

# **Parksville Curling Club Board of Directors Meeting Minutes of October 18, 2017**

## **Call to Order:**

A regular meeting of Parksville Curling Club Board of Directors was held in Parksville, British Columbia on Wednesday, October 18, 2017. The meeting was called to order at 19:00 by President Ron Boag.

Members of the Board in attendance were Ron Boag, Terry Miller, Susan Mullan, Brian Onushko, Nancy Douglas, Doug King, Ross Renwick, Reg Johanson, Brad Bird, and Jim Krauss. Also in attendance was PCC Manager Graham Weatherby.

Board members absent were Tony Reinsch, Jim Hoffman, and Ice Technician Tim Kottseiper.

## **Approval of Minutes:**

The minutes of the September 13, 2017 regular meeting of the Parksville Curling Club Board of Directors were accepted as amended.

**MOTION:** to accept the minutes of the September 13, 2017 regular Board meeting as amended. Moved by Jim Krauss, Seconded by Nancy Douglas, motion carried.

## **Approval of Agenda:**

**MOTION:** to accept the Agenda for the October 18, 2017 regular Board meeting as amended. Moved by Brad Bird, Seconded by Ross Renwick, carried.

## **Reports**

### **President (Ron Boag)**

9/21 – On behalf of our delegation to the RDN Recreation commission, I presented a series of 3 options for renewing the District 69 Lease with the RDN, that would give more flexibility to secure the necessary funding for projected capital improvements. The Commission tabled a motion & passed it, giving curling in Parksville a priority, within the context of the RDN Recreational master plan. Dean Banman, RDN Mgr. of Recreation Services, indicated that options 2 & 3, are both viewed as viable options to pursue, and the intention of his dept. is to meet with the City of Parksville and provide a written response and recommendation on the PCC submission, to the Recreation Commission.

9/27 – I instructed Graham and Tim to reach out to the Nanaimo curling Club and offer normal practice ice times and paid sheet time for weekends [as Tim is able], to help during their ice plant repairs.

10/4 – Executive Committee met to discuss our response to the PQB News article commenting on the VIU Parks Plan report to the City Council, which discussed “relocating the regional district of Nanaimo curling rink facility”.

10/6 – Terry emailed our approved response to PCC members, which emphasized the long-term time frame [20 years] of this recommendation [not yet accepted & approved by the City], and, secondly, the recommendation included a statement that the city will work with the RDN & curlers, to develop a new curling rink before we have to move from our current facility. End result – business as usual for the next 10 – 15 years.

After a brief discussion with Dean Banman, he suggested we hold off on our intended delegation to the Parksville City Council, until the RDN has had some discussion with them regarding our lease, and the city formally accepts the VIU consultant’s recommendations.

## **Banquets, Bonspiels (Terry Miller):**

### **Bonspiels**

Committees are in place for all scheduled bonspiels through the current season. Next scheduled bonspiel is the Senior Mixed October 27, 28, 29<sup>th</sup>.

### **Banquets**

No report

## **Treasurer (Ross Renwick):**

Ross Renwick provided a report with preliminary financials for end-September, 2017. There were no issues or concerns raised with respect to the report or the club’s finances

- We have received our Liquor License and temporary extension to our liquor license covering up to August 2018. A BCLDB employee recommended we apply for a permanent extension to our liquor license which they would approve and save us and The City of Parksville the work and the money for applying for the temporary extensions every year. This is recommended for next year.
- We received the last invoice for the Camera/Bleacher project. Final Cost is \$15,396.86 leaving \$3,603.14 from the \$19,000 grant.
- We have received \$17,613.75 plus \$700 Contra from the sale of signs so far and expect at least another \$4,000 which will be about the same as last year. We have lost two advertisers so far this year.
- We have identified potential for \$29,275 from ice box sale of signs. There is also potential for signage between the TVs. Before this is pursued we need to decide where our banners should be hung.

- We received our water bill and our usage has dropped back to previous levels. There was a 2.5% price increase.
- Fraser Valley Refrigeration charge for start-up was \$1,185 comprised of \$660 for 6 hours spent trying to find a leak and \$450 for calcium chloride. Last year Fraser Valley Refrigeration charge was \$593.57 including repairs for the North Humidifier. Early Start up Camps and Bonspiels showed a club profit of \$4,370.45 including net profit from the Summer Bonspiel of \$1,058.94.
- **Action:** Ross Renwick will recommend a percentage increase in ice rental charges for the 2018 Four Foot Camp (and all other ice rentals) based on increased utilities and wages costs.

A cheque for \$2,200 has been received from the Beachfest Sand Sculpture Ambassador program. A huge thank you to Doneen Goff for organizing this important fund raiser and to all the volunteers who acted as ambassadors. Well done.

## **Membership (Nancy Douglas)**

We have welcomed 52 new members to our club this season and more to come.

Approximately 90% of our members have registered and paid their 2017-18 fees to date. This amounts to approx. \$92,000 all in (includes league fees, capital levy, Curl BC dues, PCMCA, Lockers, GST, and new memberships).

We have three junior teams curling out of our club—one junior girls team and two boy's teams. One boy's team has joined our club and curl in the Wednesday night league. The girl's team is curling on Tuesday evenings and have paid league fees and have joined the club. The other boy's team is taking turns sparing on Monday evening and other times as required.

The Thursday night league and the Wednesday morning men's league have expanded to 20 teams and two draws. The Monday night men's league is now at 18 teams. Other leagues remain as previous.

The Wednesday Night competitive league are now at 10 teams and we have received \$6,400 in rental fees from that league including GST.

The Friday Evening league is at approx. 45 members and is one draw this year at 7 pm. Proceeds from this league are separate to the above and have reached \$2,058 in gross proceeds so far.

The Monday afternoon junior league is at 17 members so far for approx. \$1,100 gross to date.

Locker Rentals: There has been increased interest in locker rentals this year which has led to an investigation of lockers that were showing no rental fee paid but with equipment

stored inside. Three of these lockers have now been cleared for rental through investigation of the names or initials on equipment stored inside and contact made with the previous renter. In two situations, the equipment has been donated back to the club, to the juniors or special Olympians. Hopefully all those who wish to rent a locker this year, will get one.

## Facilities (Reg Johanson)

1. I will reiterate my email of Sept. 21, listing options for a storage container:
  - Option 1:
    - small container 6 ft. long, 6.5 ft. wide, 7.3 ft. tall
    - new, lockable (very secure), totally weather proof
    - stores everything outside safely
    - \$3,000.00
  - Option 2:
    - very small storage container, 4 ft. long, 2 ft. wide, 3 ft. high
    - new, lockable, must be secured to building,
    - just enough room for 2 small propane tanks, and small gas can
    - \$550.00
  - Option 3:
    - larger than above container 5 ft. long, 3 ft. wide, 3 ft. high
    - -can hold more propane tanks, new, must be secured to building
    - \$1,000.00
  - Option 4:
    - make current storage building secure, requiring a new roof, foundation, secure door frame and door
    - \$2,000.00 to \$3,000.00 if we do labour (guestimate)
2. Installation of safety railings. Work is ongoing. We are pursuing a solution using framing we already have on hand that is ready for cutting and installation. We are trying to get quotes on ½” thick plexiglass. Brackets will have to be built for the frame work around the Hockey team benches.
3. Lighting the South entrance steps. A Photo-electric cell (switch) has been procured and is awaiting testing and installation.
  - **Action**: Reg to determine cost of replacing the concession floor.
  - **Action**: Ron will talk to John Marcellus re: disposition of damaged storage shed and a replacement storage container to house propane tanks and other equipment.

## Concession (Susan Mullan)

Through the efforts of Lola Denesyk and Joanne McIntosh we have organized volunteer coverage of the concession for all weekday mornings. The continuation of the coverage will be determined by the usage of our members. With the number of members who

attended the Food Safe course we should be able to have a Food Safe person in the Concession at all times.

We continue to have great concession demand from the stick league, PGOSA, and the Walkers, but could do with stronger support from the other leagues. Can we ask the league captains to encourage their teams to support the Concession.

We can offer soup and sandwiches daily, if the demand is there. If not we will serve coffee and scones on Monday, Tuesday, and Wednesday and full service for PGOSA on Thursday and the Stick league on Friday.

We are currently looking for volunteers for the Senior Mixed Bonspiel which should be happening the end of the month [**Note:** This event has since been cancelled]. And we have also had a request from PGOSA for a luncheon in November.

An inventory was done of the main concession kitchen, storage room, and the banquet kitchen.

We would like to have a reserve parking spot near the side door next to Graham's spot. This will make it easier for when we have supplies to bring in.

**Action:** Graham will have signs made up for the designated Manager and Concession parking spots. Previous signs went missing.

## **Leagues (Jim Krauss)**

All leagues running smoothly.

## **Safety & Insurance (Doug King)**

Successful Alert First Aid course took place on Saturday October 14 at PCC with 9 of our members participating.

## **Promotions (Brian Onushko)**

1. **School Programs - Update:** RDN 4 week program runs in October in the Monday Junior timeslot. Nine Juniors aged 10 - 12 years are registered. PCC Juniors Libby Elliot and Lauren Onushko have volunteered to run the program. Request reference letters from PCC and RDN for Volunteer support. Revenue generated to the club is \$180. Feedback so far is positive.
2. **PCC Club Park Promotion - Update:** Provided exterior concepts to RDN and currently in discussions with John Marcellus to initiate changes to RDN Lease Negotiations.
3. **Junior Curling Programs Update:** Held the first Junior Competitive Games Oct 15<sup>th</sup>, with Comox U18, Douglas U18, Special O Athletes, and Ballenas Boys in attendance. The following dates have been put forward by the Comox Curling

Club—Nov 19th, Dec 17th, Jan 14<sup>th</sup>, and Feb 11<sup>th</sup>—to join in the PCC Sunday Schedule 3 PM to 8 PM window. Still waiting for expressions of interest from other participating clubs. In discussions with Curl BC, Optimists, Comox, Campbell River, QB, Nanaimo, and Duncan regarding the Sunday Competitive Junior Interclub.

4. **Fundraising Subcommittee - Update:** Applied for RDN Recreation Grant of \$2,500 (Max Value) for Foot Wear Cleaners. Advised verbally and awaiting confirmation of approx \$2,300 awarded (Cathy MacKenzie away). Propose motion to receive formal quotes from suppliers and set aside PPC Funds of approx \$2,100. Additional Marketing and Fundraising actions underway with updates at November Board meeting.

- **Action:** Fundraising committee, Brian, Ross, Graham, to consider use of wall space in lobby between TV sets for more sponsorship. Space for banners to also be considered.
- **Action:** Brian/Ross to follow up on possible grants from Idlers Car Club and Community Credit Union
- **MOTION:** Brian to secure a quote from Olson to purchase 2 shoe cleaners. Moved by Nancy Douglas, seconded by Ross Renwick; approved.

### **Bar (Jim Hoffman)**

- **Action:** Proceed with application to extend the bar license to cover the lobby for all activities.
- **Action:** Executive committee to examine issue of possible “paid” bar attendant. Nancy will summarize from registration information volunteer interest in working in the bar.

### **Manager’s Report (Graham Weatherby)**

**Hall Rental Rate Recommendation:** I have not yet completed my recommendations, but will have it ready for the November Board - apologies.

- **Action:** Recommendation for Hall rental rates carried forward to November.

**ADVERTISING INVOICES:** Reconciliation is proceeding nicely, with a good number of the advertisers paid up (Ross will have the detailed financials). While our agent is working to fill the ice shed—collecting from current sponsors and finding new ones as needed—additional opportunities for sponsorship around the club continue to be investigated.

**Draught Beer Dispenser:** The draught beer dispensing unit in the bar area was originally donated by Vancouver Island Brewery approximately 12 years ago. With the recent change to Arrowsmith Brewery on tap, our rep from Vancouver Island Brewery

announced that the machine would need to be returned to them. After some discussion, I was able to convince them to permanently gift the machine to us, no strings attached.

**Proshop:** I am waiting to hear back from my contact with Goldline as to whether they will allow us to stock, sell, and return merchandise that is left over at year-end, without having to pay the entire inventory value up-front. If not, then a scaled back selection will be considered.

**Building:**

- The cleaners have resumed their duties at the club, as per last year's budget.
- The company normally responsible for performing our gutter and drainage cleaning, has defaulted on the work—I have tried multiple times to contact them with no luck. A new contact will be needed, one with the proper insurance and reasonable prices. I will contact possible agents, and am open to recommendations. In addition to the drain cleaning, a long piece of the downspout will need to be reattached (east side of the ice shed). The piece is currently tucked away in the bonspiel room hallway.
- Upon inspection of the roof, while clearing drains and debris, I have noticed a couple of bubbles. I have received instruction as to how we have repaired them in the past and will follow the process as soon as it dries up.
- Winter storage for the club's lawn mower, trimmer, and gas cans will be completed this week. Empty of fuel, the device will likely be stored onsite.
- Bar lounge chair sliders have been installed and seem to work well.
  
- **Action:** Graham will have the drains cleaned out in the exterior door wells.

**Ice Technician Report (Tim Kottseiper)**

No report

**New Business**

Dates have been set for the 2018 Four Foot Camp (August 20-23, 2018) and Summer Bonspiel (August 24-26, 2018). Approved by the Board.

- **Action:** Terry will recommend a design, wording, and cost of a plaque in recognition of the Provincial grant for our CCTV and bleacher extension.

The PCC Board approved the donation of a free bonspiel entry to any PCC bonspiel as a contribution to the Fort Rupert Curling Club (Port Hardy) fund raising auction. Value approximately \$260.00.

Ross reviewed the discussions to date and preliminary costing for an alternative ice plant water system. Topic to continue at November Board meeting.

**Roundtable:**

No items

**Next Board Meeting:** November 15, 2017 at 7:00 PM.

**Adjournment:** The meeting was adjourned at 9:20 pm