



**Victoria Curling Club
Board of Directors Meeting
July 7, 2022 5:45pm-8:15pm
Minutes**

Attendees: Andrew Komlodi, Harold Trenchard, Kristine Dobell, Paul Addison, Paul Dixon, Stu Fraser, Stephanie Jones, Katie Bartel

Regrets: Cameron de Jong, Colin Coughlin, Marlene Jeffries

1) Call to order

With quorum present, President Andrew Komlodi called the meeting to order at 6:13pm.

2) Approval of the agenda

Motion: Move to approve the agenda for July 7th, 2022 VCC Board Meeting.

Moved by: Harold Trenchard

Seconded by: Katie Bartel

APPROVED

3) Approval of minutes from May 17th, 2022 meeting

Motion: Move to approve the minutes for the May 17th, 2022 VCC Board Meeting.

Moved by: Harold Trenchard

Seconded by: Katie Bartel

APPROVED

4) Presidents Report

- a. Paul Dixon's contract renewal has been executed.
- b. Financial Sustainability Task Force
 - i. The club does not have the funds for anticipated repairs in the near future. We need a plan to enable the club to pay for repairs as the facility continues to age.
 - ii. Andrew, Paul A., Stu, and Paul D. to report at the next board meeting on progress.
- c. We received sad news that Sheila Buzash, a long-time member of the recently club passed away. Sheila was an integral part of the club and a valued volunteer. She will be sorely missed.
- d. In addition to survey responses, two emails from the ladies league regarding the Monday night survey were received and responded to.
- e. We need to decide on a date for the AGM.
 - i. September 21st at 6:30PM established.

5) General Manager Report

a. Rentals

- i. The Victoria Ska and Reggae Festival (SkaFest) occupied the building for two nights of concerts and a couple of days of set up/take down. The organizers were happy with our space.
- ii. Two weddings took place on July 2nd. One in the upstairs lounge and the other on the main floor as a dance after-party. The lounge was transformed by the wedding planners and they have agreed to share their photos of the day with the Club to show what can be done with the space.
- iii. Another wedding is planned for August 13th and a birthday on August 27th.
- iv. The Victoria Police Department held their annual training function on the main floor July 1st.
- v. November 6th, ice time has been confirmed for 120-140 delegates attending a NATO conference. We are charging \$30 per participant plus bar sales for the Club.
- vi. BC Senior Games are on track for September 14th-17th. Entry deadlines have been extended as there is a lack of entries across all sports. This is an event that is operated outside of the Club, other than us providing ice time and ice staff.
- vii. Paul Cseke has been in contact with Urban Rec about a potential Friday night league in the late time slot that would be filled and marketed through Urban Rec.
- viii. Curl For the Cause will be returning to the Club this year and is currently slated for October 29th.
- ix. Andrew Komlodi brought forth the idea for an Oktoberfest event. Current thought is to theme one of our Saturday nights and bring in some traditional Bavarian entertainment. The Edelweiss Club has been contacted for further input/partnership opportunities.

b. Other Items

- i. Gordon Grant who is a club member has installed a sprinkler system for the front lawn of the Club at a heavily reduced cost. This should keep our lawn relatively green over the summer months and cut down on vandalism and garbage.
- ii. Liquor licensing transition from Liquor Primary (Club) to 'regular' Liquor Primary has been started with associated paperwork being filed with the LCB.
- iii. Jared Spencer (a former employee within the bar and ice-crew) has been hired (pending final contact) to be the bar supervisor next season. Christina Walker will be returning to the bar as 'second'.
- iv. Eileen Defoe (also Sandy Martin and potentially others) has asked about the project of getting some of our Club's archival history out and on display.
- v. Team Cseke (Paul Cseke, Corey Chester, Jay Wakefield, Ryan Cassidy and coach Cody Hall) has been named Adult Team of the Year by Curl BC. We have plaques to provide at the AGM this year.

- vi. CHEK 6 was in the Club July 5th doing a piece on Mungo Sue's, which will air on Friday July 8th and should provide a bit of exposure for the Club.
- vii. Monday Night Curling survey was sent out and 23 responses have been received; full review and recommendations will be coming through the Development Committee.
- viii. Cody is going to Morris, Manitoba for a Level 3 ice-technician course taking place August 1st-5th.
- ix. The Manager will be on holiday from August 5th-10th.
- x. Trainee and Georgia Straight Refrigeration have been into the Club and will be providing quotes/analysis for replacing the dehumidifier.
- xi. Accountant review of the financials commences next week, to be completed by the first week of August.

6) Committee Reports

1) Finance and Risk

- a) Stu provided a financial update. Profit last year of \$47,000 anticipated (before depreciation of \$25,000 and depending on capital expenses), above projections.
- b) Accountants will be finished by the first week of August. This provides a foundation for our budget next year.

2) Events and Competitions

- a) No report.

3) Governance

a) By-laws

- i) Governance Committee has sought feedback on Bylaws from the membership and has produced a revised version that is back with the same consultation group for a second round of feedback.
- ii) The Committee has addressed most suggestions and there were no major concerns with the version that was circulated to the Board at the previous meeting. The revised version is available in the Board documents.
- iii) Members' attendance at Board meetings was suggested by one member of the review committee.
 - (1) The BOD discussed this and agreed to restrict attendance at Board meetings to Board members, recognizing that minutes are posted to the VCC website for transparency and an email has been set up for ease of access to the Board by club members.
- iv) At the next Board meeting, Governance will put forward a motion to recommend Bylaws to membership at the September AGM.

b) Policy Registry

- i) Most Board policies are now ready for review.
- ii) There are two sets of policies-Board and Operations
- iii) Action: All Board members are to read the Policy Registry before the next board meeting. A vote for approval of the Policy Registry

- will take place at the next Board meeting.
- 4) Development and Retention
 - a) Youth Framework
 - i) Meetings have been held for both the University and High School recreational leagues.
 - ii) Coordinators have been recruited as has a head coach for the High School league.
 - b) Monday Night Curling
 - i) A background paper and a questionnaire have been completed and circulated to Monday night curlers for their input about how to structure Monday nights to maximize use of the ice.
 - ii) The feedback will be analyzed and proposed actions will be brought to the Board in August.
 - c) Spares Policy
 - i) A spares policy has been developed that balances the need for spares with a new cost structure that parallels the costs of league players.
 - 5) Building Replacement
 - a) We have some decisions that will have to be made over the next while.
 - b) It is hard to get a meeting with the City of Victoria regarding the lease.
 - c) Andrew to coordinate support from Curl BC.
 - d) Interest in pursuing an approach whereby the City deeds the land to VCC, to enable the club to borrow against the land to pay for repairs and new equipment/infrastructure to enhance revenue-generation.
 - 6) Human Resources and Food Services
 - a) Paul has signed his renewed contract as of June 22nd, 2022. The contract is to be reviewed annually and Paul has been provided with targeted KPI's for both the current year and open targets to be carried out year after year.
 - b) The VCC Board has an email address vccboarddirector@gmail.com. This email was set up to allow Club Members, staff, rentals etc., to communicate with the Board. We have also created files in the drive that are locked just for the BOD to see (contracts and job descriptions for now).
 - c) Andrew, Stephanie, Paul and Cody met on June 6th, 2022. This was to go over tasks of who is responsible for what during the summer months. Job descriptions for both Cody and Paul will be updated following the meeting.
 - 7) Communications
 - a) Two emails received following the Monday Night survey and both were responded to by the President.
 - 9) Next Board Meeting: August 12th at 6pm
September 14th at 6pm
 - 10) Adjournment: 6:37pm