

# **Parksville Curling Club Board of Directors Meeting Minutes of March 16, 2016**

## **Call to Order:**

A regular meeting of Parksville Curling Club Board of Directors was held in Parksville, British Columbia on March 16, 2016. The meeting was called to order at 1900 by President Ron Boag. Members of the Board in attendance were Tony Reinsch, Maurice Creagh, Ray Gamracy, Chris Rose, Leslie Osborne, Nancy Douglas, Spish Legowski, Terry Miller and Jim Hoffman. Non-voting member Tim Kottsieper (Ice Technician/Manager) was also in attendance.

## **Approval of Minutes:**

The minutes of the February 17, 2016 regular meeting of the Parksville Curling Club Board of Directors were accepted as amended.

**MOTION:** to accept the minutes of the February 17, 2016 regular Board meeting as amended, moved by Chris Rose, seconded by Ron Boag. Motion carried.

The minutes of the March 9, 2016 Special Meeting of the Parksville Curling Club Board of Directors were accepted as amended.

**MOTION:** To accept the minutes of the March 9, 2016 Special Meeting of the Parksville Curling Club Board of Directors as amended. Moved by Ron Boag, seconded by Tony Reinsch. Motion carried

## **Approval of Agenda:**

**MOTION:** to accept the Agenda for the March 16, 2016 regular Board meeting, as amended. Moved by Spish Legowski, seconded by Chris Rose. Motion carried.

## **Business Arising from the Minutes.**

- (1) PCC Rental Agreement and Rate Schedule.  
**Action:** Tony will work with Chris, Nancy and Tim on a Concession and Facility Rental rate schedule to be appended to the Rental Agreement. The matter will be returned for decision at the April 2016 Board meeting.
- (2) PCC Procedures Manual: Ron Boag will coordinate drafting of a PCC Procedures manual, with assistance from Maurice Creagh, Tony Reinsch, Spish Legowski and Tim Kottsieper. To be deferred for discussion to the May 2016 meeting of the Board.
- (3) A discrepancy between the estimated and invoiced cost of work undertaken by Fraser Valley was discussed. The Board was informed that the discrepancy had been reconciled in favor of the PCC.

- (4) Spish Legowski provided an estimate of \$412.16 for replacement of the glass in the bar door.
- MOTION:** That the Board approve the replacement of the glass in the Bar entrance. Moved by Jim Hoffman, seconded by Spish Legowski. Motion carried.
- (5) Changes in the PCC Board: Ron Boag officially accepted the resignation of Winnifred Rehill from the Board, with thanks for her many years of service to the Club. Current Board members Maurice Creagh and Chris Rose informed the Board that they will not be continuing as Directors. Ron Boag thanked Maurice and Chris for their excellent input, support and guidance provided to the PCC. Directors were asked to forward to Ron potential new members for the Board.
- (6) LED Lighting: Tim reported on follow-up assessment of the LED lighting option for the arena area. It was agreed that we will replace the three ballasts that have currently failed and retain the existing lighting configuration. The Club has an adequate inventory of both ballasts and light tubes.
- (7) Review of facility operating costs: The Board reviewed a report prepared by Greg Rehill on facility gas and power costs. The PCC is likely to see a 6-7% increase in electricity costs for 2016-17 to ~\$31,000. Part of the increase is resulting from a rise in usage that has reduced eligibility for subsidies. At the same time, the natural gas bill for the Club has declined slightly, from ~\$1,300/month to ~\$1,250/month.
- Action:** The Board will examine additional avenues for reducing electricity usage. Will focus future grant funding requests on support for upgrading the PCC heating system.
- (8) Review of PCC internet status: Ron Boag and Terry Miller led a discussion of actions taken in support of the PCC website following the resignation of Greg Rehill as website manager and administrator. Terry has updated and entered the PCC members email list into the mailing program (Mail Chimp) and is able to reach our membership as required. Currently have 485 names on the member list. Terry has been working with NISA Internet Solutions on rebuilding the website in a new system format that is more user friendly. The website is being updated with new pictures and messaging. The cost of the system upgrade is ~\$300 with annual maintenance costs of ~\$300. Leslie Osborne offered to share Facebook page management and administration with Tim.
- (9) Seaside cruisers: The Board agreed to a charge of \$150 for the use of PCC washroom facilities during the four hour staging event for the Seaside Cruisers. The Board agreed with Chris Rose's suggestion to not open the PCC concession for the event.

## **Reports**

**Manager (Tim Kottsieper):** Tim reported that Kyle Wilson from Wilson Exteriors will be in next week to look at installation of drainspouts and overall drainage. The Board suggested that he cost out sleeves for all three downspouts.

Arrangements are being made for a contractor to assess the value of used electric motors and water filtration system stored at the PCC. Tim will report back to the Board on a possible sale of this equipment.

The issue with heating in the bar area appears to be the result of a broken relay, which will be replaced.

**President (Ron Boag):** Ron updated the Board on process for and progress on the RDN Long Range Recreation Plan. The consultant being approved and secured by the RDN to manage this process is expected to conduct interviews this summer with the PCC, QBCC, City of Parksville and others. The consultant will ultimately file a report and recommendations with the 8-member Recreation Commission. In particular, there will be a recommendation on the need for curling facilities in both Parksville and Qualicum Beach.

**Action:** Ron will coordinate the preparation of a PCC promotional binder, laying out:

- i. what the PCC will need over the coming 5-10 years in terms of capital investment;
- ii. what the Club is looking for from the RDN in terms of support;
- iii. the role played by the PCC in the community;
- iv. the impact of the PCC on the community and local/regional economy.

Ron reported on the 88.5 The Beach radio interview which will run on April 6 at 8:40 AM.

**Treasurer (Nancy Douglas):** A preliminary financial report for end-February 2016 was received by the Board. There were no issues or concerns raised with respect to the report or the clubs finances.

**Action:** Nancy will prepare a mini-budget for the March-October 2016 period for discussion by the Board at the April 2016 meeting.

**Banquets and Bonspiel (Terry Miller):** A draft Events & Bonspiels schedule for the 2016-17 curling season was distributed and discussed by the Board. A preliminary report was also provided from the QBCC hosting of the BC Provincial Mixed championships earlier in the month. Following a lengthy discussion and with due recognition of the relatively limited financial impact of this event for the Club, it was agreed that Jim Hoffman would report back to Curl BC with a proposal for March 22-25, 2017 as the available dates for hosting this event.

**Leagues (Ray Gamracy):** Ray reviewed arrangements for the Club Championships on Saturday, March 19. He also noted that a slot would be available for a rink to curl in the North Island Playdowns in Comox, March 24-26. In the past, the PCC has subsidized teams from the PCC in this event by reimbursing 50% of the registration fee. As there will not be a Women's team entered in the event, it was agreed that the PCC would reimburse the entire registration fee for the Men's team, as was done in 2015.

A (Mixed) Doubles instruction session was held on March 2 with 12 people attending to hear the rules of the game and to play a few ends. The Board will look at the possibility of initiating a Doubles league in the future.

**Bar (Jim Hoffman):** Stocks in the bar are being managed down to a minimum level as the curling season winds down. Will be able to manage through the AGM on April 27.

**Building and Facility (Spish Legowski):** Spish noted that a request from PGOSA to add signage to the building are under review by the RDN, which must approve same before proceeding. Spish also noted that after substantial communication, the RDN and City of Parksville have turned down the request by the Board for removal of the large trees at the front of the building that have been negatively impacting facility drainage.

**Concession (Chris Rose):** Chris noted that supplies are being worked down as we near the end of the season. Cleaning of fridges will begin on the Sunday following the Club Championships.

**Insurance/Safety (Maurice Creagh):** Maurice reported on a comparison between the participants insurance being offered by PGOSA versus that offered by Curl BC, with the latter providing slightly better coverage. Nancy Douglas agreed to look into whether PCC members are currently paying Curl BC insurance premiums.

### ***New Business***

Ron Boag drew Director's attention to a grant and funding request letter sent by Brian Ball, PGOSA President to MLA Stilwell on behalf of both the PCC and PGOSA. Two specific projects were identified—closed circuit TV system (estimated cost of ~\$9,000) and bleachers for the viewing area (estimated cost of ~\$10,000).

### **Round Table:**

- (1) Terry Miller asked for clarification of PCC status as a charitable venture. Nancy confirmed that this was not the case. Terry also asked about the merits of PCC being a member of the Parksville Chamber of Commerce.  
**Action:** Ron Boag agreed to look into the pros and cons of this and report back to the Board.
- (2) Ron Boag and Terry Miller reported briefly on their tour of the new Comox curling facility and discussions with Jack Holden regarding how facility development was managed and executed.
- (3) Terry Miller asked that consideration be given to assessing requirements for a TV mounting system when the picker required to replace the faulty ballasts is in the arena area.
- (4) Maurice Creagh addressed his decision to leave the Board at the end of the current curling season, citing increased commitments from anew business venture. He noted his enjoyment at being involved with the Club and his continued interest in assisting with additional management and maintenance efficiencies as the opportunity arises.

- (5) Chris Rose also addressed the Board on his decision to leave at the end of the season, citing work conflicts. The Board members gave their sincere thanks to both Maurice and Chris for their contributions.
- (6) Jim Hoffman asked Tony to track down the names of the winning rinks for the Monday Night Men's league for 2011-14 in order to update the league trophy. He also requested data on league growth, members, finances, etc. for a report to the Zone meeting in Nanaimo.
- (7) Spish Legowski asked for action to be taken to encourage Club players to both secure and wear name tags while at the rink. Nancy agreed to have a name tag purchase option added to the annual League Registration form, and Terry agreed to make note of this on the PCC website. Spish also requested that a system be implemented for stick rentals for stick curling, similar to what is in place for brooms. Ron will ask Tim to put prominent Rental markings on the sticks.

**Next Meeting:** Wednesday, April 13, 2016 at 1900 in the PCC meeting room.

Meeting adjourned at 2200.