



**Victoria Curling Club  
Board of Directors Meeting  
October 5th, 2021 5:30-6:30 PM  
Minutes**

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

**Regrets:** Andrew Komlodi, Mariah Couloumbe, Cameron de Jong

**1) Call to order**

With quorum present, President Colin Coughlin called the meeting to order at 5:35pm. Note that this meeting was held via teleconference.

**2) Approval of the agenda**

*Motion:* Move to approve the agenda for the October 5th, 2021 VCC Board Meeting.

*Moved by:* Harold Trenchard

*Seconded by:* Marlene Jeffries

**APPROVED**

**3) Approval of minutes from September 7th, 2021 meeting**

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

*Moved by:* Harold Trenchard

*Seconded by:* Marlene Jeffries

**APPROVED**

**4) General Manager Report**

**a) Revenues**

a) League and Membership fees: ~\$255,000 (~18.5% increase over last year, which was down ~25% over the year previous. Overall good news, not quite pre-COVID numbers)

b) Bar: \$6700 in sales over first 2 weeks, projecting to ~\$90,000 in sales for the year, excluding events - assuming bonspiels happen in the second half of the year, this could turn out very close to a "normal" year in the bar.

c) Pro-shop: \$6300 in sales over first 2 weeks; no projection as yet, but looking good here, particularly as all the inventory is from previous year.

d) Lockers: \$2440 in locker revenue, up from \$0 last year

e) Practice Ice: We've just opened up booking for practice ice, but as a "thank you" to the number of bookings last season, we are keeping bookings "free" for the moment - likely until Christmas.

f) CEWS/CERS: Both of these programs are scheduled to continue through November, and we are taking advantage. Likely approximate revenue flowing from these

programs this fiscal year is being estimated at \$60,000, perhaps slightly higher depending on changes/program continuation/etc.

- g) Gaming Grant: We received word on this year's Gaming Grant, and \$50,000 was deposited to our account - this figure is the same as last 2 years of grants.
- b) Parking
  - a) 300 Green Street parking passes were finally obtained from the City of Victoria, along with an initial allotment of 75 passes from Robbins for the lot next door, which quickly sold out. An additional 40 passes were asked for, and received, so all of our members who were looking for parking should now be accommodated.
- c) Wristbands
  - a) 850 wristbands were ordered and received (total cost \$350) to identify our members as being fully vaccinated while they are in the building. Kudos to Cody Hall for thinking outside of the box in terms of being able to easily tell who is "supposed" to be here, and/or who needs a vaccine card scan. To date, we have had exactly zero pushback from members regarding any of our current COVID-19 health and safety measures.
- d) Staff Vaccination policy
  - a) Currently all staff in the building are fully vaccinated, which, given the current climate and the overall demographic of our members, is important. All new staff should also be fully vaccinated before starting work - there are simply no easy ways to create a job that requires no interaction with the members on a regular basis. With labour laws and employment standards being as they are, there is nothing preventing us from having staff fully vaccinated as a requirement for employment. I would like to see the Club formally adopt such a policy at the Board level.
  - b) The board is in agreement that there should be a staff vaccination policy for new/existing employees. This will be put into writing for presentation at the AGM.

*Motion:* The board moves to direct the General Manager to not hire employees unless they are double vaccinated for COVID-19.

*Moved by:* Stu Fraser

*Seconded by:* Harold Trenchard

**APPROVED**

- e) Smell
  - a) There is a persistent odour in the building, that seems to get worse after heavy rainfall, or with particularly warm weather. We have not been able to identify the cause of this at this point in time. Current theories are it could be originating from the washrooms downstairs, possibly from the men's urinals (we've had issues with water flow, and our plumber has identified a part that regulates that flow as needing replacement - it's been ordered); or it could be some leftover paint/sludge/water

that was not fully vacuumed out from the trench at the home end on the ice level. If it's the latter, it would require removal of the dedicated exit door by Sheet 8 to access that area.

- f) AGM - Zoom
    - a) A monthly pass to the Zoom webinar platform, for up to 500 connections, has been purchased for the purpose of holding the AGM as a hybrid (in-person and virtually), at a cost of \$126.00. I'd like to test the system out later this week. I'll create the link and a sign up sheet for members to join and get it out to everyone in the next couple of days.
  - g) Garbage
    - a) We've had a rash of "dumping" issues around our garbage bins - most recently a fridge has appeared next to our building, which I have contacted the City's Public Works department to potentially dispose of (since it is on their land, technically). There also has been a number of bags of garbage dumped beside our bin over the last week - we were able to find an identifying piece of paper in one of the bags, extracted it, and notified the Vic PD. A report has been opened.
  - h) Ice Install
    - a) A huge thank you goes out to Art Sutherland of Accent Refrigeration, who came in and pro-bono diagnosed and helped to alleviate a problem we had with our ice plant getting the floor to the temperature required to make ice. Further kudos to Cody (particularly) and Alex for the hours and work they put into getting things ready on the cold side of the glass for league play on September 20.
  - i) Mungo Sue's Cafe
    - a) The cafe has completed and passed all the requisite inspections, and is slated for a "soft" opening this Wednesday (tomorrow). There have been quite a number of inquiries about what is happening there, and Sue graciously provided free coffee for many of the morning leagues during the first week of play as an introduction.
  - j) CRD Cross Connection Control Department
    - a) VCC has never been inspected for water backflow. Inspected recently - we need to fix some areas. We are looking for contractors to rectify the identified issues.
  - k) Liquor License
    - a) Waiting for the board elections at the AGM before moving forward with this process.
- 5) Covid 19
- a) No updates other than what is listed in GM report
- 6) Curl BC Update
- a) No update

**7) Financial update (revenue/expenses)**

- a) The financial reports will be ready for the AGM.
- b) Trust Account
  - a) Financial planner has suggested we remove the money from this account as they are not willing to manage this anymore.
  - b) **ACTION:** Stu will provide a recommendation on how to proceed with the trust fund

**8) Communications to members**

- a) AGM notice has been sent out according to bylaws
- b) Paul has sent out a few emails about league play, hours etc

**9) New Regional Facility**

- a) No update

**10) New/existing business**

- a) AGM
  - a) Volunteers and Gold Shield Award
    - a) Paul to provide a list of volunteers to Colin

*Motion:* Move that we award the Gold Shield Award to VCC member Jason Ness

*Moved by:* Neil Campbell

*Seconded by:* Stu Fraser

**APPROVED**

- b) Documentation for distribution
  - a) Draft financials
  - b) Slate of candidates - summary from all candidates needed
  - c) These need to be available digitally and as hard copies
- c) Registration for AGM
  - a) Paul to send out a notice about registration tomorrow
- d) AGM on Zoom
  - a) It is in webinar format where everyone is on mute. The moderator will read the questions - Stephanie has volunteered to be the moderator.
- b) Sparing with ECC
  - a) Proposed to create an agreement with ECC where members of VCC can spare at ECC and vice versa.
  - b) **ACTION:** Paul to talk to the ECC President to see if an agreement can be reached. There could be a negative revenue impact to VCC.

**11) Next Board Meeting: Tuesday October 26, 2021 at 6:00pm**

**12) Adjournment**