



**Victoria Curling Club  
Board of Directors Meeting  
July 6th, 2020 5:30-6:30 PM  
Minutes**

**Attendees:** Paul Dixon, Harold Trenchard, Marlene Jeffries, Colin Coughlin, Kristine Dobell, Neil Campbell, Stu Fraser, Cameron de Jong, Mariah Couloumbe, Andrew Komlodi

**Regrets:** Caryl Buchanan, Stephanie Cambrey

**1) Call to order**

With quorum present, President Colin Coughlin called the meeting to order at 5:40pm. Note that this meeting was held via teleconference due to the gathering restrictions in accordance with recommendations from health authorities.

**2) Approval of the agenda**

*Motion:* Move to approve the agenda for the July 6th, 2020 VCC Board Meeting.

*Moved by:* Cameron de Jong

*Seconded by:* Harold Trenchard

**APPROVED**

**3) Approval of minutes from June 8th, 2020 meeting**

*Motion:* Move to approve the minutes for the June 8th, 2020 VCC Board Meeting.

*Moved by:* Cameron de Jong

*Seconded by:* Harold Trenchard

**APPROVED**

**4) General Manager Report**

a) On ice and off ice Issues due to COVID

a) On Ice

a) Our ability to open and carry out curling is dictated by ViaSport (org that Curl BC reports to)

b) Viasport is 1 phase behind what BC is (currently phase 2 which means 3 person teams, no spectators, practises and skill development only).

c) It's possible nearing the typical opening, 4 person teams will still be conducted with 1 sweeper at a time. Likely can make it work with 8 sheets.

b) Off ice

a) We are not mandated by Viasport but by Worksafe BC and public health officers

b) Issues of where put people when not on the ice

a) Dots for people to stand on, but can we place enough dots for people to maintain distance. Can fit up to 75 according to size requirements, but might not physically be able to do it.

b) Staggering start times is a possibility

- c) Entering ice through Sheet 8 doorway - enter people by sheet number - sheet 1 first, then sheet 2 etc
  - d) Cubbies are being created on ice for belongings - individuals will keep their belongings in that area only. In the off season, this will store the rocks.
- c) Curl BC Guidelines and documentation will be ready to share within the next day or 2
  - a) We need to base our plan on the guidelines, then the board needs to approve before distribution to members.
  - b) We cannot start curling until this plan is in place.
  - c) communication to members
  - d) Paul will be sending an email to members soon to detail how VCC is working make it safe for members to return to curling
- b) League reps meeting
  - a) Paul will be calling one right after our next BOD meeting.
  - b) What about leagues that are draft leagues? What about spares?
- c) Questions for Paul from Colin:
  - a) How much lead time do you need from the board to decide when we should start?
    - a) 3-4 weeks from time to turn the plant on and have physical ice
    - b) Staffing could be an issue as well
    - c) Overall, we need a month to get everything together.
  - b) How long can the club survive in the worst case scenario?
    - a) **ACTION: Colin to call a meeting to discuss the worst scenario. Invite Paul, Andrew and Stu.**
- d) Club renovations
  - a) Downstairs room is complete.
  - b) Offices are complete but need to have stuff moved back in again.
  - c) Cody is currently working on the cubbies
  - d) Still to do
    - a) Privacy wall in the ladies change room upstairs
    - b) Final window seating in the bar
  - e) Seating arrangements for lounge
    - a) There are enough seats for a full draw
    - b) Need to finish details
- e) VCC Programs
  - a) Need a team to address how we are going to run programs, if we run programs
    - a) Start with Uvic, then Academy - find out what their plans are
    - b) Junior curling, school programs (middle school, high school)
    - c) Coordination and communication with these groups and how they fit into our plan.
  - b) **ACTION: Create a team of board members to work with GM to communicate what school and junior programs want to do (UVic, Academy). Neil will put this together and send to selected board members (Andrew, Cameron, Mariah)**

**5) Curl BC Update**

- a) No updates until the guidelines are released in the next day or 2
- b) Insurance could be an issue - we need to check our general policy to see if we are covered for pandemic as the board and club can be held liable if we do not have the correct coverage. We can also have a waiver for people to sign so that they understand the risk and how we are trying to mitigate it.

**6) Note to City**

- a) Note included in directors package
- b) The note was sent to the city, but no response yet. Not even an acknowledgement yet, but we should follow up on this by the next meeting if there is no response.
- c) **ACTION:** For Colin: Form a 'long-term facility survival' committee to discuss options for the VCC future

**7) Food Services**

- a) Nothing has happened yet.
- b) **ACTION:** Marlene will call a meeting in the next week

**8) AGM**

- a) Directors terms end in August. How can we hold this?
- b) AGM has 2 requirements: Review and present the financial statements, appointment of directors.
- c) Some of this can be handled by mail, possible zoom presentation of financial statements
- d) Curl BC has some documentation on how to move forward with this.
- e) Colin would like to engage past board members, league reps to become a 'brain trust' for how we move forward.

**9) Next Board Meeting: August 4th at 5:30pm**

**10) Adjournment at 7:03pm**