



**Victoria Curling Club
Board of Directors Meeting
May 25th, 2020 5:30-6:30 PM
Minutes**

Attendees: Neil Campbell, Paul Dixon, Harold Trenchard, Stu Fraser, Stephanie Cambrey, Marlene Jeffries, Colin Coughlin, Kristine Dobell, Cameron de Jong

Regrets: Andrew Komlodi, Caryl Buchanan, Mariah Couloumbe

1) Call to order

With quorum present, President Colin Coughlin called the meeting to order at 5:33pm. 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 May 25th, 2020 VCC Board Meeting.

Moved by: Kristine Dobell

Seconded by: Harold Trenchard

APPROVED

3) Approval of minutes from April 27th, 2020 meeting

Motion: Move to approve the minutes for the March 23rd, 2020 VCC Board Meeting.

Moved by: Kristine Dobell

Seconded by: Harold Trenchard

APPROVED

4) General Manager Report

a) Summer activity update

- a) Office renovations ongoing - inner office starting this week, outer office in progress
- b) Acoustic foam tiles - Cody found some glue that will work. It's about half done and is looking good.
- c) Searching for flooring for downstairs meeting room.
- d) Trying to balance the need to get that done (new horizons grant \$ - floor, lights, paint)
- e) Hoping to get a deal on product (flooring) to stretch dollars

b) Financials

- a) Had a conversation with Larry (accountant). Should be able to do the majority remotely
 - b) Should start June 8, have complete mid July
- c) From Neil re Renovations - what about the barrier (privacy screening) for the women's change room upstairs.
- a) On the list from last year - high priority
 - b) Might need to do more surrounding washrooms depending on re-opening strategy

- d) Possible reopening renovations
 - a) Build cubby holes beside sheet 8 to store broom bags etc on the ice to help flow of people.

5) Reopen planning

- a) Curl BC
 - a) Curl BC will be releasing details for clubs within the next couple of days (May 29)
 - b) Regional meeting next week - Colin will forward invite to all VCC board members.
 - c) People are working with the health authorities to meet protocols for meeting worksafe BC
 - d) We need the Curl BC protocol for reopening
 - a) What if we can only use every second sheet?
 - b) What if there is a second wave of COVID?
 - c) We can plan for now, but this is a possibility
 - a) It's possible that we open, then have to close again.
 - d) What happens if we have to close again?
 - a) Membership issues
- b) Planning for new 'Normal'
 - a) Need board members/members to lead teams to address reopening
 - a) Operations - GM's responsibility
 - a) Safety from a staff perspective. Paul will be tasking Randy to look into this as he has experience in this area
 - b) Financial scenarios
 - c) Membership communications
 - d) League reps - how can we utilize these people to help?
 - e) Once we know scenarios, we should have a meeting with the league reps to enlist their help
 - b) Best to wait until we know how we will be operating under these conditions (after Curl BC guidelines). Need to have a board meeting after these are released.
- c) Financial scenarios based on protocol and opening criteria.
 - a) Need a board member to take charge of membership retention - could be a survey
 - b) Economically impacted, people might wait it out.
 - c) Financial implications
 - a) Impacts on revenue sources - leagues, rentals, lockers parking.
 - b) What are our minimum operating costs? i.e. if we are closed for all of October? or we can't open at all?
 - c) What are the scenarios around revenue? How can we make membership work?
 - d) Has VCC applied for benefits from the government to cover wages etc?
 - a) VCC qualifies for CEWB - we have received a cheque from this benefit recently. We will also be applying for April and May.
 - e) Paul is putting together the gaming grant application - due soon.
- d) Communications to members
 - a) Reach out to members now to see what they would like to feel safe i.e. provide



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some scenarios - do not leave open-ended.

b) Academy

a) On hold as well - waiting for the guidelines.

6) Next Board Meeting: Monday June 8, 2020 @ 5:30pm

7) Adjournment

a) Meeting adjourned at 6:30pm