

**Victoria Curling Club  
Board of Director's Meeting June  
1, 2017 4:30-6:00 PM**

**Minutes**

Attendees: Marlene Jeffries, Nick Coleman, John Riopka, Mark Stefanson, Neil Campbell, Colin Coughlin, Paul Dixon, Andrew Tam

Regrets: Don McMullen

**1) Call to order**

With quorum present, the meeting was called to order at 4:31 pm by President Mark Stefanson.

**2) Approval of the agenda**

*Motion:* Motion to approve the agenda

*Moved by:* Mark Stefanson

*Seconded by:* Andrew Tam

**CARRIED Unanimous**

**3) Approval of minutes from May 4<sup>th</sup> and May 16<sup>th</sup>, 2017 Board of Director Meetings**

*Motion:* Motion to approve the minutes from May 4<sup>th</sup> and May 16<sup>th</sup> Board of Director meetings

*Moved by:* Nick Coleman

*Seconded by:* Colin Coughlin

**CARRIED Unanimous**

**4) Business arising from previous minutes**

a) No business from previous minutes.

**5) Correspondence**

a) No correspondence

**6) President's Report: M. Stefanson**

a) Last board meeting as president – happy about what has been accomplished over the last four years.

- Thanks to Paul for taking the GM job – he is doing the job well so far and will allow the club to continue successfully.
- Thanks to all board members for their support over the year.

**7) Treasurer's Update: C. Coughlin**

a) Final report from Grant Thornton is in. Similar to what was presented at previous meetings, but need to prepare for AGM meeting and what questions might be posed.

b) Reality is that VCC lost \$66k but these can be attributed to multiple things: membership is down, startup costs for icemaker change, subsidy loss, duplicate wages

c) Paul wants to sit with Colin to discuss the cost of changing icemakers – equipment costs, wage differences etc.

- Colin will set up a time with Paul next week

d) We are moving in the right direction, but we need to continue increasing revenues

e) Shaw/Rogers article about increasing fees for sports channels in sports bars – this will greatly affect all curling clubs. Paul will into the package with Shaw to see if this affects VCC.

## 8) **General Manager's Report: P. Dixon**

- a) Report submitted
- b) Survey results – ice was great, online payment,
- c) Curling IO – nothing more to report yet. Paul will try to find out more information during the 'Business of curling' workshop on June 2-4.
- d) Dart Leagues – they have been in touch about building the facility. We should ask the breweries to help us build the dart area. This is on track.
  - Q from Colin: There might be some issue with members about the crossover between curling and darts in the upstairs lounge. Have you thought about this? Yes, there is plenty of room and it might create a more inviting atmosphere
- e) Bookmarks – looked great and went over well with the book sale attendees
- f) Summer events – 6 upstairs functions happening (4 are bar functions), floor rental from police, possible early August Dance day
- g) ParticipACTION grant for a 'try curling' day came through - \$400.
- h) Inventory cost issue – April will donate her time over the summer to set up the inventory system over the summer so we will be ready for the fall opening.
- i) Gaming grant application is complete - \$96073 was the final ask.
  - While going through grant application, Paul found that 'member-funded' societies were ineligible for gaming grants. The new guide came out in February, but we will not vote on the constitutional change until the AGM.
  - Neil sent this to Curl BC so they can make other applicants aware of this as it was not obvious.
  - Quenton has filed the outstanding reports and Paul will file the report from the last year
- j) Scotties
  - Danielle has secured a couple of sponsors already (at gold level)
  - Committee structure is tentatively in place
  - Paul and Danielle are meeting next week to talk further, then meet every 3-4 weeks to keep the event on track
- k) Harbourcats tickets
  - Not moving that well, but we should bring it up at the AGM.
- l) Branding
  - New sign for front entrance should be ready before the AGM, possibly the back wall sign too.
  - Letterhead is ready as well.
- m) Advertising
  - Met with Ian a couple of days ago – things are proceeding. Mapped the ice and wall opportunities for advertising along with a price list. Meeting with Ian at the end of next week.
  - We should also use our new logo in any empty spots.
  - Add in the Digital Direct logo for all the work they have done for us.
    - VCC will move to have Digital Direct as the exclusive provider of signage for the club, not just the recommended.
- n) Business of Curling
  - Paul and Neil will attend June 2-4 in Kelowna
- o) Liquor license
  - Paul will look into further and report next meeting
  - On June 20<sup>th</sup>, Yvonne and Paul will be attending a Liquor License session discussing the new liquor laws in BC

## 9) **Committee Reports**

- a) **Advertising: N. Coleman**
  - Mentioned in GM report
- b) **Communications: M. Jeffries**
  - Report submitted
  - New newsletter format sent out by GM in May
- c) **Curling Development: N. Campbell**
  - Business of Curling seminar has been the focus.
  - Paul has been working on a lot of Development – Fourfoot camp etc

d) **Finance Committee: C. Coughlin**

- Already mentioned in Treasurer's report

e) **Human Resources: M. Stefanson**

- Former GM has filed a claim with Labour Relations (see submitted document) about outstanding time (303 hours). Time was never pre-authorized or approved – Andrew has taken the lead on this and submitted a document:
- Update:
  - Ken did file a complaint in time (April 11, 2017) – he is within time to start complaint process.
  - June 20 is scheduled as mediation date – mediator's decision is not binding, it would have to go to a higher court.
  - Neil and Mark are committed to attend mediation
  - Unless we're order to pay, we will take a hard line on this issue. The entire board supports this decision.

f) **Ice Management and Safety Committee: N. Campbell**

- Nothing new

g) **Policy Development: N. Campbell**

- Nothing new

h) **Strategic Planning: A. Tam**

- Nothing new

i) **Website: M. Jeffries**

- Report submitted
- Still working on new informational site. The plan is to populate content and present site at the AGM.
- Nothing new on Curling IO

10) **New Business**

a) Sooo Long Bonspiel Guide for organizers – J. Riopka

- Shiny new binder to be placed in the office
- We need an electronic copy
- This could be a living document that continues with development
- From Neil: change the name to the 'Club Bonspiel Guide' for adoption by the club.

b) Proposed Constitutional Change – A.Tam

- Bring to membership at AGM
- Secunder for motion – Nick Coleman

11) **AGM June 15<sup>th</sup>, 2017**

a) Paul will send the package out tonight

- Agenda
- AGM and EGM minutes
- Financials (only a draft at the moment)
- President's report
- Membership documents
- Curling calendar for next year
- Proposed constitutional change motion

b) Send the slate next week as it is not quite ready to be communicated yet

- Slate:
  - Neil Campbell – President
  - VP - **vacant**
  - Treasurer – Colin Coughlin
  - Secretary – Marlene Jeffries
  - Directors returning – Nick Coleman

- Possible candidates: Donna Summer, Trysten Berg, Kristine Dobbell, Stu Fraser, Andrew Komlodi
  - Send out a list of the slate with bios
  - Remind people that the TV's will be raffled off at the AGM. One to be drawn and has to be attended, other
- c) Election process
- Don McMullen is taking the lead on the election process
  - Quenton Lehman will be assisting with sign-in
- d) Food and booze
- Bar can be open with 2 taps available – 6:30pm.
  - Give out tickets for TV and place draw at end of night
  - Snacks/food – let's leave it with bar snacks. Paul will ensure that it is stocked.

12) **Next Board Meeting?**

- a) TBD

13) **Adjournment**

- a) Adjourned at 5:51pm.