



Victoria Curling Club

Board of Directors Meeting,
January 10th 2018 –
5:30-7PM
Agenda

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

Regrets: Stu Fraser

1) Call to order

With quorum present, the meeting was called to order at 5:29 pm by President Neil Campbell

2) Approval of the agenda

Motion: Move to approve the agenda for the January 10th, 2018 VCC Board Meeting.

Moved by: Mark Stefanson

Seconded by: Nick Coleman

APPROVED

3) Approval of minutes from December 6th Meeting

Motion: Move to approve the minutes from the December 6th, 2017 VCC Board Meeting.

Moved by: Mark Stefanson

Seconded by: Nick Coleman

APPROVED

4) Business arising from previous minutes

- a. Lease renewal update - C. Coughlin
 - i. We are currently waiting for the City
- b. Brine pump - P. Dixon
 - i. Brine pump has been ordered. Currently en route.
 - ii. 2/3 down payment on cost and installation. Last 1/3 due at installation when Accent renders the final bill.
- c. Photos and Bios - all
 - i. Was put on hold due to events over the holidays but there are still a couple of outstanding bios.

5) Correspondence

- a. Request for funding - Reese-Hansen Junior Team

- i. Junior girls won the provincials. Curling Canada cut back on the funding compared to other years. Our policy is to give \$100 per VCC members (only 3 are members)

Motion: Recommend that VCC offer the team \$400 in consideration that the coach, Todd Troyer, is also a member of VCC.

Moved by: Mark Stefanson

Seconded by: Colin Coughlin

APPROVED

- b. International Tankard
 - i. Held in Seattle - a club volunteer is usually nominated to attend.
 - ii. Neil will ask for more information and send to the board

6) President's Report: N. Campbell (Oral)

- a. Visit to Caledonia Distillery with Cody and Brewery went well - it was passed on to Paul and Cody to follow up.
- b. GM's performance review - held January 5th. Notes will be circulated soon.
 - i. Paul had ideas on priorities in his review
 - ii. Newsletters and updates - Paul will continue his updates, Neil updates, the Tee-Line is for leagues.
- c. VCC narrative document
 - i. Will be asking Ian Batey to assist with this
- d. Neil had a chat with Mayor at the Opening Ceremonies
 - i. Need to follow up on this.
 - ii. Lisa Helps is invited to the 65th Tea
- e. Sponsor's reception at the Scotty
 - i. Silk Road Tea was unable to attend, Victoria Police Dept and WFG attended.
- f. Fundraising
 - i. Who is going to write the grants? Who is going to take the lead? Paul will take the lead but someone on the board to help (on a grant by grant basis)
 - ii. From Nick - are there not grant writers that will work on contingency?
 - iii. Will be asking Ian Batey to create a template - something that includes our 'story'
 - iv. Need a separate fundraising campaign to replace Capital Funds that we've been drawing on.
- g. BC Scotties raffle prize
 - i. Chuck Palmer won the prize but is unable to use it but wants to donate it back to the club for \$ to help with the brine pump
 - ii. Could be a potential issue - perhaps he should auction it off or sell it, then donate the money to the club should he choose to do so.
 - iii. Danielle Callens might have a buyer for the package.

7) Treasurer's Update: S. Fraser

- a. No update

8) General Manager's Report: P. Dixon (Oral)

- a. BC Scotties - P. Dixon, K. Dobell, D. Somer
 - i. Good feedback from the committee but the numbers are not final yet.
 - ii. Danielle Callens (chair) will be sending a report to Neil and Paul who will forward to the board.
 - iii. Ice had great reviews.
 - iv. Suggestion that we should do this again next year - or make a bid for the men's event.
 - a) Revise the old bonspiel policy
 - b) We should be hosting these type of events. Who approaches CurlIBC?
 - v. From Donna - the energy in the club was great. It was fun and rewarding.
 - a) Volunteers are willing, but no one is willing to lead.
 - b) If we want to make a bid, we should have someone in mind to chair the event (for 2019 or 2020)
 - vi. Volunteer appreciation event
 - a) We should be doing this soon.
 - b) Membership team will organize this
- b. Ammonia
 - i. Work Safe BC
 - a) Did an inspection at VCC in the wake of the Fernie accident
 - b) Paul will circulate the full report from Work Safe BC
 - c) Cody and Paul will be writing new procedures for safety by end of month in order to comply with Work Safe BC recommendations
 - d) Evacuation plan, self risk assessments, policies concerning the ice plant
 - ii. Tech Safe BC has a safety order issued on December 22, 2017
 - a) We have until Jan 19th to comply with everything in the order or they will be asking places to close
 - b) Threshold that compressors operate on - 50 kW. Our plant is rated higher than that - the order calls for the building to be staffed 24/7 by qualified personnel (class 4 power engineers).
 - c) Accent Refrigeration (Ian) is aware of the safety order and has been in touch with the local Tech Safe BC officer. He recommends that we remove the secondary compressor to comply with the power threshold. The secondary compressor is only used on start up (beginning of season)
 - iii. Curl BC
 - a) Does not know how many clubs in BC are affected by this (Nanaimo CC for sure). There will unlikely be political or legal action, but they have supplied advice.
 - b) We should ask for money from the city to upgrade the ice plant.
 - iv. Ice Facility Operator course
 - a) The course gives a certification - there will be a course held in Victoria at end of March. Cody will be attending.
- c. Other tidbits
 - i. TC book sale - confirmed for this year.
 - ii. Hockey Canada - discussed about renting the space out over the holidays next year.
 - iii. Half season learn to curl added - 10 people registered already
 - iv. New Horizons for Seniors grant was approved. ~19k, earmarked for roof on south side (above sheet 1).

- v. New chairlifts in building from Citywide Scooters and Wheelchairs (Art Bamford)
 - a) They were well used during the BC Scotties event.
 - b) Need to send them a formal note of thanks
 - c) Feature them in the next Tee-Line
- vi. Sooo Long bonspiel
 - a) No committee yet, but there are entries
 - b) Nick will send an email to the committee from last year asking for volunteers
- d. 65th Anniversary celebration
 - i. Banner was unveiled mid December.
 - ii. The anniversary tea tickets are for sale - Feb 24th
 - a) 2 sponsors Silk Road Tea, Murchies
 - b) Some donations coming in already
 - c) Mayor has been invited (Lisa Helps)
 - d) MLA has also been invited (Carol James)
 - e) Currently working on the seating of the head table.
 - f) Hosted by the board of directors - encourage all board members to attend.
 - g) Slideshow will be put together as well.

9) Committee/Team Reports

- a. Communication and Marketing Team - M. Jeffries (Oral)
 - i. Newsletter released in December. These are aimed at allowing leagues to provide updates to other club members.
 - ii. Website updates for bonspiels, minutes
 - iii. Bonspiels (both Mens and Ladies) put onto bonspiel.net
- b. Curling Programs and Services Team - T. Berg
 - i. No report
- c. Finance Committee - Stu Fraser
 - i. No report
- d. Ice Management and Safety Committee - A. Komlodi
 - i. No report
- e. Management Team - N. Campbell
 - i. Paul is on a 1 year contract - up for a renegotiation this in April. Performance review was completed for this reason.

Motion: The board of directors, based upon the General Manager's successful performance review, recommends an immediate bonus of \$500 as a token of the board's appreciation for all the extraordinary work over the last 9 months including the BC Scotties.

Moved by: Nick Coleman

Seconded by: Mark Stefanson

APPROVED

- f. Membership Recruitment and Retention Team - N. Coleman



- i. No report
- g. Revenue Generation Team - Colin Coughlin
 - i. No report

10) Other Reports

11) New Business

- a. Scheduling AGM - N. Coleman
 - i. Suggested last year that the AGM should be moved to September - it could be held in conjunction with registration.
 - ii. The AGM must be held within 5 months of the fiscal year.
 - iii. We should consult about this with the league reps.
 - iv. This years suggested date is Thursday September 13th, 2018.

Motion: Recommend that the VCC board set the date for the 2018 AGM to Thursday September 13th, 2018.

Moved by: Nick Coleman

Seconded by: Marlene Jeffries

APPROVED

Neil will follow-up with consulting with the League Reps about the date change.

12) Next Board Meeting: February 7th, 2018

- a. Marlene will be away for this meeting. Kristine will take minutes in her place.
- b. Mark will also be away for this meeting.

13) Adjournment

Motion: Move to adjourn the January 10th VCC Board of Directors meeting at 7:03pm.

Moved by: Mark Stefanson

Seconded by: Nick Coleman

APPROVED