additional responsibilities required of the PCC, if any.

3) Advertising in "What's On" magazine: Leslie Osborne will investigate both advertising the upcoming Novice Clinics in the September issue of this publication, as well as reviewing and recommending ongoing advertising by the PCC in this vehicle.

Round Table Discussion

Nancy Douglas tabled a request from Cheryl Noble for 10 new step-in sliders and new brooms for the Novice and Junior leagues. Ron Boag will instruct Tim Kottsieper to move forward to secure these items.

Next Board Meeting: Thursday, September 24, 2015 at 7:00 PM in the Board Room of the Parksville Curling Club.

The meeting adjourned at 9:20 PM.