



**Victoria Curling Club
Board of Directors Meeting
September 7th, 2021 6:00-7:00 PM
Minutes**

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

Regrets: Mariah Couloumbe, Cameron de Jong, Andrew Komlodi

1) Call to order

With quorum present, President Colin Coughlin called the meeting to order at 6:03pm. Note that this meeting was held via teleconference.

2) Approval of the agenda

Motion: Move to approve the agenda for the September 7th, 2021 VCC Board Meeting.

Moved by: Stu Fraser

Seconded by: Neil Campbell

APPROVED

3) Approval of minutes from August 10th, 2021 meeting

Motion: Move to approve the minutes for the August 10th, 2021 VCC Board Meeting.

Moved by: Stu Fraser

Seconded by: Neil Campbell

APPROVED

4) General Manager Report

a) Ice Installation

- a) We have faced a few difficulties with start-up this year, which is putting us behind in terms of getting the ice installed in time for the projected start date of September 20. We had a brine leak - actually two, although only one was particularly problematic. Same area as always - away end, between sheets 1 and 2. We've repaired many of the lines in that spot over the past several years, but there are still more waiting to break, it seems.
- b) The brine leak coincided with an oil leak in the compressor, which was also attended to by Accent.
- c) Following the repairs, the plant was turned back on, but the cooling of the floor stalled at 23F. Ammonia was added to the system. Bottom line is likely that our condenser is too small for the amount of ice that we are trying to make. We go through this somewhat every year, particularly when it is so warm out. The dehumidifier is working hard, and not always efficiently. The condenser is working too hard, and not efficiently. Result is that our ability to flood the ice surface as

often as we need to is limited. As it is, we are up against it as far as timing is concerned, to get the season started on schedule.

- b) Staffing
 - a) Hired two “key” positions
 - a) The new Office Administrator is Janaya Honka, who is very skilled in bookkeeping, while still retaining customer service skills that everyone in the Club has gotten used to over the last few years. She’s been working for 1 week now, and it looks like an excellent fit for what we need in the Club at the moment.
 - b) The new Bar Manager is Ashley Peters - she has worked numerous bartending gigs in the past, including at Esquimalt Curling Club, Royal Athletic Park, and Atomique Productions. She will start this week, and brings with her a tonne of enthusiasm for the position and the Club as a whole. We have people in place for the remaining shifts in the bar.
- c) Bathroom Leak
 - a) A leak from one of the upstairs men’s urinals was discovered this past weekend - directly above the manager’s office. Access to the pipes is from the ladies washroom, a plumber is attending this week to deal with it.
 - b) Unrelated, same plumber has recommended a drain product that we can add to our main “flush line” to help prevent root build up between the building and the city’s sewer lines; once a month, and prior to big events, may help us to prevent clogs and floods of our downstairs toilets in the future.
- d) Club Appearance
 - a) Volunteers Margo and Ron Pajunen, Louise Kalhood, and Dave Hickey helped out last week to get the majority of the lobby painted white...it’s looking good, with a few touch-ups and hard to reach areas left at this point.
 - b) Clean up of the perimeter of the building was largely finished by Cody, Paul and Sue - removing weeds and junk from the south and west sides of the building, fending off rats There are a few pieces left behind that would not fit in the bin hired, but we hope to finish off the job in the next couple of months, which would allow for easy, regular maintenance in the future.
 - c) Further, “Mungo Sue’s” Cafe & Eatery has invested in a few simple visual improvements to the space that should leave a great impression on anyone who visits that establishment within the walls of the Club.
- e) Bookkeeping
 - a) Our financials are delayed as a result of old G/L accounts and the associated numbering system being imported into our Quickbooks system by the accountants in the course of their reconciliation of last year’s books. This has created a fair amount of havoc, particularly in our liability accounts (i.e. fundraising most

specifically), where accounts were in some cases incorrectly merged with each other as a result. One of the first tasks for Janaya is going through the entries that the accountants created to ensure that everything is correct, not only for the past, but for the future (she has the requisite expertise in this area to track the trail of transactions and rectify as needed - a full rundown of the impact this has had on us will be provided to our primary contact within Grant Thornton).

f) Registrations

- a) Through 1 week of registration, we have accumulated \$123,000 in fees - extrapolating from the last two years of data, we likely have a little less than half of our members registered to date.

g) Security System

- a) Noticed that the Downtown Victoria Business Association had a “grant” set up to help businesses in the core to install a camera based security system through Tesseract Computers, providing the equipment and installation at cost. Although we are not members of the DVBA, I reached out to Tesseract directly and have secured the same deal for us. \$500 to install a 4 camera system with hard drive recording, and monitor. With the increase in homelessness, crime, and petty vandalism in the area, this will hopefully help - perhaps not to prevent, but possibly deter and identify.
- b) Follow up with Downtown Victoria Business Association regarding boundary -

ACTION Colin Coughlin

h) Opportunities

- a) Canada West Tournament (UVic affiliation)
 - a) There is an opportunity to bid for the right to host the University Canada West curling tournament for 2023. More details to come, but I am in contact with Jason Wright at UVic, and Elaine Dagg-Jackson and Melissa Soligo (as well as Neil Campbell, who was copied in originally) to possibly shepherd a bid through. Or at least express our potential interest.
- b) Advertising Funds from Victoria Curling Legacy Fund
 - a) Quenton Lehmann reached out to float the idea of the Legacy Fund providing money for the curling community (i.e. ourselves and Esquimalt) to create an ad campaign to attract new curlers to the game, and generally promote the sport in the city, through a variety of mediums - print, online, radio, etc. The timing, in my opinion, was such that with the current COVID situation, there would not be enough time to either properly execute such a campaign for this year, but also there would not be the infrastructure within the curling clubs to support any potential influx of curlers - we are in the process of reconstructing our volunteer networks and coaching, and have a situation where our Adult Learn To Curl program will not be running until the new year, and the Rookie League,

where most of our “graduates” of that program land, is oversubscribed already.

- b) The idea is excellent, but the timing could be better. My suggestion was to wait until the latter half of this year, capitalize on the buzz surrounding the Winter Olympics, and have a campaign that will piggyback on that timing, hit the summer, and create something that we can run for the start of next season. We have extra ice time available on Tuesday nights, and weekends - we just need to be able to plan for what to do with any new people such a campaign will create.
- i) **Parking**
 - a) The City is not sure about how many, or indeed if there will be, passes available for the Green Street lot this year. We are waiting on decisions from “higher up” than our current contact. If we get a very negative response (and to be clear, that is not the case as yet), we really need to escalate this issue through myself and the Board, to try to rectify if at all possible, as these passes are relied upon heavily by our daytime leagues due to the parking limitations on the street.
 - b) In the meantime, I have asked Robbins for more passes to the lot next door to potentially mitigate some of the problem.
- j) **COVID-19**
 - a) We will be requiring all people coming into the Club to provide proof of double vaccination, in line with the provincial mandate for restaurants, bars, and recreational facilities (we are all three). What we don’t know at this point, is how that is going to happen in terms of logistics - specifically for clearing people at the door.
 - b) At this point in time, we have not mandated a similar criteria for staff - but as soon as anyone on staff orders food, or a drink, or steps onto the ice to curl, they become “not staff”, and would be required to be double vaccinated and show their card as well.
 - a) We have no protocol for having the staff vaccinated yet.

5) Curl BC Update

- a) There is a Curl BC coffee chat tomorrow that will hopefully clarify COVID-19 protocols.

6) Financial update (revenue/expenses)

- a) See GM report for details
- b) Need to work on a budget for the current year, but awaiting numbers from last year.

7) Communications to members

- a) Paul will be sending an email to members to remind them about registration. Restate the need for vaccinations.



8) New Regional Facility

- a) No official update. The community has not officially been given the land.

9) New/existing business

- a) AGM
 - a) Colin has looked into services that can provide a one-time combined in-person/teleconference
 - a) We are limited to 85 people maximum upstairs. Pre-register for in-person but also offer a virtual meeting.
 - b) Look for time in late October for the AGM. Call Shaw to see if we can get a boost.
 - c) The virtual connection should be tested - best to have a webinar format where people can vote remotely
 - d) ACTION - Paul to
 - a) schedule AGM
 - b) look into commercial Zoom
 - c) call Shaw
- b) Nominations
 - a) 5 candidates so far, but will canvass more once we have a date for the AGM

10) Next Board Meeting: October 5th @ 5:30pm

11) Adjournment