

Victoria Curling Club

Board of Directors' Meeting,
August 8th, 2018 – 5:30-7PM
Minutes

Attendees: Neil Campbell, Marlene Jeffries, Paul Dixon, Nick Coleman, Mark Stefanson

Regrets: Colin Coughlin, Stu Fraser, Andrew Komlodi, Trystan Berg, Kristine Dobell, Donna Somer

1) Call to order

With no quorum present, the meeting was called to order at 5:32 pm by President Neil Campbell.

2) Approval of the agenda

Motion: Move to approve the agenda for the August 8th, 2018 VCC Board Meeting.

Moved by: N/A

Seconded by: N/A

No Quorum - Not approved

3) Approval of minutes from July 11th, 2018 meeting

Motion: Move to approve the minutes from the July 11th, 2018 VCC Board Meeting.

Moved by: N/A

Seconded by: N/A

No Quorum - Not approved - Move approval to next meeting

4) Business arising from previous minutes

a) No business from previous minutes

5) Correspondence

- a) Team Finland is attending the World Mixed Championships in Kelowna and would like to come to Victoria beforehand for games and practises.
- i. Arrival on Monday October 8th (Thanksgiving)
 - ii. Practise and game on Tuesday
 - iii. Practise and game (or 2 games) on Wednesday if possible
 - iv. Leave for Kelowna on Thursday October 11th.
 - v. Contact is Leo Mäkelä - Marlene will give Leo Paul's contact information

6) President's Report: N. Campbell

- a) In late July, Paul and I attended a meeting with Mayor Lisa Helps and Thomas Soulliere, the head of the City of Victoria Park and Recreation. It was an informal discussion and we focused on the need to have some certainty in our relations with the City through either a new lease or a letter of support. We also discussed the issues we are having in competing with other municipally-subsidized clubs, particularly ECC, and the challenges related to parking and the hydro meter. The mayor didn't really want to hear about the economic benefit we bring to the City, I think she gets that: she focused on our initiatives to become more integrated into the community, and provided us with some ideas and leads to follow up. We gave her a timeline of a year to get something definite from the city, which she thought was reasonable – she made no commitments, but did state words to the effect that “the Victoria Curling Club isn't going anywhere” for what it is worth.
- b) The VCC business plan was completed and forwarded to the city office handling the lease – the latest update from Colin was that the lease manager would be meeting with the mayor this week, to follow up with our meeting with her earlier in July, and thereafter we can expect to have a date set up to move the lease issue along.
- c) Following up from discussion Paul, Deb and I had at the CurlBC meetings in June, I met for coffee with Todd Jones, the President of JDFCC, to discuss cooperation amongst all 3 clubs. We set the first priority as working towards coordinating youth development and particularly the junior curling programme. On behalf of JDF, Todd was very keen to do this, and had some good ideas. I also met with Samantha Sherman, the President of Esquimalt CC. We also talked about cooperation, particularly around youth programmes, as well as in charging CurlBC fees and implementing one regional spare fee for all 3 clubs.
- d) Paul, myself, and Claire Chiswell, one of our UVic curlers, met with UVic Athletics and Recreation regarding growing the club as well as developing a high performance curling strategy. Curling is not a varsity sport at UVic, in the same way as rugby, but they are willing to give the Vikes curling club all the support they can. They are open to the development of a high-performance curling strategy. I will be setting up a meeting with Camosun College recreation and athletics as well.
- e) Thanks to contacts from the Victoria mayor's office, I have set up tentative meetings with the Victoria Quadra street mosque, and the Esquimalt first-nations to discuss curling opportunities.
- f) Paul and I have been discussing the strategy in applying for the Community gaming grant, which we plan to pursue in 2018/2019, particularly in connection how to come up with the matching funds. This is something that will be reported upon in at the AGM in September

7) Treasurer's Update: S. Fraser

- a) Budget - Neil asked Stu and Paul to create a budget for next meeting and AGM
 - i. Goal for 2018/2019 season - \$20k improvement which brings us to even.

8) General Manager's Report: P. Dixon

- a) Office Administrator
 - i. I am pleased to inform that I have hired Marilyn Davies as our new Office Administrator. Marilyn is currently employed by Panorama Rec Centre, and was the Volunteer Coordinator for the BC Scotties that was held at the VCC in January. Marilyn will be working a few hours through the month of August - starting today actually - and will start regular shifts in September.
- b) Worksafe Update
 - i. The Victoria Fire Department and Accent (Ian Welle) will be at the Club to go over our Ammonia Exposure Plan, and our Fire Safety Plan. These will be forwarded to WorkSafe BC to complete our requirements under their regulations.
 - ii. Looking at September 25 as tentative date for running an Evacuation Drill, during the Commercial League (1pm).
- c) Registration Opens
 - i. Registration through Curling I/O opened August 8 at 12:01am, and we have already received several entries and payments through the system. Things are working as expected.
 - ii. Nick Coleman and I worked to tweak the league fees for this season, again basing on number of dates available to curl. Discounts have been put back to dollar figures, rather than percentages. With the Membership "Maintenance" Fee dropped to \$25 from \$35, we have increased league fees by \$10 on most leagues, which should project to a similar revenue figure as last season, with extra revenue coming in via the new Monday Morning Senior Select league from Glen Meadows.
- d) Adult Learn to Curl (ALTC)
 - i. We will be running two separate half-season ALTC's this year, neatly separated by Christmas.
- e) Rentals
 - i. I should know later this month about what exact plans the IIHF has for the Club over Christmas during the World Junior Championships. The Rock Gem and Mineral Show that was at the Club in July was a success, and they have rebooked for June next year. We are starting to receive rental inquiries for space during the season - October 27 has been booked upstairs for an Ultimate Tournament wind-up ~ 175 people with bar/food.
- f) Pool and Darts Leagues
 - i. Darts are returning to the Club upstairs on Monday and Thursday nights, with us sponsoring 4 teams to play out of the VCC. This allows us to have a league night every week.
 - ii. Andrew McNellis (Shaw Plumbing) has secured two pool leagues, on Monday and

Tuesday nights to play out of the Club as well. These leagues run September - April, providing extra exposure to the Club, extra revenue to the bar, and a more vibrant atmosphere upstairs.

- g) Startup
 - i. We will be starting the plant on August 15. Last Pickleball date is August 16.

9) Committee/Team Reports

- a) **Communication and Marketing Team - M. Jeffries**
 - i. Marlene will be calling a team meeting before the next board meeting to develop a plan for 2018/201919 season
- b) **Finance Committee - Stu Fraser**
- c) **Ice Management and Safety Committee - A. Komlodi**
- d) **Management Team - N. Campbell**
- e) **Membership Recruitment and Retention Team - N. Coleman**
- f) **Revenue Generation Team - Colin Coughlin**
 - i. This team needs another meeting before September to discuss goals
- g) **Strategic Planning Team - A. Komlodi**
 - i. Andrew and team are liaising with Rob and Lisa from Elevate Consulting and that we are planning on completing a first-cut strategic plan draft by September or early September.
- h) **Lease renewal - Colin Coughlin**
 - i. Topic was addressed in President's report

10) Other Reports

- a) Food services contract – Neil Campbell/Colin Coughlin/Paul Dixon
 - i. The team met with Mark and Ola on July 23rd to suggest improvements to the contract:
 - a) Food upstairs late
 - b) Outside food
 - c) Alleviating lineups during busy period
 - d) Alternative catering (food) options
 - e) Pot lucks for league events
 - f) Term of contract and commission
 - ii. The board needs to have a contract ready to be voted on by the next board meeting. Colin to call a meeting.
 - iii. From Nick: What about asking GoodFellows to provide advertising? ie targeted facebook posts, leaflets within North Park. Paul to investigate.

11) New Business

- a) Senior discounts



Home of Curling Excellence

- i. Should we approach the membership to phase out senior discounts as antiquated?
Raise this issue at the AGM
- b) AGM
 - i. The board needs to provide an agenda to the membership 14 days before the meeting

12) Next Board Meeting: Wednesday, September 5th, 5:30 to 7:00 pm

13) Adjournment

Meeting adjourned at 6:43 pm