

Parksville Curling Club Board of Directors Meeting Minutes of May 18, 2016

Call to Order:

A regular meeting of Parksville Curling Club Board of Directors was held in Parksville, British Columbia on May 18, 2016. The meeting was called to order at 1900 by President Ron Boag. Members of the Board in attendance were Ray Gamracy, Nancy Douglas, Terry Miller, Jim Hoffman, Ross Renwick, Tony Reinsch and Doug King. Non-voting member Tim Kottsieper (Ice Technician/Manager) was also in attendance.

Absent: Spish Legowski, Leslie Osborne, Brian Onushko

Approval of Minutes:

The minutes of the April 13, 2016 regular meeting of the Parksville Curling Club Board of Directors were accepted as amended.

MOTION: to accept the minutes of the March 16, 2016 regular Board meeting as amended, moved by Ray Gamracy, seconded by Jim Hoffman. Motion carried.

It was agreed that the Minutes of the April 27, 2016 Annual General Meeting would be posted to the website as Draft and placed on the agenda for approval at the PCC Fall General Meeting.

Approval of Agenda:

MOTION: to accept the Agenda for the April 13, 2016 regular Board meeting, as amended. Moved by Jim Hoffman, seconded by Ron Boag. Motion carried.

Business Arising from the Minutes.

(1) PCC Rental Agreement and Rate Schedule.

Action: Ron Boag will move this item forward with input from Nancy and Tim on a Concession and Facility Rental rate schedule to be appended to the Rental Agreement. Ron will also try and secure input and advice from Chris Rose.

This item is carried forward to agenda of the June 15, 2016 Board Meeting.

(2) Follow-up on drain issues: Tim will meet next week with Kyle Wilson from Wilson Exteriors regarding possible installation of new drain spout sleeves to improve the overall drainage.

- (3) Summer PCC facility rentals: Tim reviewed a list of PCC facility rentals agreed for summer 2016. A discussion ensued on adjusting upward the rate for the RDN Summer Kids Camp to reflect minor facilities damage incurred during last year's Camp. The Board instructed Tim to negotiate an increase if possible. The Board also asked Tim to check that Camp participants will be required to sign a waiver for liability by the RDN and that it will cover the PCC facility.

Old Business

- (1) Director portfolio assignments for 2016-17 season: All incumbents had signaled to Ron Boag their agreement to continue with their current portfolio assignments.
- Jim Hoffman: Bar
 - Ray Gamracy: Leagues
 - Spish Legowski: Facilities
 - Leslie Osborne: Marketing/Publicity

This leaves open the following portfolios: Concession, Insurance & Safety, and Promotions/Fundraising.

Ron Boag invited Doug King and Ross Renwick to introduce themselves as new members to the Board and requested that they bring forward to him portfolio areas in which they would be interested in either sole or shared engagement.

Nancy Douglas offered to form a committee regarding how best to proceed with Concessions management and direction for the coming year. It was noted that Chris Rose had provided cost and volume estimates for Concession supplies and had a number of ideas around Concession management following his departure.

Action: Ron Boag will follow up with Chris in this matter and report back to the Board on his findings.

- (2) Curl BC insurance coverage: Nancy Douglas will follow up and report back to the Board.

New Business

- (1) Ballasts and light replacement: Tim reported that a cherry-picker will be secured for mid-July to replace ballasts as required. He noted that full lamp replacement is scheduled for summer 2017, so that only those lamps requiring replacement will be addressed this summer.
- (2) Level I Ice Technician workshop: Tim noted that the PCC apprentice ice tech, Taylor Hall, is scheduled to attend the Level I Ice Technician workshop in Duncan, September 24-25, 2016. The course will provide Curl BC and Curl Canada accreditation.

Motion: That the Board reimburse the \$315 workshop fee plus one night room and board for Taylor Hall to attend the Level I Ice Technician course. Moved by Nancy Douglas, seconded by Jim Hoffman. Motion carried.

(3) Fundraising initiatives: Ron Boag reported on the resubmission of a funding request to MLA Stilwell, replacing the earlier letter sent jointly by the PCC and PGOSA. This was necessitated by the need for a registered not-for-profit organization to be the requestor. The letter requested consideration of funding for two specific initiatives—closed circuit TV coverage in the playing area and bleacher seating in the viewing area. Ron will also forward a broader “wish list” of capital initiatives, consistent with the PCC five year plan for capital spending.

Ron also noted that applications for Gaming Grants and Horizons for Seniors are approaching their respective deadlines.

Action: Nancy Douglas will secure and forward to Ron the prior year applications information.

(4) Approach to RDN regarding Long Range Recreation Plan: Ron Boag noted that Brian Onushko has met with Bob Rogers (RDN Board representative from Nanoose Bay) regarding the Plan, as well as Parksville mayor Marc Lefebvre who has requested the opportunity to attend a PCC Board meeting to discuss actions and forward steps in support of the PCC’s involvement in the Plan. The Board agreed that this should be done at the earliest possible convenience.

Action: Ron Boag will follow up with the Mayor’s office to arrange a suitable time for attending a future PCC Board meeting.

Reports

Manager (Tim Kottsieper): Tim reported that the facility rentals for the Oceanside Running Club and Youth Soccer Club were both conducted without incident.

Tim commented on the remaining steps for repainting and redecorating of the bar area.

Planning around flag installation in the playing area is proceeding. Tim will arrange to have the installation coincide with replacement of ballasts in the summer, to take advantage of the hoist in the arena area.

There is evidence of possible rodent presence in the arena area. Tim will look into placing of traps as well as securing input from a pest control agency as to appropriate steps.

Tim will forward to Leslie Osborne information on deadline for PCC representation in the RDN Active Living Guide.

A discussion regarding a private function request for use of the concession and bar areas spurred a lengthy discussion around liquor license requirements. It was agreed that the bar area cannot be used for consumption of liquor as this will require a suspension of the current PCC liquor license.

President (Ron Boag):

Ron noted that the PCC had been approached regarding having an “assessment for viability” undertaken in respect to a demonstration solar panel project. The assessment process is free of charge and will result in a report to the Board regarding the findings of the analysis. However, participation in the actual project would be at PCC cost.

Action: Ron will follow up with the project sponsors regarding our agreement to participate in the assessment exercise.

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

Banquets and Bonspiel (Terry Miller): A draft of Events & Bonspiels scheduled for the 2016-17 curling season has been posted. Terry suggested that Leslie Osborne approach the Parksville Chamber of Commerce, Tourism BC and others regarding marketing for the 4-Foot Camp and the Summer Bonspiel as “signature events” of the PCC.

Leagues (Ray Gamracy): No report

Bar (Jim Hoffman): No report.

Building and Facility (Spish Legowski): No report

Concession (vacant): No report

Insurance/Safety (vacant): No report

Promotion and Publicity (Leslie Osborne): No report.

Round Table:

Nancy reported that the PCC had received its Health operating permit to March 2017.

Jim Hoffman reported that he would be taking the lead on the organizing committee for the 2017 Provincial Mixed Bonspiel at the PCC.

Next Board Meeting: Wednesday, June 15, 2016 at 1900 in the PCC meeting room.

Meeting adjourned at 2200.