



**Victoria Curling Club**

**Board of Directors  
Meeting August 12th,  
2019 6-7:30PM  
Minutes**

**Attendees:** Colin Coughlin, Marlene Jeffries, Paul Dixon, Stu Fraser, Mark Stefanson, Kris Dobell, Harold Trenchard

**Regrets:** Mariah Coulombe, Neil Campbell, Andrew Komlodi, Donna Somer

**1) Call to order**

With quorum present, Vice President Colin Coughlin called the meeting to order at 6:04pm.

**2) Approval of the agenda**

*Motion:* Move to approve the agenda for the August 14th, 2019 VCC Board Meeting.

*Moved by:* Harold Trenchard

*Seconded by:* Stu Fraser

**APPROVED**

**3) Approval of minutes from July 15th, 2019 meeting**

*Motion:* Move to approve the minutes for the July 15th, 2019 VCC Board Meeting.

*Moved by:* Harold Trenchard

*Seconded by:* Stu Fraser

**APPROVED**

**4) Business arising from previous minutes**

a) Follow up meeting from new Food Services contract as concerns catering from outside the club

**a) Action Food Services Committee to draft a policy regarding outside caterer requests.**

a) Policy should address:

a) Want to avoid outside catering that is not food safe ie no potlucks. Need to define what is 'professional' in the policy.

b) Define the rules of what is 'allowed'.

b) Rough draft of policy as soon as possible. Show to Ola as courtesy.

- c) Should reference that none of GF items are used (utensils, kitchen)

**5) Correspondence**

- a) No correspondence

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

- a) Draft AGM report for review and consideration
  - a) Very complete, need feedback on sponsors (mention all or none).
  - b) Need to mention Food Services policy (non exclusivity is mentioned)
- b) Approval of Reciprocal Club Policy
  - a) Discussed in March, no movement forward yet.
- c) November 2016 EGM policy
  - a) Needs to be altered regarding the Gaming grant eligibility and restricted fund (listed as a contingency, but could be labeled incorrectly?)
  - b) Makes VCC ineligible for the capital gaming grant, not the operating grant that we normally receive
  - c) **Action: Colin will find out BC Community Gaming Grants definition of a restricted fund**

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

- a) Review of annual financial statement
  - a) Received financial statements from accountants
  - b) VCC made \$2200 approximately during 2018-2019 season.
    - a) Fees/revenues up \$20k
    - b) Bar revenue up \$10k.
    - c) Admin expenses -\$15k.
  - c) Paul and Stu to meet to discuss upcoming year's budget before AGM
  - d) Upcoming year missing revenue
    - a) Hockey Canada - hopefully offset with fees, new league, new members
    - b) Membership - likely up ~\$25k this year.

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

- Financials
  - Short story, \$2K in the black. Driven by new leagues (ALTC increase, Monday Morning League from Glen Meadows), lower expenses, and bar/pro shop revenue.
- Registration
  - We opened registration up on July 15. For the period between July 15 - July 31, registrations were limited to returning teams to the Club, as many of our leagues last year were at or near capacity, and with the expected influx of curlers from Juan de Fuca, we wanted to ensure that current VCC curlers had the first opportunity to play.

- We decided on going with a \$200 Team Deposit for leagues where teams are formed in advance of the season - this has proved to be a resounding success, at least from a “keeping tabs on entries and ensuring that everyone who is entering is on a team” standpoint. Individual entries still are required, with the initial \$200 deposit getting refunded or credited back to the person who originally put that down.
- To date, we have received \$146,182 in entries, with \$120,303 being already collected. We have 96 new curlers to the club registration process - which would include curlers who previously would have played in bonspiels and the like over the past couple of seasons as well.

Senior Select League is FULL

Monday Evening Ladies is FULL (1 team for a bye available)

Monday Night Men’s is FULL (1 team for a bye available)

Wednesday AM Ladies is FULL

Wednesday Night Men is FULL (1 team for a bye available)

Thursday Masters is FULL

Thursday OPEN is FULL

Broom Under Water is FULL

TGIF has 2 spots (individual spots) available

Friday Night Mixed has one draw FULL, now tipping into 2nd draw

- The “deposit” registration system is working to the point where we may ask teams to put a deposit down at or very near the end of this season to reserve their spots for the following season. This would certainly help us from a cash flow perspective in the summertime.
- Lounge Renovation
  - Is on track for a September 7 opening (for a private party). Flooring has been purchased, lighting is largely installed, paint is starting to happen.
  - New name has been proposed for the lounge in conjunction with its makeover: “8’s” or “Eight’s”
  - Because:
    - 8 sheets
    - 8 ender
    - 8 stones
    - 8 players

- 8 foot
  - 8's
- Grants
  - A grant was filed with the Victoria Foundation to pay for a rental/school shoe program. It is not looking like we'll be able to take advantage of this funding, although the application itself was well received. There is wording in the framework of the Victoria Foundation that does not allow it to make grants that will be "re-granted" - and in order to qualify for a VF grant, we need to have a charitable organization CRA number, which we get through Sport BC/NSTF (as a conduit for the funds). Curl BC is currently liaising with the VF to see if there is a way around this restriction.
- Miscellaneous
  - Yvonne will not be returning to the bar this year due to increased work commitments.

#### 9) Committee/Team Reports

- a) Communication and Marketing Team - M. Jeffries
  - a) Meeting on Thursday August 16th to discuss the Communications strategy for the upcoming year
- b) Finance Committee - Stu Fraser
  - a) Insurance - currently our policy is undervalued. This needs to be addressed with considerations of the lease.
- c) Management Team - N. Campbell
  - a) No report
- d) Membership Recruitment and Retention Team - K. Dobell
  - a) Nothing to report
- e) Revenue Generation Team - Colin Coughlin
  - a) Meeting on Friday August 16th to discuss financials and grants
- f) Strategic Planning Team - A. Komlodi
  - a) Finalization of club strategic plan
    - a) Teams need to submit how our committees align with the draft Strategic Plan
    - b) Action for all committees to submit contributions to the Strategic Plan before AGM**
- g) Lease renewal - Colin Coughlin
  - a) Still month to month, nothing settled yet.

#### 10) Other Reports

- a) Nomination Committee Report: Mark Stefanson
  - a) Action: Everyone on board needs to send ~3 paragraph bio to be sent to the**



**members. Include curling history, board history etc**

- b) Paul will send a notice to the membership about AGM timing, slate of members
- c) Review proposed slate of board members for 2019-20 season

**11) New Business**

- a) AGM possible issues?
  - a) Lounge renovation could be contentious

**12) Next Board Meeting: Tuesday September 3, 6-7:30pm.**

**13) Adjournment**