



## Victoria Curling Club

Board of Director's Meeting,  
April 4th 2018 – 5:30-7PM  
Minutes

**Attendees:** Neil Campbell, Stu Fraser, Marlene Jeffries, Nick Coleman, Kristine Dobell, Andrew Komlodi, Paul Dixon, Donna Somer, Colin Coughlin, Trystan Berg, Stu Fraser

**Regrets:** Mark Stefanson

### 1) Call to order

With quorum present, the meeting was called to order at 5:33 pm by President Neil Campbell

### 2) Approval of the agenda

*Motion:* Move to approve the agenda for the April 4th, 2018 VCC Board Meeting.

*Moved by:* Stu Fraser

*Seconded by:* Nick Coleman

**APPROVED**

### 3) Approval of minutes from March 7th, 2018 meeting

*Motion:* Move to approve the minutes from the March 7th, 2018 VCC Board Meeting.

*Moved by:* Stu Fraser

*Seconded by:* Nick Coleman

**APPROVED**

### 4) Business arising from previous minutes

#### a) Lease update

a) The priority is the lease, we can't wait around for a Strategic Plan so we will move forward.

b) From Colin: contact with the city to request second meeting to discuss what the city wants. If we renew the lease (modified somewhat), to get commitment from the city to ensure a long-term location to be able to apply for grants. City has not yet responded but Colin will follow up.

#### b) Coast Capital - From Colin: no action on this yet

## 5) Correspondence

- a) Email from Scott Braley (Curl BC): Discussing the June 17 AGM - thanks to VCC for everything done this year.

## 6) President's Report: N. Campbell

- a) Seminar on making championship ice with Dave Merklinger - does not address ammonia leak, but should. Paul, Cody and Andrew will be thinking about how to move forward with this with CurlBC.

### b) Contracts:

#### a) Good Fellows contract:

- a) Out of date by a year - should have been renewed in September. Club has changed a lot.
- b) Anything over 6 months needs to be sent out for RFP
- c) We have had comments from members that the food and services is not as desired. Paul has had equal good comments as well.
- d) Before GF, we had our own food service that was not sustainable so we moved to contract.
- e) In June of last year, Paul and Quentin had a discussion with GF regarding food options and hours
  - a) GF was open to change, until recently due to staffing issues. unfortunately it was during our busy season.
- f) Hockey contract going ahead - looking for some significant catering for the event - 3 meals/day for ~100 people.
- g) The board should review with GF before RFP is written. We need to give GF the expectations of the club before the RFP.
- h) Colin, Paul and Marlene will take on the RFP for the food services. We need to give 90 days notice for termination, renegotiation etc. It would be very helpful to have John Riopka's advice.

#### b) Busy March at the club

- a) Bonspiels full, volunteer appreciation event was a success. Contacts made with the city.
- b) Thanks to Andrew Giles at the volunteers reception, we have a lead with one of the City or Victoria Councillors – Marianne Alto – Neil will be following on a meeting with her.

#### c) Gold Shield award

- a) Award has been postponed to the AGM in September
- b) What about the rest of the volunteers? Can we establish other awards or

- long-term service awards to recognize others?
- c) What does CurlBC have? We can nominate someone from the club and recognize that way
- d) Neil is working with Colin and Paul on lease negotiation with the city -following on the planning meeting earlier in March - Colin is setting a date with the city and I am working with Paul to create a short narrative document.
- e) Neil is also reviewing the terms of all the extant teams and committees.
- f) Neil has circulated Trystyn's draft program plan to Deb and asking them to start working on some planning for next year - Paul and Deb have already worked out a preliminary schedule for next year. We need to think about the desirability and timing for the next League reps meeting.

#### **7) Treasurer's Update: S. Fraser**

- a) Still working on the sums - at the moment, revenue up \$118, expenses up \$80. We expect a loss of \$20-40k. A break even is not out of the question yet, pending further analysis.
- b) From Paul: Right now cash flow is looking good

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

- a) Sue Tam is leaving us - off to Kelowna. Andrew has accepted a position as a provincial court Judge. Sue will be here through the end of April. Paul will look into finding a replacement.
- b) Proposed Schedule for 2018/19 year was distributed
  - a) Leagues to end in mid-march, but should be able to have the 20-24 league dates expected.
  - b) Confirmed with Curl BC:
    - a) Island men's playdowns in December
    - b) Mixed doubles playdowns in January
  - c) Lots of rental bonspiels
  - d) PCMCA Provincial Championships in March
- c) Junior hockey
  - a) Still need to sign contract: \$13k in cash + 6 VIP packages. Will also get a booth to sell VCC stuff - unsure if it will be at VCC or SOFMC.
  - b) They are looking for catering as well.
- d) Bonspiel summaries subject to final review
  - a) Daffodil - \$1800 profit, \$4k bar revenue
  - b) Thunderbird - \$3300 profit, \$10k bar revenue
  - c) Soo Long - close to break even. \$7k bar revenue
- e) Sport BC

- a) National sport trust fund has been approved. Live on their webpage now. Paul needs to login to the backend before distribution to members and public.
- b) On website: Donate now - NSTF - Curling - VCC
- f) Rotary grant
  - a) Paul has applied - they will be back in touch with us
- g) Summer
  - a) Footsal possibility - tournaments during the summer
- h) Blues Bash - August
  - a) On hold for now - details to follow
- i) Darts
  - a) Wrapping up soon - Monday at end of April, Thursday ends tomorrow
  - b) They are still looking for venues for more teams - possibility for a Tuesday league.
  - c) Paul will be talking with them more over the summertime.
  - d) Costs to club - \$350/team for year. VCC sponsored 4 teams this year. We have broken even on them this year.

## 9) Committee/Team Reports

- a) Communication and Marketing Team - M. Jeffries
  - a) Newsletter - we will try for end of April - Paul will send an email to league reps for end of year results.
  - b) Branding document from Digital Direct is finalized.
  - c) Gift of house to Digital Direct for the following year - Paul to follow up.
- b) Curling Programs and Services Team - T. Berg
- c) Finance Committee - Stu Fraser
- d) Ice Management and Safety Committee - A. Komlodi
- e) Management Team - N. Campbell
- f) Membership Recruitment and Retention Team - N. Coleman
  - a) Document submitted
- g) Revenue Generation Team - Colin Coughlin

## 10) Other Reports

- a) No other reports

## 11) New Business

- a) Past-President's luncheon
  - a) This luncheon has been cancelled for the last couple of years.
  - b) The Past Presidents would like the luncheon reinstated. Board members will be invited . Neil will organize.
  - c) How do we entrain them into roles that will be helpful to the club? Can they help tell our story?
- b) Protocol for deceased members

- a) If a member is sick or has passed, Neil usually writes to them. We need a protocol to deal with this situation.
- c) Hosting a brier - last brier in Victoria was in 1984.
  - a) Through Mark's contacts with Curl Canada, it is possible for Victoria to host a brier in 5 years.
  - b) Neil will start the exploratory process.
- d) Indigenous games
  - a) Neil will follow up with the city on VCC being a venue. To be held in 2020.
  - b) From Andrew: Can we build an indigenous program?
- e) Difference between Advertising, Sponsorship and Partners
  - a) We need a policy to address the differences
  - b) How to address in-kind contributions? A formal policy would assist.
- f) Contracts
  - a) Under president's report

## **12) Next Board Meeting: May 2, 2018**

- a) Wednesday's 5:30 - first of month.
- b) AGM Sept 13th.
- c) Budget meeting in June BOD meeting.

## **13) Summer Priorities (in no particular order)**

- a) Lease
  - a) Highest priority for sure.
  - b) Colin, Neil and Paul
- b) Revenue - Capital Gaming Grant
  - a) Paul and the Revenue Generation team
- c) Program Development/Revenue Generation
  - a) How can we entrain LGBTQ, Indigenous, Immigrant Refugees?
  - b) Membership committee. Andrew, Paul, Deb, Carley
- d) Facilities
  - a) Roof, brine pump, renovations
  - b) Paul, Colin, Cody
- e) Strategic Plan
  - a) Partner with City to undertake a feasibility study within the city.
  - b) Legacy foundation (Quentin)
  - c) Andrew, Quentin, John Coombs, Jack Bowman + board members
- f) Contract renewals
  - a) Ian Batey, Paul Dixon need contract renewals
  - b) Cody Hall has another year in his contract
  - c) Neil and Executive committee
- g) Good Fellows contract



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- a) Colin, Paul, Marlene, Andrew
- h) Insurance
  - a) Paul, Colin, Stu
- i) Safety procedures and protocols
  - a) Paul and Safety committee

#### **14) Adjournment**

*Motion:* Move to adjourn the April 4th VCC Board of Directors meeting at 7:07pm.

*Moved by:* Stu Fraser

*Seconded by:* Nick Coleman

**APPROVED**