



Victoria Curling Club

Board of Director's Meeting,
December 6th 2017 Minutes

Attendees: Neil Campbell, Mark Stefanson, Stu Fraser, Marlene Jeffries, Nick Coleman, Kristine Dobell, Andrew Komlodi, Paul Dixon, Donna Somer

Regrets: Colin Coughlin, Trystan Berg

1) Call to order

With quorum present, the meeting was called to order at 5:37 pm by President Neil Campbell

2) Approval of the agenda

Motion: Move to approve the agenda for the November 8th, 2017 VCC Board Meeting.

Moved by: Stu Fraser

Seconded by: Nick Coleman

APPROVED

3) Approval of minutes from October 4th and November 8th Meetings

Motion: Move to approve the minutes from the October 4th, 2017 VCC Board Meeting.

Moved by: Stu Fraser

Seconded by: Nick Coleman

APPROVED

Motion: Move to approve the minutes from the November 8th, 2017 VCC Board Meeting because there was no quorum at the last BOD meeting

Moved by: Stu Fraser

Seconded by: Nick Coleman

APPROVED

4) Business arising from previous minutes

- Photos and bios of board members for club and website
 - Paul has received most but still have a few outstanding. He will send out a reminder to the Board to get them in asap.

5) Correspondence

- No correspondence to be discussed

6) President's Report: N. Campbell

- No written report submitted; oral report given.
- GM performance review
 - Neil, Mark and Marlene to sit on review committee
 - Need to review the overall goals to make them more measurable
 - Board governance refresh - what does the board do? what does GM do? To be discussed at January board meeting in the new year.
- Scotties
 - Sponsors - give complimentary tickets to WFG, Victoria Police. Suggestions for one more sponsor to invite - possibly the HarbourCats
 - Caledonia Distillery/Brewery - visit scheduled to see if they are interested in sponsorship
- Brine Pump issues
 - To be addressed in GM report
- Lease
 - City has asked us to back off for now.
 - Affects our grant applications
- VCC Story
 - Using NCC form as a template. Paul will fill in and send to board.
- Grants
 - Capital grant
 - City grant being worked on currently. Lease and 'our' story are needed for this.

7) Treasurer's Update: S. Fraser

- Bar, Pro shop doing well, membership fees tracked well to the proposed model.
- Dues, membership - some money still outstanding
- Expenses:
 - Big expenses: Exhaust fan, Goldline invoice needs to be paid, brine pump
- Question from Kristine D: Visa fees are higher in 2016-2017 - why?
 - Answer: Paul Dixon. Values haven't been entered yet for fees. There are more online payments so it will be increasing.
- League members - evening leagues up, daytime leagues down a bit.
 - New teams in some leagues
 - Quality of ice has made a difference

8) General Manager's Report: P. Dixon

- Brine Pump issue
 - Summary document submitted by General Manager
 - Something is going wrong with the pump - it is well over 30 years old.
 - Accent Refrigeration has visited
 - a) Removed pump last month. There were going to see if they could create and replace the bearings, but could not open it. Replaced back into systems as is so we would not lose our ice and season. Brine pump has been sourced, but it

will take 4-8 weeks for delivery.

- b) Not much we can do about the risk we are currently in - we just hope it lasts. If current pump lasts the season, then we will install the new pump in the offseason - quote supplied by Accent for this work - ~\$15k - includes work.
- c) Accent recommends installing VFDs (variable frequency drive) on pumps - energy savings. Accent thinks this could save up ~10k per year.
- d) If pump arrives early, and existing pump fails, Accent thinks they can put the new pump into the existing piping without losing the ice. Not a full time fix but would keep us running. There is a cost associated with this situation, so we should only do this if absolutely necessary.
- e) From Andrew (Ice and Safety Committee)
 - a) It's obvious that the brine pump is past a critical point
 - b) Recommendation: Get formal board approval to purchase the brine pump on an urgent basis.
 - c) Where is the money coming from? Operating or reserve fund? If we take from the reserve, this cost needs to go to the RGC to raise the money to replace it in the reserve fund.
 - d) We should not delay any longer. Motion should come from the Ice and Safety Committee.

Motion: Given the recommendation of the member-lead Ice and Safety Committee, the board of directors moves to direct the General Manager, Paul Dixon, to purchase a new brine pump using funds from the Capital Reserve Fund to expedite shipment.

Moved by: Andrew Komlodi

Seconded by: Mark Stefanson

APPROVED

- RG Properties hydro issue
 - RG Properties controls our hydro bill. They read the meter and bill us - we do not pay BC Hydro directly.
 - The meter is in their building, not ours. Paul will be making enquiries about how this happened since the SOFMC is much newer than our building.
- Scottie's update - K. Dobell and P. Dixon
 - Everything is moving along - Danielle is doing a great job
 - Next meeting is Dec 14th - dress rehearsal of opening ceremonies
 - Only issue - need more volunteers. Have about 40, need 80ish
 - Volunteer needs:
 - a) Stats people - likely filled now.
 - b) Security, social and hospitality still needed
 - c) Ticket sales needed

- Q from Neil: at Esquimalt Curling Club, there were no posters - why? Donna - there were 3 up, but they may have been removed - Neil will check.
- 65 years of WC: Mark Stefanson
 - Kickoff at Scotties
 - Afternoon tea on Feb 24th, poster complete
 - a) Mayor will be attending
 - Banner unveiling ceremony - Dec 13 after women's morning league.
 - a) Use as a promo for the Scotties, the Tea, the Daffodil
- League rep reports
 - Marlene to correct the minutes, then send to Paul to forward to the league reps.
- VCC Christmas party
 - Dec 23 mid-afternoon?
 - Paul to send invitation to board, staff, volunteers, sponsors

9) Committee/Team Reports

- Communication and Marketing Team - M. Jeffries
 - Report submitted
 - Newsletter complete and ready for distribution
 - Website minutes updated
- Curling Programs and Services Team - T. Berg
 - Report submitted
 - Comment from Nick Re loaner equipment.
 - a) Paul is looking for ideas to deal with rental equipment - the equipment is getting used and breaking down. There needs to be some expectation that people will buy their own items. Possible solution - provide a pro-shop credit to new curlers in their first or second year to entice them to buy equipment.
 - b) Cody has been looking for rental shoes - has found some that cost \$48, but requires an investment up front.
 - c) From Andrew - what about upping the new curler membership to \$35 and including a gripper?
 - d) Ice and Safety committee will discuss and come back with ideas
- Finance Committee - Stu Fraser
 - Discussed above.
- Ice Management and Safety Committee - A. Komlodi
 - Brine pump discussed in GM report
 - Cody finished wishlist - lots of other projects to think about after the brine pump fix.
 - Can use the extra manpower for the RGC
- Management Team - N. Campbell
 - Nothing to discuss
- Membership Recruitment and Retention Team - N. Coleman



- Report submitted
- Revenue Generation Team - Colin Coughlin
 - Report submitted

10) Other Reports

- No other reports

11) New Business

- No new business

12) Next Board Meeting: January 10th, 2018 at 5:30 pm

- We should try to get the downstairs room if possible

13) Adjournment

Motion: Move to adjourn meeting at 18:54pm.

Moved by: Stu Fraser

Seconded by: Nick Coleman

APPROVED

Meeting adjourned at 18:54pm.